



CONFIRMED

MINUTES

FOR THE

LOCAL EMERGENCY MANAGEMENT COMMITTEE MEETING

HELD ON THE

11th February 2026

AT

**ADMINISTRATION CENTRE EATON
1 Council Drive – EATON**

This document is available in alternative formats such as:

- ~ Large Print
- ~ Electronic Format [emailed]
Upon request.



VISION STATEMENT

“The Shire of Dardanup is a healthy, self-sufficient and sustainable community, that is connected and inclusive, and where our culture and innovation are celebrated.”

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Members of Local Emergency Management Committee

Voting

- Cr. T Gardiner – Elected Member
- Cr. A L Webster – Elected Member
- Cr. B S Farrant – Elected Member (Proxy)
- Cr. K A Laurentsch – Elected Member (Proxy)

- Representative - WA Police (Deputy Chairperson(s))
- Representative – Department of Communities/Department of Child Protection and Family Services
- Representative - Department of Primary Industries and Regional Development
- Representative – Public Transport Authority
- Representative – Department of Water and Environmental Regulation
- Representative - Department of Biodiversity, Conservation and Attractions
- Representative - Department of Health
- Representative - Main Roads WA
- Representative - Department of Fire and Emergency Services (DFES)

Non-Voting

- Chief Executive Officer – Staff
- Director Development Services – Staff
- Community Emergency Services Manager (CESM) – Staff
- Executive Officer – Staff
- Representative – Water Corporation
- Representative – Department of Fire and Emergency Services (additional officer)
- Representative – Western Power
- Representative – Aqwest
- Representative – St Johns Ambulance WA
- Representative – Telstra Australia
- Representative – Bethany Fields
- Representative – South West Educational Institutes
- Representative – Moore Road Emergency Response Group
- Representative – Harvey Water
- Representative – Australian Rail Group

Terms of Reference

The Terms of Reference for this Committee are located in the Tardis records system – refer to the following link:

[2025 - ToR - Local Emergency Management Committee](#)

COUNCIL ROLE

Advocacy	When Council advocates on its own behalf or on behalf of its community to another level of government / body /agency.
Executive/Strategic	The substantial direction setting and oversight role of the Council e.g. Adopting plans and reports, accepting tenders, directing operations, setting and amending budgets.
Legislative	Includes adopting local laws, town planning schemes and policies.
Review	When Council reviews decisions made by Officers.
Quasi-Judicial	When Council determines an application/matter that directly affects a person's rights and interests. The Judicial character arises from the obligations to abide by the principles of natural justice. Examples of Quasi-Judicial authority include town planning applications, building licences, applications for other permits/licences (e.g.: under Health Act, Dog Act or Local Laws) and other decisions that may be appealable to the State Administrative Tribunal.

DISCLAIMER

"Any statement, comment or decision made at a Council or Committee meeting regarding any application for an approval, consent or licence, including a resolution of approval, is not effective as an approval of any application and must not be relied upon as such.

Any person or entity that has an application before the Shire must obtain, and should only rely on, written notice of the Shire's decision and any conditions attaching to the decision and cannot treat as an approval anything said or done at a Council or Committee meeting.

Any advice provided by an employee of the Shire on the operation of a written law, or the performance of a function by the Shire, is provided in the capacity of an employee, and to the best of that person's knowledge and ability. It does not constitute, and should not be relied upon, as a legal advice or representation by the Shire. Any advice on a matter of law, or anything sought to be relied upon as a representation by the Shire should be sought in writing and should make clear the purpose of the request."

SHIRE OF DARDANUP**MINUTES FOR THE SHIRE OF DARDANUP LOCAL EMERGENCY MANAGEMENT COMMITTEE MEETING HELD ON WEDNESDAY, 11TH OF FEBRUARY 2026, AT THE ADMINISTRATION CENTRE EATON, 1 COUNCIL DRIVE, EATON, AT 10.00AM.****1 DECLARATION OF OPENING/ANNOUNCEMENTS OF VISITORS**

The Chairperson, Cr Tyrell Gardiner declared the meeting open at 10.00am, welcomed those in attendance and referred to the Disclaimer, Acknowledgement of Country, Emergency Procedure and the Affirmation of Civic Duty and Responsibility on behalf of Councillors and Officers:

Acknowledgement of Country

The Shire of Dardanup wishes to acknowledge that this meeting is being held on the traditional lands of the Noongar people. In doing this, we recognise and respect their continuing culture and the contribution they make to the life of this region and pay our respects to their elders, past, present and emerging. The Shire of Dardanup also respects and celebrates all cultures of all our residents and visitors to our Shire.

Affirmation of Civic Duty and Responsibility

Councillors and Officers of the Shire of Dardanup collectively declare that we will duly, faithfully, honestly and with integrity fulfil the duties of our respective office and positions for all the people in the district according to the best of our judgement and ability. We will observe the Shire's Code of Conduct and Standing Orders to ensure efficient, effective and orderly decision making within this forum.

Committee members acknowledge that only the Chief Executive Officer or a member of the Shire of Dardanup staff appointed by the Chief Executive Officer is to have contact with consultants and suppliers that are appointed under contract to undertake the development and implementation of projects.

The exception to this Policy is when there is a meeting of the committee or working group with the consultant and the Chief Executive Officer or the Chief Executive Officer's representative is present.

Members of committees acknowledge that a breach of this Policy may result in a request to Council to have them removed from the committee.

Emergency Procedure

In the event of an emergency, please follow the instructions of the Chairperson who will direct you to the safest exit route. Once outside, please proceed to the muster point located at the front of the building where we will meet (and complete a roll call).

2 RECORD OF ATTENDANCE/APOLOGIES/LEAVE OF ABSENCE PREVIOUSLY APPROVED

2.1 Attendance

Voting

Cr T Gardiner	-	Shire President [Chairperson]
Cr A L Webster	-	Elected Member
Snr Sgt Scott Starkie	-	Australind Police – WA [Deputy Chairperson]
Mr Jewell Crossberg	-	Department of Biodiversity, Conservation and Attractions
Ms Renee Flaxman	-	Department of Communities
Ms Ceri Elliot	-	Department of Health
Mr Nick Mellowship	-	Department of Fire and Emergency Services (DFES)

Non-voting

Sgt Tim Rainer	-	Capel Police - WA
Mr Garth Grimsley	-	Department of Biodiversity, Conservation and Attractions
Ms Sarah Gazendam	-	Water Corporation
Ms Melissa Howard	-	Department of Fire and Emergency Services (DFES)
Mr Robert Tuckey	-	Bethany Fields
Mr Graham Offer	-	Moore Road Emergency Response Group
Sgt Penny Ingham	-	Australind Police
Mr André Schönfeldt	-	Chief Executive Officer (Teams)
Mr Ashwin Nair	-	Director Development Services
Mr Stephen Loiterton	-	Executive Officer / Local Recovery Coordinator

Observers

Mrs Rochelle Dodds	-	EA to Director Development Services (Minutes)
Mr Murray Halden	-	Emergency Management Officer

2.2 Apologies

Mr Tim Stevens	-	Department of Primary Industries and Regional Development
Mr Peter Westgate	-	Department of Transport and Major Infrastructure
Mr Josh Rosair	-	Department of Water Environmental Regulation
Ms Debra Leverington	-	Telstra Australia
Mr Bruce Hancock	-	Main Roads
Mr Craig Johnson	-	Director Community and Economic Development
Mr Rod Johnson	-	Harvey Water
Mr Scott Fitzgerald	-	Western Power

3 PRESENTATIONS

None.

4 CONFIRMATION OF MINUTES OF PREVIOUS MEETING**4.1 Local Emergency Management Committee Meeting Held on 12th November 2025.**

LEMC 01-26

MOVED – Ms Renee Flaxman

SECONDED – Cr. T Gardiner

OFFICER RECOMMENDED RESOLUTION

THAT the Minutes of the Local Emergency Management Committee Meeting held on 12th November 2025, be confirmed as true and correct subject to no corrections.

*CARRIED***5 ANNOUNCEMENTS OF MATTERS FOR WHICH MEETING MAY BE CLOSED**

None.

6 QUESTIONS BY MEMBERS OF WHICH DUE NOTICE HAS BEEN GIVEN

None.

7 DECLARATIONS OF INTEREST

"Members should fill in Disclosure of Interest forms for items in which they have a financial, proximity or impartiality interest and forward these to the Presiding Member before the meeting commences."

Discussion:

Chairperson, Cr. T Gardiner asked the Committee members if there were any Declarations of Interest to be made.

There were no Declarations of Interest made.

8 REPORTS OF OFFICERS

8.1 Title: Update Report from Shire of Dardanup

Reporting Department

Sustainable Development Directorate

Reporting Officer

Stephen Loiterton - Coordinator – Ranger and Emergency Services

Legislation

Local Government Act 1995

Emergency Management Act 2005

8.1.1 LEMC Membership

In October 2029 Council appointed members to the Local Emergency Management Committee (Res: 282-25) and endorsed the Terms of Reference (Res: 281-25). At the November 2025 meeting it was noted that Department of Child Protection and Family Services (DCPFS) is incorporated into, and represented by, the Department of Communities who are already a member of the Committee. Hence, the DCPFS should not be listed as a member of the committee.

Additionally, the Australian Railroad Group (ARG) was listed as a non-voting member. This organisation no longer exists. A representative from Aurizon was invited to the LEMC during 2025 to represent railroads in place of ARG.

LEMC 02-26

MOVED – Cr. T Gardiner

SECONDED – Snr Sgt Scott Starkie

OFFICER RECOMMENDED RESOLUTION

& LOCAL EMERGENCY MANAGEMENT COMMITTEE RESOLUTION

THAT the Local Emergency Management Committee recommends that Council note the changes and update the membership details in Schedule 1 of the Terms of Reference as follows:

- 1. Remove Department of Child Protection and Family Services as a member of the Local Emergency Management Committee;**
- 2. Remove Australian Railroad Group from non-voting membership of the Committee; and**
- 3. Invite and endorse Aurizon and Arc as a non-voting members to the Local Emergency Management Committee.**

CARRIED

8.1.2 LEMC Business Plan

The *State Emergency Management Procedure* (s3.7) requires the Executive Officer to coordinate the development of an annual business plan. The business plan has elements that ensure the committee, and through the committee, the Shire, meets legislative requirements.

The *Local Emergency Management Committee Handbook* states that the business plan can:

- ensure local objectives are aligned to the district and state emergency management committees' strategic plans, capturing key priorities;
- clearly outline the committee's priorities for the nominated time period; and
- assist to monitor progress and document achievements.

The handbook also recommends that strategies in the business plan be reviewed, and progress noted, as a standing agenda item for committee meetings.

The last business plan was developed for 2022-2023 and has not been reviewed recently.

A proposed LEMC Business Plan 2026-2027 has been drafted and distributed to LEMC members at the 13th August and 12th November 2025 meeting for comment. (Appendix LEMC: 8.1.2A)

The Committee moved to have the draft plan considered by a working group (comprising WAPOL, DFES, DEMA, Communities, Executive Officer). A meeting of the working group was held on the 5th February 2026.

LEMC 03-26

MOVED – Snr Sgt Scott Starkie

SECONDED – Cr. A. Webster

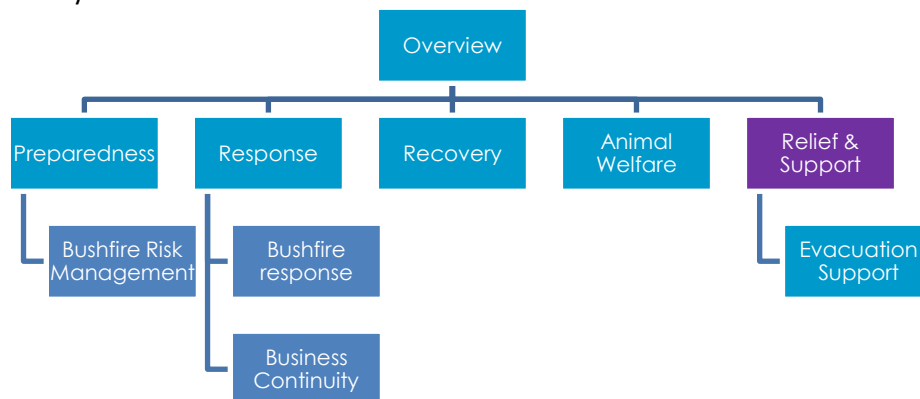
OFFICER RECOMMENDED RESOLUTION & LOCAL EMERGENCY MANAGEMENT COMMITTEE RESOLUTION

THAT the Local Emergency Management Committee recommends that Council endorses the Local Emergency Management Committee's Business Plan 2026-2027 (Appendix LEMC: 8.1.2A).

CARRIED

8.1.3 Review of Local Emergency Management Arrangements

Several components of the Shire's Local Emergency Management Arrangements are due for review by the end of 2026 (light blue in figure below). The Local Evacuation Support Plan will require review in February 2027 and will need to commence in 2026. Experience from the review of the Bushfire Risk Management Plan and the introduction of the Local Evacuation Support Plan, suggests any one plan may take as much as a year to review.



There has been progress on the project. An overview is nearing completion, and the Recovery Plan is well underway. Exposure drafts of these two documents are attached. (Draft Overview Appendix LEMC: 8.1.3A and Draft Recover Plan Appendix LEMC 8.1.3B) The District Emergency Management Advisor has been provided a copy for review as well.

Comments on the drafts may be made at any time to the Executive Officers. It is intended to present the Overview for endorsement at the May 2026 LEMC meeting. If the recovery plan is complete by this time, then it too will be submitted for endorsement.

8.1.4 Mitigation Activity Funding

The Coordinator Bushfire Risk Management has submitted an application for funding for a 3-year MAF grant. As requested during the November 2025 meeting, members have been advised out of session that the application was successful.

The Bushfire Risk Management Coordinator has commenced planning for the first 12 month's treatments.

8.1.5 Evacuation Desktop Exercise

As a part of the Shire's preparations for the 2025/26 summer bushfire season the Shire conducted a discussion exercise to raise greater awareness of the Local Evacuation Support Plan.

The exercise enabled consideration of amendments to cater for the potential use of the secondary evacuation centres as part of the review of the Local Emergency Management Arrangements. These amendments will be incorporated into the review of the plan later this year.

8.2 Title: Agency Reports

Reporting Department	<i>Various Agencies – Listed Below</i>
Reporting Officer	<i>Refer to Individual Report</i>
Legislation	<i>Local Government Act 1995 Emergency Management Act 2005</i>

(In the interest of time efficiency report to be accepted as presented, not read aloud at the meeting)

Background

Each agency is invited to provide the meeting with a report of their activities for the benefit of the committee.

8.2.1 WA Police – Snr Sgt Scott Starkie (Australind) & Sgt Tim Rainer (Capel)*Discussion:*

Senior Sergeant Scott Starkie of Australind Police Station reported a busy Christmas and summer period, including involvement in a high-priority bushfire incident.

Senior Sergeant Scott Starkie mentioned that there was a recent land search incident, however, did not occur within the Shire of Dardanup.

Senior Sergeant Scott Starkie advised that a key focus area over recent months has been increasing staff capacity and enhancing training for bushfire and land-based incidents to better support partner agencies.

Sergeant Tim Rainer of Capel Police Station noted that operations have been business as usual, with no significant matters to report.

8.2.2 Department of Fire & Emergency Services (DFES) – District Emergency Management Advisor – Mr Nick Mellowship - Area Officer Preston**STATE NEWS**

The last meeting of the **State Emergency Management Committee (SEMC)** was held on the 4th December 2025. SEMC Communiques can be found [here](#).

2025 SEMC MEETING SCHEDULE

- 12 March 2026
- 21 May 2026
- 30 July 2026
- 01 October 2026
- 03 December 2026

STATE EMERGENCY MANAGEMENT FRAMEWORK**Comprehensive Review Schedule**

The following State Emergency Management documents are planned for comprehensive review and broad consultation in 2025/2026:

- WA Community Evacuation in Emergencies Guideline
- State Hazard Plan – Cyber Security Incident
- Local Recovery Guideline
- State Support Plan – Freight and Supply Chain
- Impact Statement Guideline and Template
- State Hazard Plan – HAZMAT Annex A Nuclear Powered Warship (NPW)
- State Hazard Plan – Animal and Plant Biosecurity
- State Hazard Plan – Hostile Act
- State Hazard Plan – Collapse
- State Hazard Plan – Earthquake
- State Hazard Plan – Maritime Environmental Emergencies
- State Hazard Plan – Tsunami
- State Support Plan – Emergency Public Information
- Impact Statement Guideline and Template
- WA Managing Exercising Guideline
- State EM Policy and Plan
-

You can view all current and past consultations on the [Engage WA EM consultation homepage](#)

State Recovery Arrangements

The revised State Recovery Arrangements were approved by the SEMC, having undergone extensive consultation and SEMC subcommittee endorsement.

Key changes include:

- Established State Strategic Recovery Priorities to guide governance, planning, and delivery of recovery in WA.
- Introduced Model for Recovery Coordination to define recovery coordination arrangements between State and local governments through a four-tiered framework (R1 – R4).
- Clarified roles and responsibilities of the State Government in recovery, including DFES, Hazard Management Agencies and State Agencies.

- Defined State-level recovery coordinator/controller positions, including the introduction of a new recovery event-specific State-level recovery coordinator position.
- Clarified recovery arrangements and procedures for transition from response to recovery, community engagement, public information and membership of the State Recovery Coordination Group and State Recovery Domains.

DFES will communicate the changes across the sector in preparation for the high threat period.

Further information including FAQs and factsheets are available via [Engage WA website](#).

Local Government Emergency Management Knowledge Hub

The [Local Government Emergency Management Knowledge Hub \(EM Hub\)](#) was launched on **30 October 2025**. The EM Hub is a new online resource designed to support local governments in developing and maintaining their local emergency management arrangements.

The EM Hub is being delivered as part of the LEMA Improvement Program and is now available on the DFES website. It outlines local government roles and responsibilities under the Emergency Management Act 2005 and the State Emergency Management Framework, consolidating key information into a single, accessible platform. The EM Hub also provides direct links to essential documents and templates for further reference.

Designed for both new and experienced practitioners, the EM Hub is structured around the four phases of emergency management—Prevention, Preparedness, Response, and Recovery (PPRR)—with clear guidance and helpful tools in each section.

DFES Resilience and Recovery Strategy and Policy Team welcome your feedback on the EM Hub via [Engage WA Emergency Management](#) until **27 March 2026**. For more information or questions, please contact the DFES Resilience and Recovery Strategy and Policy Team recoverypolicy@dfes.wa.gov.au.

SEMC STRATEGIC PLAN

The State Emergency Management Committee (SEMC) [Strategic Plan 2026-2029](#) outlines how the SEMC will collaborate with Western Australia's emergency management sector to develop a comprehensive system that fosters resilience and preparedness in our State.

The Strategic Plan will guide the work of the SEMC, its subcommittees and reference groups and **District and Local Emergency Management Committees**.

The Strategic Plan is supported by six strategic objectives that are designed to enable adaptability within a changing environment, and to withstand emerging and unprecedented threats and risks:

1. Leadership and governance
2. Hazard and systemic risk
3. Capability and capacity
4. Community and local emergency management
5. A whole of system approach across the emergency management cycle
6. Climate change.

At the SEMC December 2025 meeting the committee was presented with and subsequently approved the 2026 Action Plan.

Key priorities include:

- The State Exercise Coordination Team and a State-wide exercising training cycle is established.
- The Emergency Management Framework Comprehensive Review is initiated and will consider the integration of systemic and emerging risks.
- A review and refinement of State-level command and control arrangements is completed, ensuring clarity of roles, responsibilities, and interoperability across agencies.
- Membership across the Webfusion platform is enhanced to support operational coordination.
- Progress the SaferWA Digital Strategy.
- Establish the AUKUS Time-Limited Working Group and progress emergency management arrangements for Nuclear-Powered Vessels.

DISTRICT NEWS

The last meeting of the **District Emergency Management Committee (DEMC)** was held on the 21 October 2025.

Key discussions included;

- Advocacy for improved telecommunications coverage and resilience in high-risk regions
- Investigate review of South West District Risk Assessment Report 2017
- UCI Gravel World Championships – Nannup October 2026
- Leavers 2026

2026 DEMC MEETING SCHEDULE

- 17 March 2026
- 20 October 2026

REGIONAL NEWS

SOUTH WEST SUPERINTENDENT REPORT

I wish to extend my sincere appreciation to our local government partners for their steadfast support throughout the Christmas and New Year period. In particular, I would like to acknowledge the critical provision of resources and Bush Fire Brigade volunteers who assisted with response operations across the state, most notably during the Boddington Complex Bushfires. The commitment demonstrated by both staff and volunteers during the holiday season is a testament to their dedication to protecting our communities.

The South West Region continues to monitor conditions throughout the southern bushfire season. Our response remains guided by comprehensive preparatory planning, as evidenced by recent successful early interventions in several bushfires and other incidents. To support these ongoing operations, Bunbury Airport serves as our primary aviation hub, currently hosting three fixed-wing aircraft and a support helicopter for the remainder of the season.

Strike Force Vulcan officers, in collaboration with Collie Police, have charged a 31-year-old male in relation to a bushfire in the Collie area on 16 January 2026. This investigation underscores the vital role that WA Police, DBCA, and DFES investigators play in evidence gathering. It also highlights the importance of timely community reporting; public vigilance in remote areas is essential for identifying offenders and preventing harm to life, property, and the environment.

In my capacity as Deputy Chair of the District Emergency Management Committee (DEMC), I am working with key stakeholders to deliver high-level presentations on emerging emergency management trends and activities. These initiatives are designed to strengthen regional partnerships and facilitate knowledge sharing across the PPRR (Prevention, Preparation, Response, and Recovery) framework. Following these DEMC briefings, we intend to disseminate this information to Local Emergency Management Committees (LEMCs) through targeted presentations or via summarised briefings.

Late last year the State Government announcement of securing a new Community Emergency Services Manager (CESM) position for Dardanup. We continue to navigate through the finer details to establish the role, and I have full confidence this will only strengthen our emergency management arrangements.

Thank you all again for the support to the season so far.
Superintendent Matt Folini

DISTRICT EMERGENCY MANAGEMENT ADVISOR REPORT

Erin Hutchins has accepted a secondment role with SEMC until December 2026. I, Melissa Howard will be the acting District Emergency Management Advisor until Erin's return.

As it's close to budget time for most Local Governments, I thought it be a timely reminder to mention available funding for emergency management activities that will be available to apply for in the 2026/27 financial year.

All West Australians Reducing Emergencies (AWARE) program

This competitive annual grant program aims to enhance West Australia's emergency management arrangements by investing in capacity building and preparedness activities at a local level. Only Western Australian local governments are eligible to apply for AWARE grants. Applications are expected to open **July 2026**. Applicants can apply for between \$2,500 and \$35,000 (no GST applied) per application including local level risk assessment projects. The grant request can only account for up to 75% of the total project cost, in-kind contributions are acceptable.

Mitigation Activity Fund Grants Program (MAFGP)

The Western Australian government has established the Mitigation Activity Fund Grants Program (MAFGP) to reduce bushfire hazards that present a high risk to assets throughout the State. The program supports local governments with endorsed Bushfire Risk Management Plans to treat bushfire risk in their communities on State land that they manage. Applications are expected to open in **April 2026**.

National Disaster Risk Reduction (NDRR) Grants Program

No further NDRR grant rounds will be conducted by WA.

In addition to funding, it's also perfect time of year to consider and plan for up-and-coming training opportunities for staff with emergency management roles. Western Australia Local Government Association (WALGA) offers the following courses.

Emergency Management for Local Government Leaders

Wednesday, 29 April 2026	In person	9:00AM - 4:30PM	\$720.00 (plus GST) pp
Friday, 25 September 2026	In person	9:00AM - 4:30PM	\$720.00 (plus GST) pp

Emergency Management Foundations for Local Government

Wednesday, 27 May 2026	In person	9:00AM - 4:30PM	\$720.00 (plus GST) pp
Tuesday, 20 October 2026	In person	9:00AM - 4:30PM	\$720.00 (plus GST) pp

Community Disaster Recovery

Thursday, 28 May 2026	In person	9:00AM - 4:30PM	\$720.00 (plus GST) pp
Wednesday, 21 October 2026	In person	9:00AM - 4:30PM	\$720.00 (plus GST) pp

Recovery Coordinators Course for Local Government – 2 Days in Person (Pre-req's apply)

Thursday, 25 June to Friday, 26 June 2026	9:00AM - 4:30PM	
\$1,130.00 (plus GST) pp		
Monday, 30 November to Tuesday 1, December 2026	9:00AM - 4:30PM	\$1,130.00 (plus GST) pp

COMMUNITY PREPAREDNESS ADVISOR REPORT

The February monthly preparedness topic is Summer Safety – Fire, Heat and Community Care. DFES has been providing a range of information, infographics and pamphlets in relation to What you can and can't do for the Community.

Key message to gain further information includes: Check if there's a Total Fire Ban in place today by: Visiting the Emergency WA website (www.emergency.wa.gov.au), Calling 13 DFES (133 337), Calling the TFB Hotline 1800 709 355, Following DFES on Twitter, Following DFES on Facebook, Listening to ABC local radio and other media outlets, Looking out for Main Roads WA Variable Message Signs, Looking for local government roadside Fire Danger Rating signs.

For more information on Total Fire Bans, visit www.dfes.wa.gov.au/totalfirebans

Compiled by:

District Emergency Management Advisor – South West
Department of Fire and Emergency Services
As at 29 January 2026.

Discussion:

Mr Nick Mellowship advised that recruitment is currently underway for the Area Officer Preston role. He is acting in the position until a permanent appointment is made, which is expected in the near future.

Several significant incidents have occurred outside the Shire of Dardanup, including in Wellesley and Boddington.

Appreciation was noted for the commitment of Shire of Dardanup officers who have assisted with incidents outside the Shire.

Ongoing deliberately lit fires in the Collie and Harvey areas were discussed. DFES is working closely with Police to address the situation, with a focus on maintaining open communication and coordination between agencies.

Cr. Gardiner noted that relevant bushfire matters should also be brought to the Bush Fire Advisory Committee (BFAC) for further discussion.

8.2.3 Department of Primary Industries and Regional Development – Mr Tim Stevens

LEMC & DEMC report – 2nd Quarter 2025/2026

DPIRD's On-Call Coordinator Duty Phone

If needing to activate the State Support Plan: Animal Welfare in Emergencies or require assistance in the DPIRD support role of another Hazard Management Agency's incident, the contact number is
08 9368 3132.

DPIRD's role in emergency management

- DPIRD is the Hazard Management Agency (HMA) for animal and plant pests and disease incursions. Refer to the [State Hazard Plan: Animal and Plant Biosecurity](#) for information on DPIRD's legislated roles and responsibilities.
- DPIRD is the executor of the State Support Plan for Animal Welfare in Emergencies. This includes livestock, horses, and companion animals. Refer to the [State Support Plan: Animal Welfare in Emergencies](#) for information on DPIRD's legislated roles and responsibilities.
- DPIRD may from time to time provide support to other agencies where requested. This includes administering some components of the [Disaster Recovery Funding Arrangements WA](#).

Emergency Management Directorate**DPIRD Preparedness Activities and Natural Hazard Season Review (2025–26)**

The Department, through its Emergency Management Directorate (EMD), is currently coordinating preparedness activities across the State in advance of the 2025 – 2026 natural hazard season (1 Nov 2025 – 31 Mar 2026).

These activities include a review of existing seasonal arrangements, standard operating procedures (SOPs), and supporting documentation, along with the planning and delivery of regional emergency management workshops.

In parallel, DPIRD is undertaking a structured review of its natural hazard season preparedness and response arrangements. This review will assess the effectiveness, consistency, and sustainability of the department's current arrangements, including high-threat-period response, on-call coordinator (OCC) coverage, seasonal training and briefings, and State-wide DEMC/LEMC representation.

The review will also examine alignment with State-level emergency management policy and DPIRD's responsibilities as a Hazard Management Agency and support agency under relevant hazard plans.

Stakeholder consultation will form a key component of this review, with input sought from DEMC and LEMC representatives, DPIRD Regional Leadership Networks, and relevant external stakeholders.

Findings and recommendations will be presented to DPIRD Corporate Executive in mid-2026 to inform and implement improvements ahead of the 2026 - 2027 natural hazard season.

Learning & Development

DPIRD EM Preparedness Team is working through the emergency management training program for the 2025/2026 calendar year.

Following SEMC endorsement (March 2025) of the revised State Support Plan of Animal Welfare in Emergencies (SSP-AWiE) – DPIRD has commenced planning an exercise to test the SSP-AWiE arrangements in accordance with State Emergency Management Policy. The Exercise will be a Desktop format and will be held in 2026.

Emergency Animal Disease (EAD) Preparedness

DPIRD has conducted several internal workshops focused on EAD preparedness across the preparedness, response, and recovery phases to build awareness and capability.

National alerts and investigations

Avian Influenza

CURRENT STATUS in WA: Absent – no known detections

Responses to outbreaks of H7 high pathogenic avian influenza are currently underway in Victoria, New South Wales, and the ACT. Note that this is not the H5 strain currently causing concern globally. DPIRD is monitoring the situation and undertaking preparedness activities.

Additionally, DPIRD is providing personnel and resources to support jurisdictions with confirmed outbreaks. Poultry producers and owners are encouraged to view our [avian influenza page](#) for information on preparedness and detection.

Tomato brown rugose fruit virus

CURRENT STATUS IN WA: Absent – no known detections

A highly contagious plant virus affecting tomatoes, capsicums, and chillies. It was detected in South Australia in August 2024. It presents a significant risk to growers and the industry if established.

No known detections in Western Australia currently. Industry and backyard growers are encouraged to recognise and report signs and symptoms of the virus if found. Information is available on our [tomato brown rugose fruit virus page](#).

Khapra Beetle

CURRENT STATUS IN WA: Absent – no known detections

A threat to Australia's stored grain and dry foodstuffs. Recently detected in 'Little Ones Nappy Pants Size 5' delivered to Woolworths stores nationwide.

As of September 2025, much of the product has been tracked, returned, and destroyed; however, it is important to contact the Department of Agriculture (DAFF) on 1800 798 636 if this is found. Please see the attached link on how this beetle can impact our grain industry: [24-031-Khapra-Beetle-FS.pdf](#)

Polyphagous Shot-Hole Borer (PSHB)

PSHB has transitioned to management. If you have any queries or wish to be included in future correspondence, please email PSHB@dpird.wa.gov.au

Animal Welfare in Emergencies

DPIRD is the executor of the State Support Plan for Animal Welfare in Emergencies (AWiE). Please note the following important notices regarding AWiE for district and local representatives:

- Please refer to DPIRD's [animal welfare](#) section of our website for resources, support, and contacts. Local governments can reach out to our Incident and Emergency Management Branch if they require advice and support for the development of their PAWE (contact emergencymanagement@dpird.wa.gov.au).
- DPIRD's Incident and Emergency Management Branch is undertaking preparedness and response activities where activated under the [State Support Plan - Animal Welfare in Emergencies](#).
- DPIRD is working with the SEMC to finalise responses to feedback on the proposed improvements to the [State Support Plan - Animal Welfare in Emergencies](#). The review is scheduled to be finalised in late 2025.

Important Disclaimer

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8.2.4 Department of Communities – Department of Child Protection & Family Services – Ms Renee Flaxman

Regional Emergency Relief and Support contacts:

Activation of Emergency Relief and Support (ERS) services is via Communities
Emergency Operations Coordinator (EOC)

M: 0418 943 835 and Email: emergencyservices@communities.wa.gov.au

Regional Manager:	Mark Schorer – 0429 108 226 mark.schorer@communities.wa.gov.au
Regional Coordinator:	Renee Flaxman renee.flaxman@communities.wa.gov.au
Regional Officer:	Jo Spadaccini jo.spadaccini@communities.wa.gov.au

South West regional update:

Local Activations:

- Leschenault Leisure Centre was opened as an evacuation centre on 30th December 2026, with 5 evacuees attending the centre after the Binningup and Belvedere campgrounds were closed due to a bushfire.
- Roche Park Recreation Centre was activated as an evacuation centre on 21st January 2026, with 11 evacuees attending the centre, unable to return home for a short time. The centre was closed at approx. 6:20pm.
- Thank you to the Shire and Centre staff for their assistance.

Emergency Relief and Support update:**State Recovery Changes**

- The Department of Communities has new roles and responsibilities under the State Emergency Management Arrangements for Recovery, following the changes endorsed by SEMC on 4 December 2025.
- To support implementation of these new roles, Communities is actively working with local governments, the Community Services Sector and relevant government agencies to understand the new State Recovery roles and responsibilities to support the delivery of local led recovery programs.
- Communities will participate in Local Government recovery planning and activities to ensure services are tailored to the needs and strengths of the community.
- Communities can provide support through a range of activities under the State Support Plan, either directly or in collaboration with State and Local partners, to deliver practical assistance, wellbeing services, and social supports.
- Communities ERS approach to recovery support considers the psychosocial impacts, complexity, and context of any hazard, ensuring assistance is tailored accordingly along

Regional Emergency Relief and Support contacts:

Activation of Emergency Relief and Support (ERS) services is via Communities Emergency Operations Coordinator (EOC)

M: 0418 943 835 and Email: emergencyservices@communities.wa.gov.au

Information and referral services to connect impacted individuals with appropriate assistance and resources.

Evacuation Centres

- The SEMC has the WA Community Evacuation in Emergencies Guideline open for Feedback until 20 February 2026. You can submit your comments through <https://engagewaem.com.au/evacuation-guideline>
- The review of community evacuation guidelines has highlighted the need for greater clarity on how evacuation centres are identified, activated, and managed.
- Communities responsibility is to maintain a register of endorsed community facilities and ensure they are ready to be activated. In collaboration with local government, Communities reviews facilities regularly and manages service delivery within the centre once activated.
- During an emergency event, the Hazard Management Agency engages with Local Government and Communities to assess the risks of and activate an evacuation centre.
- As a suggestion for the LEMC, Communities and the Local Government can review and confirm the register of endorsed communities facilities before the onset of each high threat season, to ensure they meet the needs of all Hazard Management Agencies

High Threat Season

- ERS is actively supporting communities during this high-threat season by assisting with evacuation centres, providing immediate accommodation, and coordinating early recovery planning in alignment with Local Government.
- ERS has commenced supporting community evacuations with the new Go Bags, with positive feedback received to date, noting the hygiene packs are popular to support people to freshen up, and the air bed, pillow and sleeping bag has been a welcome take home pack.

Response: October to January

Activations

ERS were activated for and responded to twenty-two (22) incidents as below:

- Four (4) Single House Fire
- Eleven (11) Bushfires
- Five (5) Complex Bushfires
- Two (2) Cyclones

October 2025 - One (1) Incident

- 16/10/2025 AP East Pilbara Complex Fire

November 2025 - Two (2) Incidents

- 4/11/2025 Tammin Bushfire Cunderdin - Nov 25
- 30/11/2025 Green St House Fire

December 2025 - Eleven (11) Incidents

- 01/12/2025 Single House Fire
- 10/12/2025 Single House Fire
- 11/12/2025 Kenwick Bushfire
- 11/12/2025 Upper Swan Bushfire
- 15/12/2025 Eneabba Complex
- 15/12/2025 Gingin Complex Fire
- 15/12/2025 Nambeelup Bushfire
- 16/12/2025 Mindarabin Bushfire
- 25/12/2025 Boddington Bushfire
- 30/12/2025 Wellesley Bushfire
- 29/12/2025 Tropical Cyclone Hayley

January 2026 – Eight (8) Incidents

- 1/01/2026 Kalamunda Bushfire
- 2/01/2026 Boya Bushfire
- 2/01/2026 Yanget (Perth Hills) House Fire
- 7/01/2026 High Wycombe Bushfire
- 19/01/2026 South Coast (Lake King Newdegate) Complex Fires
- 21/01/2026 Collie Bushfire
- 22/01/2026 Boddington complex Fires
- 23/01/2026 Tropical Cyclone Luana

Reminder to all Hazard Management Agencies / Controlling Agencies

- To activate the State Support Plan - Emergency Relief and Support and the Communities team - please call 0418 943 835. All ISG, IMT and other meeting invites can be sent to emergencyservices@communities.wa.gov.au email box.

8.2.5 Department of Biodiversity, Conservation and Attractions – Mr Jewell Crossberg

Prescribed Burning

- Despite a few challenges, DBCA Wellington District had a reasonably successful Spring burning season. Approx. 8000ha treated.
- The link below is a good source to identify potential prescribed burns currently in the DBCA Burn Options Program (BOP).
- When inquiring about a specific area, use the prescribed burn number listed in the website. For example, WTN_146.

[Burn Options Program | Department of Biodiversity, Conservation and Attractions](#)

Bushfires

As at 10/02/2026, 73 bushfires recorded on DBCA managed tenure since the start of the 2025/2026 season, 7 within the Shire of Dardanup.

Thank you to the Brigades for all your efforts with your local fires and the essential assistance with other DBCA and DFES fires.

Staff/ Staff Changes

District Fire Coordinator Collie – Jewell Crossberg. (0427 412 828).

Fire Operations Officer – Darren Harvey (0428 552 793).

Fire Operations Officer – Garth Grimsley (0460 621 431).

A/Fire Operations Officer – Jacoba Webb (commencing March 2026).

End of Report.

Jewell Crossberg

District Fire Coordinator

Wellington District - Collie

Parks and Wildlife Service | Department of Biodiversity, Conservation and Attractions

Discussion:

Mr Jewell Crossberg expressed his gratitude to all brigades for their support in assisting neighbouring shires and contributing to cross-boundary response efforts.

Shire Of Dardanup volunteer firefighters will be invited to assist with mitigation activities where appropriate.

8.2.6 Department of Health (WA Country Health Service) – Ms. Ceri Elliot

Discussion:

Ms Ceri Elliot noted that a fire occurred near the Bunbury Hospital recently and the Department of Fire and Emergency Services (DFES) attended and assisted in mitigating and managing the incident.

8.2.7 Main Roads WA – Mr Bruce Hancock

General

Main Roads South West Region is committed to supporting the relevant agencies involved in Emergencies and Incidents. It has recently reviewed and restructured its resources to be more responsive to the increasing number of Emergencies and Incidents.

We endeavour to have a representative in attendance at the Oct-Dec and Apr-June LEMC meetings. We will also have a representative at the DEMC meetings and a minimum of 2 at any Exercise.

This ensures our sustainability, rapport and knowledge is spread through the team and does not become person dependent.

We have a Customer Information Centre which is resourced 24 hours a day. They can be contacted on 138 138 for all Emergencies and Incidents. This team will immediately notify the region of any Emergency/Incident by contacting our 24hr on Call Duty Manager.

The Duty Manager will dispatch resources as required/requested to the Emergency/Incident. Should the situation warrant, the Duty Manager will activate the On Call Incident Manager.

The Incident Manager may then take charge as the point of contact with IC for the Incident and will activate other resources as required.

Resources

- **Incident Managers**

Main Roads South West Region has 6 Incident Managers (IM) that it can call upon to respond to, manage and support the IC.

Large complex Incidents involving a number of roads may require 2 x IM's to manage the Incident.

- **On Scene Liaison Officers**

Main Roads South West Region has 8 On Scene Liaison Officers (OSLO) to call upon. The OSLO's are generally dispatched to an Incident to make first point of contact with the IC, assess the situation and report back to the MRWA Duty Manager or IM.

The OSLO's can also assist initially by implementing a VCP as required.

They will also support our Vehicle Control Point (VCP) personnel when they are established for the duration of the Emergency/Incident.

Rapid Response Crews

Main Roads South West Region has 3 Rapid Response Crews (RRC) to call upon. The RRC's are a 2-person crew. They are designed to respond to Emergencies and Incidents and set up the initial VCP control with limited signage.

They will also support our Vehicle Control Point personnel as required.

- **Traffic Management Crews**

These are contract resources, Main Roads South West Region generally has 3 of these crews engaged on a daily basis. Further to these crews Main Roads is able to call on additional crews from its Contract Traffic Control providers.

There are 3 companies Main Roads generally uses but can also call on resources outside our Region depending on the scale and location of the Incident.

These crews form the backbone of our VCP resources. Initially Main Roads will operate crews on 12-hour shifts and if the Incident is likely to extend beyond 3 days will reduce the shifts to 8hrs to manage fatigue.

Each VCP would require 4 resources for a 12-hour shift and 6 resources for an 8 Hr shift.

8.2.8 Department of Transport – Mr Peter Westgate

8.2.9 Water Corporation – Mr Steve Collins

8.2.10 Western Power – Mr Scott Fitzgerald

8.2.11 Aqwest – Mr Andrew Cove

8.2.12 St John Ambulance WA – Mr Chris Smith

8.2.13 Telstra – Ms Debra Leverington

8.2.14 Moore Road Emergency Response Group – Mr Graeme Offer

8.2.15 Harvey Water – Mr Cameron Norris

9 MATTERS BEHIND CLOSED DOORS

None.

10 CLOSURE OF MEETING

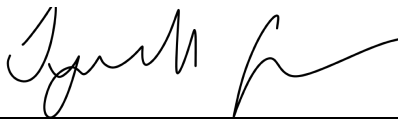
The Chairperson advised that the next date of the Local Emergency Management Committee Meeting will be held on Wednesday, 6th of May 2026.

There being no further business the Chairperson declared the meeting closed at 10.19am.



CONFIRMATION OF MINUTES

"As the person presiding at the meeting at which these minutes were confirmed on 3rd June 2026, I certify that these minutes have been confirmed as a true and accurate record of proceedings.

Signed: 
(Chairman or Shire President or Other Presiding Member)