



MINUTES

LOCAL EMERGENCY MANAGEMENT COMMITTEE MEETING

Held

Wednesday, 9 November 2022

At

Shire of Dardanup
Administration Centre Eaton
1 Council Drive - EATON

This document is available in alternative formats such as:

~ Large Print

~ Electronic Format [disk or 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.”

TABLE OF CONTENTS

1	DECLARATION OF OPENING/ANNOUNCEMENTS OF VISITORS.....	1
2	RECORD OF ATTENDANCE/APOLOGIES	2
2.1	Attendance.....	2
2.2	Observer.....	2
2.3	Apologies.....	2
3	PRESENTATIONS	2
4	CONFIRMATION OF MINUTES OF PREVIOUS MEETING.....	3
4.1	Local Emergency Management Committee Meeting Held 10 August 2022.....	3
5	ANNOUNCEMENTS OF MATTERS FOR WHICH MEETING MAY BE CLOSED.....	3
6	QUESTIONS BY MEMBERS OF WHICH DUE NOTICE HAS BEEN GIVEN.....	3
7	DECLARATION OF INTEREST	3
8	REPORTS OF OFFICERS	4
8.1	Title: Update Report from Shire of Dardanup.....	4
8.2	Title: Agency Reports – Various.....	8
9	MATTERS BEHIND CLOSED DOORS	15
10	CLOSURE OF MEETING	15

Members of Local Emergency Management Committee

- Cr. M T Bennett - Elected Member - Chairperson
- Cr. E Lilly - Elected Member
- Cr. P Perks – Elected Member (Proxy)
- Coordinator Emergency & Ranger Services – Staff
- Representative – WA Police (Deputy Chairperson)
- Representative – Department of Communities
- Representative – Department of Agriculture & Food WA
- Representative – Department of Biodiversity, Conservation & Attractions
- Representative – Department of Health
- Representative – Main Roads WA
- Representative – Department of Fire & Emergency Services – Fire
- Representative – Department of Fire & Emergency Services – Natural Hazards
- Representative – Department of Transport
- Representative – Water Corporation
- Representative – Western Power
- Representative – Aqwest
- Representative – St Johns Ambulance WA
- Representative – Telstra Australia
- Representative – ATCO Gas
- Representative – Moore Road Emergency Response Group
- Observer – Department of Fire & Emergency Services

Terms of Reference

The Terms of Reference for this Committee are located in the Tardis records system – refer to the following link:
[2021 - 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 eg. 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	<p>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.</p> <p>Examples of Quasi-Judicial authority include town planning applications, building licences, applications for other permits/licences (eg: under Health Act, Dog Act or Local Laws) and other decisions that may be appealable to the State Administrative Tribunal.</p>

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 9 NOVEMBER 2022, AT SHIRE OF DARDANUP – EATON ADMINISTRATION CENTRE, COMMENCING AT 10.00AM.****1 DECLARATION OF OPENING/ANNOUNCEMENTS OF VISITORS**

The Deputy Chairperson, Senior Sergeant Heath Soutar declared the meeting open at 10.02am, 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 Deputy 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
----------	---------------------------------------

2.1 Attendance

Snr Sgt Heath Soutar	-	WA Police (Australind) (Deputy Chairperson)
Mr André Schönfeldt	-	Chief Executive Officer
Cr Ellen Lilly	-	Elected Member
Cr Patricia Perks	-	Elected Member
Mrs Erin Hutchins	-	Coordinator – Emergency & Ranger Services
Mr John Carter	-	Department Fire & Emergency Services
Ms Renee Flaxman	-	Department of Communities
Mr Steve Collins	-	Water Corporation
Sgt Chris Page	-	WA Police (Capel) – <i>Via Teams</i>
Ms Deb Leverington	-	Telstra – <i>Via Teams</i>
Mr Dave Smith	-	Main Roads WA – <i>Via Teams</i>
Mr Graeme Offer	-	Moore Road Emergency Response Group – <i>Via Teams</i>
Mr Ian Prosser	-	Aqwest – <i>Via Teams</i>
Mr Mick Sheaf	-	ATCO – <i>Via Teams</i>

2.2 Observer

Mrs Amanda Tuberes	-	PA Director Sustainable Development
Mr Neil Nicholson	-	Principal Environmental Health Officer
Mr Vik Cheema	-	Department of Fire & Emergency Services

2.3 Apologies

Cr Michael Bennett	-	Shire President (Chairperson)
Mr Tim Stevens	-	Dept of Primary Industries & Regional Development
Mr Matt Cooper	-	Parks and Wildlife Service

3	PRESENTATIONS
----------	----------------------

None.

4 CONFIRMATION OF MINUTES OF PREVIOUS MEETING

4.1 Local Emergency Management Committee Meeting Held 10 August 2022

**OFFICER RECOMMENDED RESOLUTION
& LOCAL EMERGENCY MANAGEMENT COMMITTEE RESOLUTION**

LEM 04-22 MOVED - Cr E P Lilly SECONDED - Snr Sgt Heath Soutar

THAT the Minutes of the Local Emergency Management Committee Meeting held on 10 August 2022, 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 DECLARATION OF INTEREST

None.

8 REPORTS OF OFFICERS**8.1 Title: Update Report from Shire of Dardanup**

<i>Reporting Department:</i>	<i>Sustainable Development</i>
<i>Reporting Officer:</i>	<i>Mrs Erin Hutchins - Coordinator Emergency & Ranger Services</i>
<i>Legislation:</i>	<i>Local Government Act 1995 Emergency Management Act 2005</i>

8.1.1. Acronyms & Terms

There have been no amendments or additions to the emergency management list of acronyms or terms.

8.1.2. Confirmation of LEMA Contact Details and Key Stakeholders

A copy of the Shire of Dardanup LEMA contact and resource directory is provided (Appendix LEMC 8.1A). Please note that this document is confidential and should not be circulated outside of the LEMC.

It is requested that any required changes to contact and key stakeholders details are notified as soon as possible to the Shire of Dardanup via emergency@dardanup.wa.gov.au to allow updates to be made.

8.1.3. Committee Membership & Resources

There are no new membership requests at this time.

8.1.4. Status of Local Emergency Management (Recovery) Arrangements (LEMA)

The Shire of Dardanup Local Emergency Management Arrangements (LEMA) and Local Recovery Support Plan (LRSP) were endorsed at the December 2021 OCM [412-21] and noted by the State Emergency Management Committee (SEMC) on the 04 August 2022 [Resolution 10/2022].

Local Emergency Management Arrangements (LEMA) Review workshop

WALGA and the State Emergency Management Committee (SEMC) Business Unit are working in partnership to deliver a project to review and reshape Local Emergency Management Arrangements (LEMA). The LEMA Review was initiated in response to reports that WA Local Governments face several challenges in maintaining effective and current LEMA.

WALGA is delivering a series of LEMA Review workshops with Local Governments to inform the design of a more streamlined, scalable, and fit-for-purpose LEMA model. The outcomes of the workshops will inform a LEMA Improvement Plan that will be prepared by the SEMC Business Unit.

Shire Officers participated in a recent workshop held at the City of Bunbury on the 14th September and will be kept up to date with the findings that emerge.

More information can be found in the [Local Emergency Management Arrangements \(LEMA\) Review Issues Paper](#).

Wellington Mills Bushfire Ready Community Exercise

The Wellington Mills Bushfire Ready Community Exercise is planned for the 12 November 2022. The aim of the exercise is to test the Bushfire Ready Communications Plan. The whole of the Wellington Mills Community is invited to participate.

Wellington Mills New Resident Briefing

The Wellington Mills New Resident Briefing was held on 15 October 2022. Anyone new to the area was invited to the Wellington Mills Volunteer Bushfire station for a sausage sizzle lunch followed by a briefing from Haley Hibbitt – DFES Community Preparedness Advisor (CPA), about bushfire risk and planning, focussing mostly on the Australian Warning System (AWS), Australian Fire Danger Rating System (AFDRS) and Emergency WA. This was followed by a briefing from brigade member Brigitte Milligan about how the Bushfire Ready program works in the area.

Discussion:

The Acting Chairperson, Snr Sgt Heath Soutar advised that he would make the Officer in Charge (OIC) of Donnybrook Police Station, aware of any such activities happening within their area and requested the information on the Community Exercise planned on 12 November be sent through to him.

Mr Vik Cheema commented that it was good to see new residents to the area being briefed and that it was not always the case in other areas and acknowledged it was great work.

Mr John Carter also advised that the Wellington Mill community were very active in this space and it is great to see.

8.1.10. Funding Opportunities

AWARE Grant

The Shire was successful in its application to the AWARE grant program to enable the Shire to create and promote internal emergency support arrangements and processes for opening up Dardanup local emergency welfare centre(s).

The proposed Local Emergency Welfare Support Plan (LEWSP) will guide internal preparedness by enhancing capacity, capability, knowledge and understanding of Local Government officers' responsibilities for opening an emergency welfare centre for an impacted community.

By undertaking this project that incorporates the development of the LEWSP and a functional exercise with Shire of Dardanup staff, it is anticipated the following benefits will be achieved, including;

- Support for the Local Emergency Management Arrangements and Department of Communities Local Emergency Welfare Plan in the coordination of opening an emergency welfare centre(s).
- Define roles and responsibilities for Shire staff in the coordination of opening an emergency welfare centre(s) for impacted residents.
- Provide useable tools and templates to assist in the management of impacted persons presenting at a Welfare Centre(s) in an emergency.
- Increased staff understanding of Local Governments role and responsibilities in opening a Welfare Centre(s) for evacuating community members in an emergency.

The project will run throughout 2023.

Mitigation Activity Funding

The Shire has made application to Round 2 of the 2022-2023 Bushfire Mitigation Activity Fund (MAF) for \$195,370.00 to complete 11 treatments to identified areas at risk of bushfire, through mechanical works and planned burns. If successful, the new Bushfire Risk Mitigation Coordinator (BRMC) will be responsible for the management and implementation of the MAF and identified treatments.

Discussion:

Cr P R Perks queried whether there was a plan in place in the event the funding was not granted.

Mrs Erin Hutchins advised that as the works fell within the Infrastructure Directorate, they would continue with their regular ongoing maintenance works as required, however, could not see any reason why the funding would not be granted.

Mr John Carter advised that the Shire had a good track record in using and acquitting previous funding and while not pre-empting any decisions, would have thought the Shire would again be successful.

8.1.11. Incident Support Group Activations/ Incidents - Nil to report.

Discussion:

Mr André Schönfeldt referred back to Item 8.1.2 and advised the he would be providing his personal phone number to ensure that in any emergency situation he would be contactable. He also requested that contact details (and maps if available), be supplied to him by Snr Sgt Heath Soutar to ensure that other WA Police active within the Shire of Dardanup are included in the LEMC.

8.1.12. Emergency Risk Management Processes/Treatment Strategies

Bushfire Risk Mitigation Coordinator

The Shire of Dardanup has entered into an agreement with the Department of Fire & Emergency Services (DFES) and Shires of Capel and Collie for the employment of a Bushfire Risk Mitigation Coordinator (BRMC). The position will be hosted at the Shire of Capel and will work across the Shires of Capel, Collie and Dardanup until 30 June 2025.

The BRMC will work with key stakeholders across Capel, Collie and Dardanup to identify, prioritise and evaluate mitigation activities and ensure our treatment plans are effectively planned, delivered and evaluated in accordance with the BRMC Business Plan and in line with relevant Policies and Procedures of the relative Local Government.

Melissa Howard, previously the Emergency Management Officer for the Shire of Dardanup, has been successful in securing the BRMC position.

8.1.13. Post Incident / Exercise Reports - Nil to report.

8.1.14. Completion of Annual and Preparedness Report Capability Survey - Nil to report.

8.1.15. Seasonal review – fire season preparedness

Refer DFES representative report in applicable.

8.1.16. Seasonal review – storm season preparedness – Nil to report

Refer DFES representative report if applicable.

8.2 Title: Agency Reports – Various

Reporting Department: Various

Reporting Officer: Various

*Legislation: Local Government Act 1995
Emergency Management Act 2005*

(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.

◇ **Department of Fire & Emergency Services – Vik Cheema** **2nd Quarter 2022-23**

State

State Emergency Management Committee (SEMC) Strategic Plan (Appendix 8.2A)

The SEMC endorsed an updated SEMC Strategic Plan. This plan builds on the previous plan, however is inclusive of climate change and has tweaked wording around “Capable Community”. This plan will inform the DEMC/LEMC Review and Subcommittee Review.

State Hazard Plans

The following SHPs and Support Plans were approved:

- SHP Heatwave.
- SHP Severe Weather (Interim Plan extended until March 2023).
- SSP Emergency Welfare (Interim Plan extended until August 2023).

2022 Emergency Preparedness Report

This should be presented to the December SEMC meeting for endorsement.

SEMC Website

The SEMC website has transferred to wa.gov due to the expiry of the domain and the whole of government directive to transition.

- Some content is still migrating, especially the risk based content. We are pushing for this material to be finalised.
- A 'log in' section is not supported by wa.gov. Policy material such as forms are available by emailing Matt Verney or Carla Patterson at the policy team. Response Subcommittee will consider access to forms at the next Subcommittee.

Discussion:

Mr Vik Cheema advised that the migration of information to the new website was an ongoing process and finding forms and information may be difficult during this period. If anyone had any feedback after using the new site, please forward on to him.

District – South West

SW DEMC: Last meeting held on 11 October 2022. Key items discussed:

- Seasonal forecast presentation – Bureau of Meteorology.
- Australian Fire Danger Rating System presentation – DFES (included at appendix 8.2B).
- Burns Options Program – DBCA (included at Appendix 8.2C).
- National Emergency Management Agency – Introduction.
- SW EM report – Total 12 x LEMA, 5 x compliant, 4 x draft, 3 x overdue.
- Shire of Capel LEMA noted at the DEMC meeting.

Local

- Copy of the Local Emergency Management Arrangement – Status is below. Please check the due date for the five-yearly LEMA reviews and allow a minimum of six months to complete the LEMA review process.

Discussion:

In relation to the table below, Cr P R Perks queried why there were three Shire's in high risk areas that had not completed their review yet.

Mr Vik Cheema advised that the review can take up to twelve months and with Covid and staffing issues having an impact, the process has been slowed for some areas, however, he has full confidence in all of the Local Government's within his area.

Mr André Schönfeldt asked if the Local Emergency Management Arrangements had standardised wording.

Mr Vik Cheema advised there was a standard template, however it was under review currently, so changes may be forthcoming in the new year.

Ready
Draft
Nearing review
Overdue



South West
District Emergency Management Committee
Local EM report as at 11 October 2022

Number local governments	Number LEMCs	LEMA noted/submitted to SEMC	% Local governments with current required LEMA		
12	12	1 (Capel)	40% Current		
Local Government		LEMA Status	Date	Resolution No	Date of 5 year review
Shire of Augusta Margaret River	Augusta Margaret River	Draft LEMA distributed to the LEMC for consultation/feedback	3/10/2017	46/2017	3/10/2022
Shire of Boyup Brook	Boyup Brook	Current	3/08/2018	52/2018	3/08/2023
Shire of Bridgetown-Greenbushes	Bridgetown-Greenbushes	AWARE funding allocated, project to be initiated	3/10/2017	46/2017	3/10/2022
City of Bunbury	Bunbury	Current	6/03/2020	08/2020	6/03/2025
City of Busselton	Busselton	Draft LEMA distributed to the LEMC for consultation/feedback	8/12/2017	63/2017	8/12/2022
Shire of Capel	Capel	LEMA tabled at the SW DEMC for noting	2/08/2016	40/2016	2/08/2021
Shire of Collie	Collie	AWARE funding - Draft LEMA currently with LGA	3/10/2017	46/2017	3/10/2022
Shire of Dardanup	Dardanup	Current	11/03/2022	TBA	11/03/2027
Shire of Donnybrook-Balingup	Donnybrook-Balingup	AWARE funding allocated, project to be initiated	3/10/2017	46/2017	3/10/2022
Shire of Harvey	Harvey	Annual review required	3/10/2017	46/2017	3/10/2022
Shire of Manjimup	Manjimup	Current	6/03/2020	08/2020	6/03/2025
Shire of Nannup	Nannup	Current	14/08/2020	50/2020	14/08/2025

◇ Department of Communities – Renee Flaxman

Date: From – October 2020 to December 2022 inclusive				
INCIDENTS:				
Date	Type of Incident	Location of Incident	Other Agencies Involved	Comments/Outcomes
Ongoing	Health - Pandemic	South West	HMA – Health	Close Out Stages
EXERCISES AND TRAINING:				
Date:	Title	Objectives	Comments/Outcomes	
Additional Comments/Suggestions:				
<ul style="list-style-type: none"> • Since early August the Department of Communities has delivered 8 Evacuation Centre Training Workshops to staff and stakeholders in preparation for the high threat season. Communities will continue to offer and encourage sessions in the coming months. • The new dedicated Emergency Services DESO vehicle has been received and fitted out with all equipment needed to accommodate 20 people in an evacuation centre, including Registration Forms, LEWPs, bedding (including stretchers, air mattresses and linen), toiletries, catering supplies, chargers and more. The current trailer equipment has been restocked and updated, ready for the season. • Department of Communities staff from the State Welfare Incident Coordination Centre (SWICC) and the All-Hazards Unit will be attending a three-day conference at the end of October. Topics will include numerous projects, lessons learned during the peak of the COVID Pandemic and Communities role throughout, as well as lessons learned during last seasons' activations to better prepare for and enhance the delivery of welfare and emergency services during and after an emergency event. • The Interim State Emergency Welfare Plan was recently reviewed and upon completion of the findings, changes are likely to be implemented within the Local Emergency Welfare Plan (LEWP) templates. • LEWP appendices and contact details have been updated in all LEWP's and are ready for tabling. LEMC members are encouraged to review information related to their own agencies and notify DESO if further changes need to be made. 				

Discussion:

Ms Renee Flaxman advised that Evacuation Centre training was ongoing and they hoped to link in with Shire's. She also advised that the Local Emergency Welfare Plan, was undergoing some revisions and should be released soon.

◇ **Department of Fire & Emergency Services – John Carter**

Mr John Carter providing the following verbal update at the meeting:

AUSTRALIAN FIRE DANGER RATING SYSTEM (AFDRS)

The Australian Fire Danger Rating System (AFDRS) went live 1st September 2022 and now has four levels (instead of six) – Moderate, High, Extreme and Catastrophic – bringing national consistency to the public display of ratings.

A change in the fire weather districts also occurred with the:

- Shire of Dardanup being in the Geographe and Brockman. The boundary between the FWDs is Dowdells Line and Banksia Road.

CLIMATE OUTLOOK

BOM have released their latest climate outlook for November to January (issued 3rd November) which is available at <http://www.bom.gov.au/climate/outlooks/#/overview/summary>.

- November to January rainfall is likely to be below median rainfall is likely for large parts of Western Australia.
- For the fortnight 31 October to 13 November, below median rainfall is likely for large parts of Western Australia extending into the western Northern Territory, increasing to very likely around the Kimberley.
- November to January maximum temperatures are likely to be warmer than median for much of north-west Australia.
- Several climate drivers are contributing to this wet outlook, including La Niña, a negative Indian Ocean Dipole event, an expected positive phase of the Southern Annular Mode for most of November and December, and warmer waters around Australia. The Madden-Julian Oscillation may also contribute to wetter conditions for eastern parts of Australia over the next fortnight.

AFAC BUSHFIRE OUTLOOK

AFAC are forecasting a normal fire potential for southern Western Australia. Root zone soil moisture is expected to remain below average with the median to below median rainfalls across the Jarrah Forest bioregion with the forecast high chance of exceeding median maximum and minimum temperatures and existing rainfall deficiency. This increases the probability of early onset of southern fire season should rainfall deficits continue into spring.

NSW FLOOD RESPONSE

DFES South West are supporting the response to the ongoing floods in NSW and Victoria with a number of SES volunteers and DFES staff having been deployed in November in operational and IMT roles.

SEMC TRAFFIC MANAGEMENT

The State Emergency Management Committee have released an updated *Traffic Management in Emergency Guidelines* (<https://www.wa.gov.au/government/document-collections/emergency-management-guidelines>) that is intended for use by emergency services, combat and support agencies, local government and private contractors who may be tasked to provide traffic management services during an emergency.

This guideline is provided to agencies who have a traffic management role in an emergency and should be used when developing agency specific internal procedures.

A number of new and updated traffic management forms and checklists have been developed to be used by HMAs/controlling agencies who may have a role in traffic management which can be found on the SEMC website.

◇ **Department of Primary Industries and Regional Development – Tim Stevens**

Situation Report:

1. **Declared incidents** – DPIRD is managing:
 - Seven (7) plant pest/disease level 1 & 2 Incidents.
 - Nil animal pest/disease incidents.

Plant pest / disease incidents include **Polyphagous shot-hole borer** in the Perth metropolitan area.

Polyphagous shot-hole borer (PSHB) (*Euwallacea fornicatus*) is a beetle native to Southeast Asia. The beetle attacks a wide range of plants by tunnelling into trunks, stems and branches.

The Department of Primary Industries and Regional Development is responding to the confirmed detections of an exotic beetle Polyphagous Shot-Hole Borer in the Perth metropolitan area. Response activities include:

- Conducting surveillance to determine the distribution of PSHB.
- Containing the pest to prevent further spread to non-infested regions within Western Australia.
- Providing advice and information to residents, industry and other stakeholders.
- Ensuring that all response activities are conducted safely, consistently and efficiently.

Link to information about [Polyphagous shot-hole borer | Agriculture and Food](#)

Varroa Mite – DPIRD has been providing support to the NSW Department of Primary Industries which is managing an incursion of Varroa Mite in NSW. Varroa mites (*Varroa jacobsoni* and *V. destructor*) are the most serious pest of honey bees worldwide.

Link to information about Varroa Mite (nsw.gov.au).

2. **State alerts and investigations**

DPIRD is currently investigating a further two (2) pests and diseases.

3. **National alerts & investigations**

DPIRD and other state jurisdictions continue to monitor reported outbreaks of:

- **African Swine Fever** – FAO situation update in Asia and Pacific dated 15 September 2022 advised ASF reported countries since August 2018: China, Mongolia, Vietnam, Cambodia, Democratic People’s Republic of Korea, Lao People’s Democratic Republic, Myanmar, The Philippines, Republic of Korea, Timor-Leste, Indonesia, Papua New Guinea, India, Malaysia, Bhutan, Thailand, Nepal.

Link to information about African Swine Fever: <https://www.fao.org/animal-health/situation-updates/asf-in-asia-pacific/en>

- **Lumpy Skin Disease** – Vietnam, Thailand, Malaysia and Indonesia

- **Foot and Mouth Disease** – Indonesia

NB: There are, currently, no known incidences of these diseases in Australia.

Information regarding Foot and Mouth Disease prevention is available on the WA government website: [Foot-and-mouth disease advice for Western Australians \(www.wa.gov.au\)](http://www.wa.gov.au)

Information is also available on the DPIRD website:

[Foot-and-mouth disease: prevention and preparedness | Agriculture and Food](#)

4. **Severe Tropical Cyclone Seroja (Recovery)**

DPIRD, through its Rural Business Development Unit, is managing Disaster Recovery Funding Arrangements WA (DRFAWA) assistance to primary producers impacted by TC Seroja.

5. **COVID 19**

DPIRD:

- continues to monitor information from the Department of Health.
- communicates to staff regarding the management of COVID in the workplace.

6. **Southwest Land Division Fires:**

- DPIRD District Recovery Coordinator, Rob Cossart, is working in to support communities recovering from the bushfires which occurred in early February 2022.
- Affected local governments: Corrigin, Narrogin, Bridgetown and Denmark.

Situation Report:

No issues to report.

DPIRD's role in emergency management

The Department of Primary Industries and Regional Development plays an important role in emergency management in Western Australia.

- Hazard Management Agency (HMA) for animal and plant biosecurity with responsibilities across prevention/mitigation, preparedness, response and recovery.
- Provision of support to other HMAs by:
 - coordinating animal welfare for other hazard emergencies including bushfires, cyclones and floods;
 - contributing to the Controlling Agency's impact statement in relation to impacts to primary industries (where an impact statement is required)
 - managing eligible assistance for primary producers under the Disaster Recovery Funding Arrangements WA and providing advice to primary producers in relation to this funding.

◇ **WA Police**

Capel Station

No major incidents to report.

Australind Station

No emergency management related incidents to report. The Station has struggled due to lack of resources, however only has one vacancy to fill at present. Demand on resources will peak during summer. The biggest issues aside from crime currently is mental health. Emergency management is looked at from district perspective and resources would be pulled from elsewhere (Bunbury etc) as required.

◇ Main Roads WA – Dave Smith

Mr Dave Smith advised their focus was on incident response training and upcoming works planned over the holiday period.

◇ Moore Road Emergency Response Group – Graeme Offer

Mr Graeme Offer advised that their group would be running an emergency management exercise in March and they would appreciate personnel from DFES and WA Police to attend if possible.

Discussion:

Mr John Carter asked that Mr Graeme Offer contact him about the exercise to discuss DFES involvement.

Mr Vik Cheema advised the group that he was going on 12 months extended leave and that Mrs Erin Hutchins from the Shire would be his replacement.

Deputy Chairman, Snr Sgt Heath Soutar thanked Mr Vik Cheema for his support and advice on all aspects of emergency management, wished him well and acknowledged that Mrs Erin Hutchins would be an asset stepping into the role.

Mr André Schönfeldt also thanked Mr Vik Cheema for his support and assistance over the years and wished him all the best for his new endeavour and congratulated Mrs Erin Hutchins on the new opportunity.

9 MATTERS BEHIND CLOSED DOORS

None.

10 CLOSURE OF MEETING

The Deputy Chairperson advises that the next date of the Local Emergency Management Committee Meeting will be advised.

There being no further business the Deputy Chairperson declared the meeting closed 10.45am.