



Committee Meetings

APPENDICES

Item 12.5.1

ORDINARY COUNCIL MEETING

To Be Held

Wednesday, 24th of August 2022

Commencing at 5.00pm

At

Shire of Dardanup
ADMINISTRATION CENTRE EATON
1 Council Drive – EATON

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MINUTES

LOCAL EMERGENCY MANAGEMENT COMMITTEE MEETING

Held

10 August 2022

At

**Shire of Dardanup
Administration Centre Eaton
1 Council Drive - EATON**

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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’s)
- Representative – Department of Communities
- Representative – Department of Primary Industries and Regional Development
- Representative – Department of Biodiversity, Conservation & Attractions
- Representative – Department of Health
- Representative – Main Roads WA
- Representative – Department of Fire & Emergency Services
- Representative – Department of Transport
- Representative – Water Corporation
- Representative – Western Power
- Representative – Aqwest
- Representative – St Johns Ambulance WA
- Representative – Telstra Australia
- Representative – Australian Rail Group
- Representative – ATCO Gas
- Representative – Moore Road Emergency Response Group
- Observer - District Emergency Management Advisor – SW Office of Emergency Management (OEM)

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 OF THE SHIRE OF DARDANUP LOCAL EMERGENCY MANAGEMENT COMMITTEE MEETING HELD ON WEDNESDAY 10 AUGUST 2022, AT SHIRE OF DARDANUP – EATON ADMINISTRATION CENTRE AND VIA TEAMS, COMMENCING AT 10.00AM.****1 DECLARATION OF OPENING/ANNOUNCEMENTS OF VISITORS**

The Acting Chairperson, Mr André Schönfeldt 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

2.1 Attendance

Mr André Schönfeldt	-	Chief Executive Officer (Acting Chairperson)
Snr Sgt Heath Soutar	-	WA Police (Australind) (Deputy Chairperson)
Snr Sgt Chris Page	-	WA Police (Capel) (Deputy Chairperson)
Cr Ellen Lilly	-	Elected Member
Cr Patricia Perks	-	Elected Member
Mrs Melissa Howard	-	A/Coordinator – Emergency & Ranger Services
Mr John Carter	-	Department Fire & Emergency Services
Ms Michele Duxbury	-	Department of Communities
Mr Steve Collins	-	Water Corporation
Mr Graeme Offer	-	Moore Road Emergency Response Group – <i>Via Teams</i>
Mr Reuben Jacobs	-	Department Parks & Wildlife – <i>Via Teams</i>
Mr Cris Carvalho	-	Aqwest – <i>Via Teams</i>
Mr Aaron Goodhew	-	ATCO - <i>Via Teams</i>
Mr Tim Stevens	-	Dept of Primary Industries & Regional Development - <i>Via Teams</i>

2.2 Observer

Mrs Amanda Tuberes	-	PA Director Sustainable Development
Mr Gary Thompson	-	Manager Sport and Recreation
Mr Murray Connell	-	Manager Development Services
Mr Neil Nicholson	-	Principal Environmental Health Officer
Mr Glen Willers	-	WA Police
Mr Ron Jeakes	-	Aq West – <i>Via Teams</i>
Mr Paul Sanderson	-	Eaton Lions Club
Mr Vik Cheema	-	Department of Fire & Emergency Services
Ms Renee Flaxman	-	Department of Communities

2.3 Apologies

Cr Michael Bennett	-	Shire President (Chairperson)
Mrs Erin Hutchins	-	Coordinator – Emergency & Ranger Services
Mr Peter Westgate	-	Department of Transport
Mr Dave Smith	-	Main Roads WA
Ms Debra Leverington	-	Telstra
Mr Mick Sheaf	-	ATCO Gas
Mr Robin Vanrensburg	-	Western Power
Ms Leigh Hall	-	Department of Health
Ms Yvonne Bagwell	-	WA Country Health
Mr Charles Wilks	-	St John Ambulance
Mr Kevin Shaw	-	Australian Rail Group

3 PRESENTATIONS

None.

4 CONFIRMATION OF MINUTES OF PREVIOUS MEETING

4.1 Local Emergency Management Committee Meeting Held 11 May 2022

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

LEM 03-22 MOVED - Cr. E P Lilly SECONDED - Cr. P R Perks

THAT the Minutes of the Local Emergency Management Committee Meeting held on 11 May 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**

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

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 available electronically. 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].

8.1.5. Exercises that Tested the LEMA**DFES South West Bushfire and Flood Exercise Scenarios**

The Shire of Dardanup, including the Shire President, Deputy and Shire staff were provided the opportunity to be part of DFES exercises. The main objective of the exercises were to test the response and functionality of an Incident Management Team (IMT) and Incident Support Group (ISG).

The exercise scenarios conducted were as follows;

- Level 2 Bushfire scenario occurring in late December starting at the Dardanup Equestrian Centre fanned by catastrophic summer conditions that resulted in West Dardanup community being evacuated.

- Level 2 Flood scenario exercise based on a sub-tropical cyclone moving down the coast of WA resulting in a trough that caused significant rain triggering flooding of local catchments within the Collie area and surrounds.

Rural Urban Interface Exercise – West Dardanup

On Saturday 24th September 2022, the Shire of Dardanup local bushfire brigades and the Department of Fire and Emergency Services (DFES) will be participating in a Rural-Urban Interface (RUI) exercise in the community of Dardanup West. A letter has been sent to all residents in Dardanup West informing them of the exercise and inviting them to participate.

The aim of the exercise is for the local and neighbouring fire brigades to gain a better understanding of the West Dardanup community, which may assist in better protection of the community in the event of a bushfire. The exercise will also provide information to the individual members of the community on the level of preparedness of their properties and assist them in the works required to maximize the defendability of their property in the event of a Bushfire.

8.1.6. Sub-Committees or Working Groups - Nil to report.

8.1.7. Projects Undertaken - Nil to report.

8.1.8. Key Achievements - Nil to report.

8.1.9. Local Training Needs or Opportunities

Brigade Winter Training

The Shire of Dardanup Training Assessors and DFES District Officers provide a number of Brigade training courses for Volunteers to complete. Winter is an important time of year to train new volunteers looking at being on the fire-ground next fire season as well as support succession planning for more experienced volunteers looking to upskill and take on additional roles to basic firefighting.

The Shire of Dardanup Coordinator for Emergency and Ranger Services and the Emergency Management Officer attended the following DFES courses to better support the Shires Bushfire Brigades and meet DFES reporting standards, including;

- Incident Reporting System (IRS) Training
- eAcademy Training
- Course Coordinator

The training was only offered to LG employees who coordinate courses where the LG does not have a CESM position.

8.1.10. Funding Opportunities**AWARE Grant**

The Shire made 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.

To date the Shire has not been advised if the application was successful.

LGGS

The Shire has been advised of the Local Government Grants Scheme (LGGS) Operating Grant for 2022-23. The Shire has been successful in securing a total of \$220,022 which includes \$16,786 for plant and equipment specifically requested by brigades.

Operating Grants are paid in quarterly instalments (July, October, January and April).

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

8.1.12. Emergency Risk Management Processes/Treatment Strategies

The Shire has acquitted the 2021-2022 Mitigation Activity Funding (MAF) after completing mitigation activities to identified areas at risk of bushfire throughout the 2021-2022 financial year. A total of 15 bushfire mitigation treatments, such as mechanical works and planned burns, were completed to reduce the bushfire risk to over 33.74ha of Shire reserves, including;

LOCAL GOVERNMENT	TREATMENT ID	ASSET NAME	TREATMENT TYPE
Dardanup	2707	Tulip Grove (1-23), Eaton	Planned Burning
Dardanup	5711	Seaview Heights (55-56), Henty	Fire Access Road / Track(s)

LOCAL GOVERNMENT	TREATMENT ID	ASSET NAME	TREATMENT TYPE
Dardanup	7237	Bethanie Esprit Village - Retirement Community	Mechanical Works
Dardanup	7684	Collie River Road (616), Burekup	Mechanical Works
Dardanup	7685	Collie River Road (712), Burekup	Mechanical Works
Dardanup	7686	Golding Crescent (40), Picton East	Mechanical Works
Dardanup	7687	Henty Road (402), Burekup	Mechanical Works
Dardanup	7915	Cleanaway Solid Waste Service, Crooked Brook	Mechanical Works
Dardanup	7916	Hynes Road (180), Waterloo	Mechanical Works
Dardanup	7919	33-65 Shenton Road, Burekup	Mechanical Works
Dardanup	8335	Tognolini Road (36), Paradise	Mechanical Works
Dardanup	8652	Ferguson Road (2041), Wellington Mill	Fire Access Road / Track(s)

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

8.1.14. Completion of Annual and Preparedness Report Capability Survey

The Shire has completed and submitted the 2022 Annual and Preparedness Report Capability Survey, conducted on behalf of the State Emergency Management Committee (SEMC).

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.

A verbal update was provided on the recent storm event and some images were put on screen showing the resulting damage from around the Shire (Appendix 1).

8.2 Title: Agency Reports – Various

<i>Reporting Department:</i>	<i>Various</i>
<i>Reporting Officer:</i>	<i>Various</i>
<i>Legislation:</i>	<i>Local Government Act 1995</i> <i>Emergency Management Act 2005</i>

Background

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

◇ Office of Emergency Management – Vik Cheema

A brief update was provided verbally and the below report was submitted for your information.

1st Quarter 2022-23**State****Local Emergency Management Arrangements (LEMA) Review**

In late 2019 the State Emergency Management Committee (SEMC) approved a sector-led review of Local Emergency Management Arrangements (LEMA) requirements and responsibilities.

The request for a review was driven by reports from across the sector that current LEMA inclusions, processes for development and effectiveness are no longer fit-for-purpose, and that there is a need to consider other approaches that may better build, support, and communicate emergency management capability.

The State Emergency Management Committee (SEMC) Business Unit and the WA Local Government Association (WALGA) are working with key stakeholders to identify issues with LEMA and investigate and develop options for streamlining the LEMA process.

This is a significant opportunity to reshape the current LEMA and improve processes to better fit with the changing landscape of emergency management and ensure they are fit-for-purpose, contemporary, scalable, and sustainable.

After the LEMA review, a LEMA Improvement Plan will be developed, including an implementation plan.

The review consists of the following key activities:

1. Consultation and engagement with key stakeholders to obtain feedback on LEMA.
2. Prepare a draft consultation and recommendations report based on feedback.
3. Pilot projects or exercises to test new LEMA approaches.
4. Produce a LEMA Improvement Plan, including an implementation plan.

Funding

- The National Disaster Risk Reduction (NDRR) Grant Program applications closed on 6 May 2022.
- The applications for the All West Australians Reducing Emergencies (AWARE) Program, 2022-23, closed on 10 June 2022.

District – South West

COVID-19: Department of Health (HMA) facilitates regular Operations Area Support Group (OASG) meetings. Additional OASG meetings are held to share time-critical information with the emergency management stakeholders and local government representatives.

SW DEMC: Next meeting is due on 11 October 2022.

Local

- South West LEMA Review Workshop will be conducted on 14 September at the City of Bunbury. More information to follow on the workshop timings and invitation in due course.
- Copy of the Local Emergency Management Arrangement – Status is attached to this report. Please check the due date for the five-yearly LEMA reviews and allow a minimum of six months to complete the LEMA review process.



South West
District Emergency Management Committee
Local EM report as at 8 August 2022

Number local governments	Number LEMCs	LEMA noted/submitted to SEMC	% Local governments with current required LEMA		
12	12	1	90%		
Local Government		LEMA Status	Date	Resolution No	Date of 5 year review
Shire of Augusta Margaret River	Augusta Margaret River	Draft tabled at LEMC	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	Annual review required	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 tabled at LEMC	8/12/2017	63/2017	8/12/2022
Shire of Capel	Capel	Draft to tabled at LEMC	2/08/2016	40/2016	2/08/2021
Shire of Collie	Collie	Annual review required	3/10/2017	46/2017	3/10/2022
Shire of Dardanup	Dardanup	Submitted to SEMC	2/08/2016	40/2016	2/08/2021
Shire of Donnybrook-Balingup	Donnybrook-Balingup	Annual review required	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

Note: Mr Aaron Goodhew – ATGO Gas and Mr Neil Nicholson – Principal Environmental Health Officer connected to the meeting via Teams [10.13am] and were welcomed by the Acting Chairperson.

◇ **Department of Communities – Michele Duxbury**

Date: From – July 2022 to September 2022 inclusive				
INCIDENTS:				
Date	Type of Incident	Location of Incident	Other Agencies Involved	Comments/Outcomes
Continual	Health – Pandemic	South West	HMA – Health	Close Out Stages
EXERCISES AND TRAINING: Please see notes below.				
Date:	Title	Objectives	Comments/Outcomes	
Additional Comments/Suggestions:				
<ul style="list-style-type: none"> • Department of Communities staff from the All-Hazards Unit have completed four deployments to NSW Flood Recovery affected areas between May and June. Staff were placed throughout the region. I was placed in Lismore and was stationed at the Lismore Recovery Centre as the Manager. As well as recovery centre functions, staff completed outreach work in the community specifically to remind the community to apply for the grants available to them, logistics predominantly around donations, and welfare boxes. • COVID: April – July, Communities was assisting approximately 150 individuals at the start of April, majority with families, and since then, it has been decreasing to 'business as usual', especially with the focus now on 'living with COVID'. • Regular training sessions, predominantly for Communities staff is being facilitated over the ensuing months so staff are prepared and ready to respond for the high threat season. The reason for the focus on Communities staff is because of the inability to provide training the last 2 - 3 years due to the COVID pandemic restrictions. 				

Note: Mr Neil Nicholson – Principal Environmental Health Officer entered the Chamber in person [10.16am].

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

A brief update was provided verbally and the below report was submitted for your information.

Storm Season 2022

Thanks to all the volunteers who assisted during the storm event during the week of 1st August 2022. There were 35 Requests for Assistance (RFA) in the DFES Southwest Region, most of which were for minor damage.

Exercises

DFES held two local regional exercises in the past month, being a bushfire exercise in West Dardanup and a flood exercise in Collie and along the Collie River. Both exercises included local government and agency involvement in the operational aspects of the exercise and during Incident Support Group meetings which were held for both exercises. The South West District Emergency Management Advisor provided agency representatives with training on the ISG meetings as part of the exercise.

The State bushfire exercise is planned to be held at the Bushfire Centre of Excellence over the week of 12th September with the four State preformed bushfire teams participating during that week.

WA Fire and Emergency Services Conference 2022

The 11th annual WA Fire and Emergency Services (WAFES) Conference will be held on Friday 9th and Saturday 10th September 2022 at Crown Perth. The WAFES Awards gala dinner will again round out the program on Saturday evening.

Australian Fire Danger Rating System (AFDRS)

The Australian Fire Danger Rating System (AFDRS) will go live on Thursday 1st September 2022 and has been developed using the latest science to be more accurate and relevant to where you live.

The AFDRS levels are:

1. **Moderate: Plan and prepare.**
Most fires can be controlled. Check your bushfire plan. If you do not have a plan, make one by visiting My Bushfire Plan (mybushfireplan.wa.gov.au).
2. **High: Be ready to act.**
Fires can be dangerous. Decide what you will do if a fire starts. Review your bushfire plan. If you do not have a plan, make one by visiting My Bushfire Plan.
3. **Extreme: Take action now to protect your life and property.**
Fires will spread quickly and be extremely dangerous. Put your bushfire plan into action. If you do not have a plan, visit My Bushfire Plan to decide when you will leave and where you will go. If a fire starts, take immediate action. If you and your property are not prepared to the highest level, plan to leave early.
4. **Catastrophic: For your survival, leave bushfire risk areas.**
If a fire starts and takes hold, lives are likely to be lost. It may be too late to make a bushfire plan. Prepare your emergency kit and choose where you will go and different ways to get there to Stay safe by going to a safer location early in the morning or the night before.

The AFDRS will also introduce 'no rating' for days where bushfires are unlikely to spread in a dangerous or life-threatening way. On these days you still need to remain alert and abide by local seasonal laws and regulations.

You can find your daily Fire Danger Rating at:

- emergency.wa.gov.au
- bom.gov.au
- 13 DFES (13 3337)

During the restricted burning period you cannot burn under a burn permit on days where the Fire Danger Rating is High, Extreme or Catastrophic. Always check the Fire Danger Rating for your area before commencing any burning on your property.

During the restricted burning period you cannot light a fire outdoors for camping or cooking on days where the Fire Danger Rating is High, Extreme or Catastrophic. Always check the Fire Danger Rating in your area before lighting up.

During the restricted burning period restrictions may apply to agricultural or industrial activities. This varies across local governments - refer to your local government for more information.

An Extreme or Catastrophic Fire Danger Rating will trigger a Total Fire Ban. Other restrictions may apply to agricultural and industrial activities.

Climate Outlook

BOM have released the latest climate outlook for August to October 2022 (issued 4th August) which is available at <http://www.bom.gov.au/climate/outlooks/#/overview/summary>.

- August to October rainfall is likely to be above median for most of Australia, but below median for western Tasmania and an area of south-western WA.
- August to October maximum temperatures are likely to be above median for the tropics, parts of the west and far south-east, but below median for parts of the east and southern interior encompassing most of South Australia.
- Minimum temperatures for August to October are likely to be above median nationwide.
- The negative Indian Ocean Dipole event, warmer than average waters around northern Australia, and a neutral to cool phase of the El Niño–Southern Oscillation are likely to be influencing this outlook.

◇ Department of Primary Industries and Regional Development – Tim Stevens

Situation Report:

1. **Declared incidents** – DPIRD is managing:
 - 7 plant pest/disease Level 1 & 2 Incidents
 - 0 animal pest/disease Incidents
2. **State alerts and investigations** – DPIRD currently investigating a further 4 pests and diseases. *(updated from 3 to 4 from the time this report was submitted to the day of the meeting)*
3. **National alerts & investigations** – DPIRD and other State jurisdictions continue to monitor reported outbreaks of **African Swine Fever** – Republic of Korea, Thailand, Vietnam, Malaysia Philippines and India, **Lumpy Skin Disease** – Vietnam, Thailand, Malaysia and Indonesia, and **Foot and Mouth Disease** – Indonesia, **noting that there is no known incidence of the three in Australia currently.**
4. **Severe Tropical Cyclone Seroja (Recovery)** – DPIRD’s Rural Business Develop Unit continues to administer reimbursement grants (Commonwealth funding) and assist growers through the process where required.
5. **COVID 19** – DPIRD continues to support COVID awareness activities in accordance with Department of Health advices.
6. DPIRD District Recovery Coordinator (Rob Cossart) continues to support communities recovering from the aftermath of the catastrophic bushfires experienced in early February in the Southwest Land Division.

Issues:

No issues to report.

Incident and Emergency Management:

The **Department of Primary Industries and Regional Development** (DPIRD) plays a crucial role in emergency management to safeguard Western Australia’s primary industries and regions, and support their growth by preventing and minimising the impact of incidents

DPIRD’s role is as the Hazard Management Agency (HMA) for animal and plant biosecurity, as well as managing risk in other areas in relation to animal welfare, marine and fish pest incidents. The

department also has responsibility for providing support services to other Hazard Management Agencies. This includes:

- coordinating responses to animal welfare during natural disasters and severe weather events such as cyclones or bushfires;
- assisting with fish pest events;
- rapid assessment of natural disaster impacts on primary industries where the affected sector specific skills, experience or expertise resides within the department; and
- assisting within DPIRD's capabilities and portfolio, affected primary industries and regions to recover from the consequences of an emergency including by supporting DFES in managing grants as part of the Disaster Recovery Funding Arrangements WA (DRFAWA).

Verbal Update at meeting:

Tim Stevens advised that further to No. 3 of the Situation Report above, it should be noted that given the recent confirmation of Foot and Mouth Disease (FMD) in Indonesia, the possibility of a FMD outbreak in Australia has increased from 9% to 11.6% and the likelihood of a Lumpy Skin Disease (LSD) outbreak has increased to 28% in the next 5 years.

◇ **Department of Biodiversity, Conservation and Attractions – Reuben Jacobs**

The Committee was advised that the DBCA would be conducting four burns of varying sizes within the Shire of Dardanup during Spring and Autumn.

◇ **WA Police – OIC Senior Sergeant Heath Soutar – Australind Police Station**

A verbal overview of the below report was provided to the Committee, where it was also noted that shortages of staff due to Covid had been a factor for their station.

For those of you I have not met or do not know me as yet, my name is Heath Soutar and I have been with WAPOL over 30 years. I am looking forward to a full tenure of 4 years here as Officer In Charge at Australind Police Station.

I am not looking for promotion or to leave Australind in any hurry, my goal is to provide trusted, valued and excellent Policing Services to the people of the Australind Police Sub District and the broader community.

I have come back to the South West with Officer in Charge Experience of Laverton Police Station (3 years), Collie Police Station (3 ½ years) and Merredin Police Station 18 months. Merredin was cut short due to a family issue involving my very young daughter and the fact we need to be closer to Perth and Bunbury for specialist health care.

I am very much about ownership and accountability of my sub district, how my team perform reflects on my leadership. We currently have 15 Full time positions attached to Australind Police Station, with 1 advertised vacancy that is usually not too hard to fill. Our sub district has nearly 30 000 people with in it, we are terribly outnumbered!

Emergency Management is a very important part of my role, but one that we do not get daily exposure to like many of the other functions we perform.

The Australind Policing Sub District falls within two shires, Dardanup and Harvey, the majority of our Policing Sub District being within the Harvey Shire. The Dardanup Shire has only a small portion of its District within our Policing Sub District, but it would account for a very large number of people that live in that area.

I am a member of Emergency Management Committee of the Shire of Harvey and have not been delegated any other role. I have been advised that the previous Officer in Charge of Australind Police Station, Snr Sgt Mark SMITH was the deputy chair for the Dardanup Shire. I am unsure if the next OIC, Snr Sgt Luke FOWLER also performed this role. I have been told the OIC of Australind Police Station is the delegated Deputy Chair of this Shire meeting.

This decision would be enshrined in the Guidelines as published in the State Emergency Management Procedure s3.7 states "...the Local Emergency Coordinator *should be appointed* as Deputy Chair". Local Emergency Coordinators (LECs) are Police Officers in Charge of Police Stations at Local Level. Within the Policy there are *requirements* to have our LEMC meetings and *guidelines* to assist the running of those meetings.

The Shire of Dardanup encompasses 4 Police Sub Districts, Australind, Bunbury, Donnybrook and Capel, there are 4 LEC's within the Dardanup Shire.

At the next Shire of Dardanup Emergency Management meeting I will relinquish my appointed role as Deputy Chair and ask if anyone would like to take on this role. Ideally it would be another of the LEC's, but I would respectfully submit it could be any person who is part of the committee and has an active role in Emergency management. I take the role of Emergency Management very seriously but it only forms part of the many roles and functions I am required to perform within my role as OIC of Australind Police Station.

I am looking for consistency within my role for both Shires, being just a delegated member of both would help provide that consistency.

Discussion:

The Acting Chairperson, Mr André Schönfeldt welcomed Senior Sergeant Soutar to his first LEMC and to the area.

There was significant discussion amongst the Committee about the role of the Deputy Chairperson.

Vik Cheema outlined that LEMC is a legislative responsibility of Local Government under the Emergency Management Act 2005 (sections 38-40) which determines membership and roles and responsibilities required by each agency and not a Committee of Council.

At its November 2021 meeting, after the opening of the Capel Police Station, the LEMC had voted to have two Deputy Chairperson's, being the OIC of Australind and Capel.

The role of the Deputy Chairperson is to Chair a meeting in the absence of the Chairperson, the Shire President, which has been a rare occurrence to date. All of the administration functions of the Committee are undertaken by Shire of Dardanup staff, to not infringe on the valuable time of Committee members.

After deliberation, it was decided that the Deputy Chairperson positions would remain, per the Terms of Reference, with OIC Australind as the first Deputy Chairperson and the OIC Capel as the second Deputy Chairperson.

◇ **WA Police – OIC Senior Sergeant Chris Page – Capel Police Station**

Chris Page advised that the Capel Police would be involved in an upcoming DFES exercise in September and that there had been no major incidents in the area.

Discussion:

The Acting Chairperson, Mr André Schönfeldt queried an incident on Ferguson Road that included a fallen tree and one vehicle and was advised that the driver of the vehicle had suffered only minor injuries.

◇ **Water Corporation – Steve Collins**

Nothing to report.

◇ **Aqwest – Cristiano Carvalho and Ron Jeakes**

Nothing to report, business as usual.

◇ **Atco Gas – Aaron Goodhew**

It was noted that due to a local contractor ceasing to operate they had experienced some labour shortages with new contractors undergoing training. Their head office in Perth is extremely supportive.

◇ **Australian Rail Group**

The Acting Chairperson asked the A/Coordinator Emergency & Ranger Services to confirm if this was the correct company. John Carter offered to make contact to ensure a suitable representative is invited from ARC.

◇ **Moore Road Emergency Response Group – Graeme Offer**

Graeme Offer thanked DFES for allowing their Group to take part in a recent bushfire drill.

Discussion:

Mr Vik Cheema - DFES reiterated how important it was to regularly attend the LEMC meetings even though it's off season. It's all about readiness and preparedness as well as maintaining connection with the Shire as well as the other agencies.

9 MATTERS BEHIND CLOSED DOORS

None.

10 CLOSURE OF MEETING

The Acting Chairperson advised that the date of the Local Emergency Management Committee Meeting will be Wednesday 9 November 2022 commencing at 10.00 am at the Shire of Dardanup - Administration Centre Eaton.

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