



# Shire of Dardanup

# **APPENDICES**

## **COMMITTEE MEETINGS**

## **ORDINARY COUNCIL MEETING**

To Be Held

Wednesday, 27<sup>th</sup> August 2025  
Commencing at 5.00pm

At

Shire of Dardanup  
ADMINISTRATION CENTRE EATON  
1 Council Drive - EATON

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SHIRE OF DARDANUP

UNCONFIRMED MINUTES FOR THE SHIRE OF DARDANUP LEMC MEETING HELD ON WEDNESDAY, THE 13<sup>TH</sup> AUGUST 2025, AT ADMINISTRATION CENTRE EATON, 1 COUNCIL DRIVE, EATON, COMMENCED AT 10.00AM.

**1 DECLARATION OF OPENING/ANNOUNCEMENTS OF VISITORS**

The Chairperson, Cr Tyrrell Gardiner declared the meeting open at 10.01am, welcomed those in attendance and refer 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

Cr T Gardiner	-	Shire President
Cr T Jenour	-	Elected member
Mr Stephen Loiterton	-	Coordinator – Emergency & Ranger Services
Mr Steve Collins	-	Water Corporation [via Teams]
Mr Bruce Hancock	-	Main Roads WA
Ms Ceri Elliot	-	WA Country Health Services – SW [via Teams]
Ms Renee Flaxman	-	Department of Communities
Mr Tim Rainer	-	Capel Police [via Teams]
Mr Graeme Offer	-	Hexion
Mr Rowan Hunter	-	Department of Fire & Emergency Services
Mr Garth Grimsley	-	Department of Biodiversity, Conservation and Attractions
Mr Clem Neill	-	Western Power

### Observers

Mr André Schönfeldt	-	Chief Executive Officer
Mr Ashwin Nair	-	Director Sustainable Development
Mr Neil Nicholson	-	Principal Environmental Health Officer
Mr Dallas Brennan	-	Ranger
Mrs Jolene Roots	-	Executive Support Officer

### 2.2 Apologies

Mr. Tim Stevens	-	Department of Primary Industries and Regional Development
Cr E Lilly	-	Deputy Shire President
Mr Scott Fitzgerald	-	Western Power
Mr Stephen Reid	-	Aurizon
Mr Peter Westgate	-	Department of Transport and Major Infrastructure

## 3 PRESENTATIONS

None.

## 4 CONFIRMATION OF MINUTES OF PREVIOUS MEETING

### 4.1 Local Emergency Management Committee Meeting Held on the 7<sup>th</sup> May 2025.

#### OFFICER RECOMMENDED RESOLUTION

LEMC 05-25      MOVED –      Cr T G Gardiner      SECONDED -      Ms Renee Flaxman

**THAT the Minutes of the Local Emergency Management Committee Meeting held on 7<sup>th</sup> May 2025, be confirmed as true and correct.**

*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**

“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.”

*Note: Cr. T Gardiner asked the Committee if there were any Declarations of Interest to be made. There were none.*

## 8 REPORTS OF OFFICERS

### 8.1 Title: Update Report from Shire of Dardanup

#### Reporting Department

*Sustainable Development Directorate*

#### Reporting Officer

*Stephen Loiterton - Coordinator – Health, Emergency & Ranger Services*

#### Legislation

*Local Government Act 1995*

*Emergency Management Act 2005*

#### 8.1.1 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 (see attachment Appendix LEMC 8.1.1), substantially based on the previous plan. Feedback from the committee is sought on this plan. Once feedback has been incorporated, the plan will be put to the November 2025 meeting for endorsement.

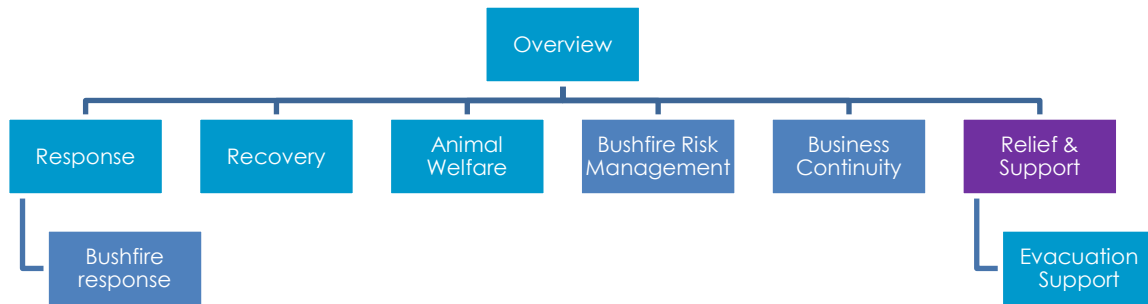
#### 8.1.2 Annual Report

The *State Emergency Management Procedure* (s3.7) requires the Executive Officer to coordinate the development of an annual report for submission to the District Emergency Management Committee.

A report has been prepared to be sent to the District Emergency Management Coordinator for the South West.

#### 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.



Given the scale of the task, a project to review the plans has already commenced. This project will change the presentation of the sub-plans to be more action oriented. The intent is to:

- have a single overview document that contains the bulk of reference/background information, including governance, roles & responsibilities, and Dardanup profile, and other contextual material
- have sub-plans that are substantially action oriented check-lists (akin to the Shire’s Business Continuity Plan).

Consideration will also be given to a new “Preparedness” plan, that will encompass risk (not just bushfire risk), community resilience, continuous improvement, and other matters. Prevention is largely a Hazard Management Agency responsibility and so a separate “Prevention” plan is perhaps not warranted.

The success of the project will also require input from the Local Emergency Management Committee. Significant community engagement is also a key success factor. The Committee currently lacks representation from: Culturally and Linguistically Diverse community, the aged community, the indigenous community, youth, people living with disability, people of faith, Chamber of Commerce, environmental groups, and any other sectors as may be impacted (negatively or positively) by an emergency. There are already identified gaps in plans that require the contributions of these groups.

A potential complicating factor is the impact of the State Emergency Management Committee’s LEMA Improvement Program. The current advice is to conduct reviews as scheduled.

#### 8.1.4 Mitigation Activity Funding

The Shire of Dardanup has been granted \$242,350 to assist in undertaking 27 bushfire mitigation activities. Mitigation activities include mechanical treatments to reduce fuel levels, the creation of firebreaks and planned burns.

*Table of Approved Treatments*

25974 Mechanical works	Gavins Gully, West Dardanup	Completed
25975 Mechanical works	Maquire Place, Dardanup West	Completed
27010 Planned burn	Marri Reserve, Tulip Grove Eaton	Completed
27011 Chemical works	Marri Reserve, Millard St, Eaton	Completed
27012 Mechanical works	Reserve, Hale Street, Eaton	Completed
27013 Mechanical works	Reserve, Charterhouse Street, Eaton	Completed
27014 Mechanical works	Reserve, Charterhouse Street, Eaton	Completed
27027 Fire access way	Millar Creek Reserve, Hazelgrove Cr, Millbridge	Rolled over
27037 Mechanical Works	Millars Creek Reserve, Primrose Vista, Millbridge	Completed
27038 Mechanical works	Eaton Foreshore Reserve, Pratt Rd, Eaton	Completed
27039 Mechanical works	Reserve, Charolais Mews, Eaton	Rolled over

27040 Mechanical works	Reserve, Charolais Mews, Eaton	Completed
27041 Mechanical works	Reserve, Bailey Loop, West Dardanup	Completed
27042 Chemical works	Verges, Fire Access Way, The Dress Circle, Henty	Completed
27058 Fire access way	Reserve, Bailey Loop, West Dardanup	Completed
27059 Fire access way	Reserve, Bailey Loop, West Dardanup	Completed
27060 Fire access way	Reserve, Vera Place, West Dardanup	Completed
27061 Mechanical Works	Reserve, Dardanup Rd, West Dardanup	Completed
27062 Fire access way	Reserve, Dardanup Rd, West Dardanup	Completed
27063 Fire access way	Leicester Reserve, Collie River, Eaton	Completed
27069 Planned burn	Wellington Pine Plantation, King Tree Road Wellington Mills	Completed
27070 Planned burn	Wellington Mills Road Wellington Mills	Completed
27071 Planned burn	Wellington Mills Road Wellington Mills	Completed
27085 Planned burn	Fire Access Way, Padbury Road West Dardanup	Completed
27340 Planned burn	Joshua Creek Rd Crooked Brook	Rolled-over
27816 Access gate	Cormo Court, Eaton	Completed
37359 Planned burn	Gnomesville, Wellington Mill	Completed

The Coordinator Bushfire Risk Management is currently working on an application for funding for a 3-year MAF grant.

*Discussion & Note:*

- The Chief Executive Officer, Mr André Schönfeldt requested that Submissions / Feedback be sent to Mr Stephen Loiterton by 31st October 2025 for the next LEMC Meeting in November 2025.



8.2 Title: Agency Reports**Reporting Department***Various Agencies – Listed Below***Reporting Officer***Refer to Individual Report***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.

**8.2.1 WA Police – Snr Sgt Heath Soutar (Australind) & Sgt Chris Page (Capel)****8.2.2 Department of Fire & Emergency Services – District Emergency Management Advisor – Mrs Erin Hutchins**

Mrs Erin Hutchins has provided the following report:

**DEPARTMENT OF FIRE AND EMERGENCY SERVICES REPORT  
1st Quarter 2025-2026**

**DISTRICT EMERGENCY MANAGEMENT ADVISOR UPDATE  
STATE NEWS**

The last meeting of the State Emergency Management Committee (SEMC) was held on the 7<sup>th</sup> August 2025. SEMC Communiques can be found here.

**2025 SEMC MEETING SCHEDULE**

- 9<sup>th</sup> October 2025
- 4<sup>th</sup> December 2025

**STATE EMERGENCY MANAGEMENT FRAMEWORK****Comprehensive Review Schedule**

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

- State Hazard Plan – HAZMAT Annex B Space Re-entry Debris (SPRED)
- 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

You can view all current and past consultations on the Engage WA EM consultation homepage

**WALGA LEMA IMPROVEMENT PROJECT****Recommendations Paper**

The WALGA LEMA Improvement Project Paper presents the Local Emergency Management Arrangements (LEMA) improvement recommendations to the State Emergency Management Committee (SEMC) and Department of Fire and Emergency Services (DFES) to inform the processes, structure and content of a new LEMA model.

This recommendations paper has been noted by SEMC. The recommendations in this report have been shaped by the Local Government LEMA Working Group.

While the LEMA pilot currently underway aims to address some of these recommendations, it will not cover all of them, as certain recommendations fall outside the scope of the pilot and require policy updates to the State EM Framework.

#### **Other Updates**

- SEMC have endorsed DFES to proceed with the development and testing of a LEMA Development Framework, aiming for a more scalable approach to LEMA development and review. This delivers on WALGA's 2023 recommendation to establish a maturity assessment model.
- SEMC has also agreed to trial a new approach to local government emergency management risk planning.
- Both of these projects are policy projects requiring change to the Emergency Management Framework, and will involve extended consultation with local governments and broader EM sectors, including relevant subcommittees of SEMC.
- Local governments involved in the pilot program hosted Community Risk Workshops to trial possible new methodologies for local risk.
- The expected outcome is a documented set of locally valued assets and liabilities, consequence statements, and recommended treatment options, prioritising locally owned risks using local knowledge and resources.
- Work continues on the Statement of Policy, which is an online resource that collates and describes all local government responsibilities that are contained within the emergency management framework.
- Early drafts of the Statement of Policy have been shared with pilot participants and the LEMA Working Group for review and feedback.
- Additional work includes developing consistent language and terminology across all LEMA IP products and ensuring no guidance or information in existing SEMC documents is lost during the development of new resources.
- Keep up to date by visiting the SEMC website or the WALGA website. For more details, contact Catherine Feeney at WALGA

#### **OTHER NEWS**

As part of the 2025-26 State Budget announced on 19 June 2025, DFES will receive new funding of \$55.9 million over four years to:

- Build a new Career Fire and Rescue station in Yanchep to service Perth's rapidly growing northern coastal area, as well as employ and train 40 firefighters to meet the State's growing emergency management needs.
- Provide a grant to the City of Wanneroo for the construction of the Wanneroo Emergency Management Complex to enhance community safety.
- Finalise planning of the new State Emergency Management Training Centre to enhance our capacity to train emergency personnel.
- Provide a grant to the Shire of Donnybrook-Balingup to replace the Argyle Irishtown Bush Fire Brigade facility to support local preparedness and response efforts.
- Replace the Volunteer Fire and Emergency Services station in Bullsbrook to service local communities.
- Establish a State Bushfire Mitigation branch, supported by a dedicated Aboriginal Ranger Program and equipped with mitigation machinery and appliances.
- Expand the Community Services Manager program with six positions embedded across regional WA.

- In addition to the above, DFES secured permanent funding for aerial suppression to protect grain harvests during the high threat bushfire season.
- As part of the Government's commitment to support local communities, DFES will also receive funding for several one-off grants to volunteer brigades, groups and units for small asset replacement.
- DFES will also continue to receive the funding it needs to maintain its critical programs—administering disaster recovery funding to help communities affected by floods, cyclones and bushfires, investing in emergency services vehicles to boost frontline efforts and supplying the essential plant and equipment that supports our dedicated volunteers and staff.
- For further information on the DFES budget, download a copy of the 2025-26 State Budget poster.

### **DISTRICT NEWS**

The next District Emergency Management Committee (DEMC) will be held on Tuesday 21<sup>st</sup> October 2025 in the Shire of Donnybrook.

### **EVENTS**

The first 2025 State Recovery Roadshow hosted by DFES State Recovery, will be also taking place on 21<sup>st</sup> October 2025. This important event is part of their ongoing commitment to strengthening stakeholder relationships and enhancing engagement across Western Australia.

The 2025 State Recovery Roadshow will offer a comprehensive and interactive program designed to inform, connect, and empower recovery stakeholders.

#### Key highlights include:

- **Understanding DFES State Recovery's Role**  
Explore the critical functions of DFES State Recovery and the support available to communities and local governments before, during, and after disasters.
- **Insights from Recent Recoveries**  
Learn from recent recovery efforts, highlighting lessons learned and ongoing challenges.
- **Updates from State Recovery Portfolios**  
Hear directly from the team's leading the three core portfolios—Recovery Funding, Strategy and Policy, and Recovery Operations—as they share updates on current initiatives and future directions.
- **Interactive Q&A and Open Discussion**  
Engage in dedicated time for questions, feedback, and open dialogue to ensure your voice is heard and your insights contribute to shaping future recovery efforts.

DEMC representatives as well as other relevant agencies and personnel involved or with an interest in recovery are also be invited to attend.

### **REGISTRATION**

Date: Tuesday 21<sup>st</sup> October 2025

Time: 10.30am

Location: VC Mitchell Park – 10A Marmion Street, DONNYBROOK

Please  RSVP using this link by CoB Monday 13th October 2025.

If you prefer to join online, please indicate this in your registration, and a secure access link will be provided prior to the event.

### **SUPERINTENDENT UPDATE**

**REGIONAL NEWS**

As I complete my first my six-month period within my role in the South West Region, I thank everyone from a range of business areas within all Local Governments with welcoming me and working together so seamlessly, with my team in a range of PPRR activities and strategic matters.

DFES South West has transitioned well into the winter period and it has been great to see some strong rainfall totals throughout the region, hopefully filling up our dams and reservoirs!!

Please see the below information and updates.

- The new Minister for Emergency Services, the Hon Paul Papalia MLA, released some key election commitments, that have been positive for several one-off grants to volunteer brigades, groups and units, but there are no major projects for the South West to note.
- Storm Preparedness activities are well under way. DFES is always looking for opportunities to improve the Communities preparedness actions in a range of forums, and I thank those LG's who have been a part of and supported to date.
- The final report from the Bunbury Storms/Tornado will soon to be completed, and I hope to share applicable lessons learnt with key stakeholders for the betterment of our severe weather planning and response.
- As previously reported, a range of deliberate and suspicious bushfires were reported last season, and a range of enquiries have been followed up by WA Police and investigated, so hopefully some outcomes will improve issues into summer.
- I met with the South West Development Commission, with an intent to further build relationships and strong communications holistically across the South West. Awareness and understanding for all stakeholders of new key infrastructure projects, including large alternative energy systems, supports appropriate planning for our emergency management activities.

Thank you – Superintendent Matt Folini

**DISTRICT OFFICER UPDATE****OPERATIONAL NEWS****Operations**

Jeremy Willis has been appointed as Area Officer Forrest. Jeremy will be managing the Brunswick, Collie, Harvey, Waroona and Pinjarra Volunteer Fire and Rescue Services. Jeremy comes with 30+ years of firefighting experience. He was an Area Officer in the Goldfields Midlands Region for 6 years and has more recently been working in the DFES State Operations Centre.

State Emergency Service Assistance (Call 132 500)

SES volunteers will:

- Undertake temporary repairs to make the area safe and help reduce the risk of further damage, if possible and safe to do so.
- Will assist if a large tree has fallen on a house or driveway.

SES volunteers will not:

- Fix storm damage. Owner/Occupiers will need to contact a qualified tradesperson and/or your insurance company.
- Fix fallen or damaged powerlines or power poles – contact Western Power on 13 13 51.
- Remove any green waste. Contact your Local Government.
- Fix damaged fences.

Weather Outlook – Winter (June-August) 2025 Long-Range Forecast

- Rainfall is likely to be in the typical range for much of western WA

- Warmer than average days are very likely across most of Australia, with an increased chance of unusually high daytime temperatures, particularly across the north, east and far south of Australia
- Warmer than average nights are very likely across Australia, with an increased chance of unusually high overnight temperatures, particularly across northern, southern and much of eastern Australia.
- The longer-term outlook for August to October 2025 is suggesting rainfall is LIKELY to be around average for most of the State.

Compiled by:

District Emergency Management Advisor – South West

Department of Fire and Emergency Services

As at 29<sup>th</sup> July 2025.

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

LEMC &amp; DEMC report – 1st 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 Learning & Development**

DPIRD EM Preparedness Team are 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 Oct 2025.

### **Emergency Animal Disease (EAD) Preparedness**

DPIRD has recently conducted a number of internal workshops focused on EAD preparedness across the preparedness, response and recovery phases to build awareness and capacity.

### **New Director**

DPIRD's Emergency Management Directorate (EMD) has a new Director, Scott Beaton. Scott was DPIRD's Director of Work, Health, Safety & Wellbeing and has a background and experience in emergency management.

### **Current Vacancies**

The EM Directorate has gone through a significant restructure. DPRD is currently advertising two new positions being Assistant Director, Emergency Preparedness and Assistant Director, Emergency Coordination.

Additionally, DPIRD will be advertising shortly a Learning and Development Coordinator position which has recently become vacant due to a resignation.

## **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. Also, 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 has been 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 recognise and report signs and symptoms of the virus if found. Information is available on our [tomato brown rugose fruit virus page](#).

## **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@dpiird.wa.gov.au](mailto:emergencymanagement@dpiird.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**

The Chief Executive Officer of the Department of Primary Industries and Regional Development and the State of Western Australia accept no liability whatsoever by reason of negligence or otherwise arising from the use or release of this information or any part of it.

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## DPIRD EMERGENCY MANAGEMENT OVERVIEW

Emergency Coordination Overview	
Reporting Period:	1 <sup>st</sup> Quarter 25-26
Emergency Activations and Declarations	
Emergency Declarations	Nil

Incident Coordination Overview				
Animal and Plant Based Biosecurity <sup>1</sup>				
Incident Title		Location	Date	Incident Level <sup>2</sup>
African Black Sugar Ant		Perth Metro	Since Jan 2020	Level 1
Polyphagous Shot-Hole Borer		Perth Metro	Since Sep 2021	Level 2
Carpet Sea Squirt		Perth Metro	Since Jan 2023	Level 1
Red Dwarf Honeybee		Pilbara Region	Since Jul 2023	Level 2
Queensland Fruit Fly		Perth Metro	Since Nov 2024	Level 2
Starling		Great Southern	Since Nov 2024	Level 1
Support to Animal Welfare in Emergencies <sup>3</sup>				
Incident Title	Region	Date	HMA	Details
Nil				
Support to Natural Hazards				
Incident Title	Region	Date	HMA	Details

DPIRD Emergency Coordinator Comments and Outlook
<ul style="list-style-type: none"> <li>DPIRD continues to manage three level 2 incidents. The Browsing Ant incident that was being managed has now achieved eradication.</li> <li>DPIRD Biosecurity and Emergency Management is monitoring the developing situation in Victoria related to High Pathogen Avian Influenza Outbreaks.</li> </ul>

<sup>1</sup> Regarding a “Declared Pest”, an incident is only listed where a formal Incident Management Team has been established.

<sup>2</sup> Incident levels as per section 5.1.5 of the State Emergency Management Plan

<sup>3</sup> Only when the State Support Plan – Animal Welfare in Emergencies has been activated.

**8.2.4 Department of Communities – Ms Renee Flaxman****Emergency Relief and Support****LEMC REPORT FOR DISTRIBUTION****1st Quarter 2025 - 2026****Local ERS contacts**

Activation via Communities Emergency Operations Coordinator

M: 0418 943 835 and Email: [emergencyservices@communities.wa.gov.au](mailto:emergencyservices@communities.wa.gov.au)

Regional Manager:	Mark Schorer
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Regional Coordinator:	Renee Flaxman
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Regional Officer:	Jo Spadaccini
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Local Government:	Shire of Nannup
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**Preparedness**

Ongoing risk monitoring and preparedness activities to support event activation processes including:

- Continued review and updating of local support services, i.e. accommodation providers, well-being- and other support services, that can be called on to support the needs of those people impacted by an emergency
- Recommencement of ERS Evacuation Centre training regionally and cross- regionally. LEMC members are asked to identify staff or partners that may benefit from this training.
- Review and update of emergency equipment, such as 'Go bags' holding air mattress, disposable pillow, -sheet/blanket and towel, as well as hygiene packs. have been trialled. These are expected to be added to all kits before the next Hight Threat Season.
- 24hr MRE (Meals Ready to Eat) are currently being reviewed.
- The Local Emergency Response and Support Plan LERSP details the operational management and coordination of ERS under the Western Australian (WA) Local Emergency Management Arrangements (LEMAs). The updated and revised LERSP to be tabled for endorsement.
- Continued monitoring of high risk weather conditions and the impact on availability of accommodation providers.

### Local ERS contacts

- Evacuation Centre Audits:
  - Reviews requesting updates to information e.g. upgrades, repairs and maintenance, improvements to facilities and equipment, change of contact details currently in process.

### Exercising and training:

- Upgrade and revamp of Evacuation Centre Training package currently in process, with a view to customise modules toward specific target audiences and cohorts (staff, LGA, LEMC), and events.

### Response

#### **Register. Find. Reunite.**

The National Emergency Management Agency (NEMA) has drafted a paper (the Paper) for the June 2025 Australia New Zealand Emergency Management Committee (ANZEMC) meeting that outlines the final recommendations of the **Register.Find.Reunite. (RFR)** Time Limited Working Group.

- The Paper identifies that the RFR Time Limited Working Group was unable to agree on a single national capability to address registration and reunification requirements.
- The RFR Time Limited Working Group agreed that NSW, QLD, VIC, NT and WA will continue to fund RFR while they individually scope alternative capabilities and to amend State arrangements where RFR is listed.
- While Communities is supportive of funding of RFR beyond 2024-25, Communities is taking proactive steps in response to the RFR Time Limited Working Group recommendation to move away from RFR as a national solution.
- Communities will commence a project to assess current RFR capability and explore alternative solutions that may assist the Department to meet its Registration and Reunification' functional responsibilities under the State Support Plan – Emergency Relief and Support.
- It is anticipated that any new capability may require additional funding beyond the current financial commitment for RFR, particularly in the absence of national cost- sharing under the existing arrangements.

**Long Term Accommodation**

- In 2015 the State Emergency Management Committee (SEMC) identified a policy gap regarding medium to long-term emergency accommodation.
- The State Support Plan – Emergency Relief and Support outlines communities' responsibility for emergency accommodation which internal policy defines as 21 days.
- State and local government agencies have coordinated medium to long-term accommodation solutions for impacted residents following the Wooroloo Bushfire

**Local ERS contacts**

- (2021), Tropical Cyclone Seroja (2021) and the Kimberley Floods (2023), however the State Emergency Management Framework does not prescribe a responsible agency for medium to long-term emergency accommodation.
- In 2024, Communities (Emergency Relief and Support) and DFES Recovery coordinated a multi-agency working group to improve the State's capability and preparedness in providing post-disaster accommodation which has involved three sub- projects.
  - Communities is coordinating a sub-project to progress and define a state policy position for medium to long-term temporary accommodation.
  - Communities has engaged Nous Group to prepare a policy proposition for the State.

**Recovery****National Review of Recovery Handbook and Principles**

- The Social Recovery reference group is currently reviewing the National Principles of Disaster Recovery.
- The National Principles for Disaster Recovery create a set of fundamental underlying truths that form the foundation of our knowledge and values and guide actions and practice.
- The principles review will complement the Australia Institute for Disaster Resilience review of the Community Recovery Handbook.
- ERS welcomes the review and has registered interest to support both reviews and circulate information with their partners and colleagues to support a comprehensive guide .

**OFFICER RECOMMENDED RESOLUTION**

LEMC 06-25      MOVED -              Cr Tyrrell Gardiner              SECONDED -      Mr Stephen Loiterton

**THAT the Local Emergency Management Committee recommends that Council accepts the Local Emergency Relief and Support Plan for the South West Region (Appendix LEMC 8.1.2).**

*CARRIED*

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

**8.2.6 WA Country Health Service – Mr. Glenn Gates**

**8.2.7 Main Roads WA – Mr Bruce Hancock**

*Discussion:*

*Mr Bruce Hancock said that Local Governments requested maps, Bruce provided maps for everyone and will send an electronic document to everyone too.*

**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 Atco Gas – Mr Mick Sheaf**

**8.2.15 Moore Road Emergency Response Group – Mr Graeme Offer**

**8.2.16 Harvey Water – Mr Cameron Norris**

None.

<b>10 CLOSURE OF MEETING</b>
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The Chairperson advises that the next date of the Local Emergency Management Committee Meeting will be advised.

There being no further business the Chairperson declared the meeting closed at 10:11am.



# Local Emergency Relief and Support Plan

## South West Region

**Bunbury Office Region (Supporting City of Bunbury, Shire of Capel, Shire of Dardanup, Shire of Donnybrook-Balingup, Shire of Harvey)**



**Prepared by Department** of Communities, Emergency Relief and Support

**Tabled and** accepted at the Local Emergency Management Committee for  
CoBunbury on; SoCapel on; SoDardanup on; SoDonnybrook-Balingup on;  
SoHarvey on

**For activation of Emergency Relief and Support  
services for hazards defined under the WA Emergency  
Management arrangements call**

**0418 943 835**

## Activation summary

### Alert – stage one

- The Hazard Management Agency (HMA) or Controlling Agency is responsible for placing the Department of Communities (Communities) and the relevant Local Government/s on alert.
- Communities may engage with the Local Government/s, HMA or Controlling Agency to advise of pre-emptive preparedness activities that would support an emergency response.

### Activation for response – stage two

- Via the on-call number 0418 943 835, the HMA or Controlling Agency is responsible for activating the Local Emergency Relief and Support Plan (LERSP) arrangements, to enable emergency relief and support service delivery for the response to the identified hazard.
- This LERSP can be activated at any incident level. Activation of this LERSP will concurrently activate the State Support Plan - Emergency Relief and Support.
- The respective HMA or Controlling Agency Incident Controller is responsible for the decision to evacuate during an emergency. This includes selecting the evacuation centre(s), in consultation with Communities and the Local Government.
- Should the Local Government receive an evacuation centre activation request directly from the HMA or Controlling Agency, Communities must be informed via the on-call number 0418 943 835.
- The Local Government may be required to support the initial emergency relief and support service response and open an evacuation centre. Communities will discuss preparedness and planning arrangements with the Local Government.
- All emergency relief and support related media enquiries are to be directed to Communities' Media team by phone on 6277 5325, or by email on [Media@communities.wa.gov.au](mailto:Media@communities.wa.gov.au).

### Stand down – stage three

- The respective HMA or Controlling Agency Incident Controller is responsible for advising Communities to stand down.
- Emergency relief and support services may continue beyond this time, at the discretion of Communities.
- The Local Government is responsible for managing the overall recovery efforts affecting their community.
- When activated by the Local Government, Communities is responsible for supporting the recovery activities through the delivery of emergency relief and support services.



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## Document control

Department of Communities is responsible for the development, maintenance and annual review of this Local Emergency Relief and Support Plan. This is completed in consultation with the Local Government and Local Emergency Management Committee.

<b>Publication date</b>	MM YYYY
<b>Review date</b>	October 2025
<b>Owner</b>	Executive Director, Emergency Relief and Support
<b>Custodian</b>	Assistant Director, Regional Preparedness and Coordination

## Amendments

<b>Version</b>	<b>Date</b>	<b>Author</b>	<b>Description</b>
1	Month/year	position title – not name]	
2	Month/year	[position title – not name]	
3	Month/year	[position title – not name]	

## Document contact

<b>Contact</b>	ERSRegions@communities.wa.gov.au
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## Acknowledgement of Country

The Department of Communities acknowledges the Aboriginal and Torres Strait Islander people as the traditional custodians of all the lands in Western Australia.

We recognise their continuing connection to their lands, waters, and sky. We pay our respects to the Aboriginal and Torres Strait Islander people with whom we work, who we serve and protect. We also pay our respects to the Aboriginal and Torres Strait Islander cultures, and to their Elders past and present.

## Introduction

The Department of Communities (Communities) is the support organisation responsible for providing and coordinating emergency relief and support services (previously welfare) for the 28 prescribed hazards, as specified in the emergency management legislation.

The Local Emergency Relief and Support Plan (LERSP) details the operational activities for the management and coordination of emergency relief and support services under the Local Emergency Management Arrangements (LEMA).

This LERSP is to be read in conjunction with the LEMA and [the State Support Plan - Emergency Relief and Support](#). This LERSP refers to a range of existing plans and documents relating to emergency relief and support services, including directions to websites and other sources where further information can be obtained.

## Purpose

The purpose of this LERSP is to detail the activities for the activation and coordination of emergency relief and support services before, during and after emergencies within the Local Emergency Management Committee or Local Government boundary.

The objective of this LERSP is to outline:

- the activation, and stand-down protocols of Communities and partner agencies
- Communities' responsibilities for the preparedness, response and recovery coordination of emergency relief and support services and resources, and
- the responsibilities of partner agencies to support emergency relief and support service delivery.

## Scope of activated services

Emergency relief and support services provide immediate and ongoing social supports to alleviate, as far as practicable, the effects on people impacted by an emergency. These are provided across six functional domains:

- **Emergency accommodation** - the provision of temporary shelter for impacted people evacuating from or displaced by an emergency.
- **Emergency food** – coordination of basic and essential food support for impacted people without the capacity to self-manage resulting from an emergency.
- **Emergency clothing and personal requisites** – coordination of basic and essential clothing, and personal items for emergency impacted people.
- **Emergency personal support services** – the provision of a variety of assistance for emergency impacted people. This can include early psychosocial support, practical assistance, and referral to advisory services, counselling, or psychological services.
- **Registration and reunification** – the process of enabling emergency impacted people in a community to be traced and reunited with family and friends.
- **Financial assistance** – the coordination of financial assistance which, depending on the nature of an emergency, may be available to eligible impacted people affected by the event.

## Levels of response

When activated, Communities utilises the Australasian Inter-service Incident Management System (AIIMS) model to support decision making and delivery of emergency relief and support services. This includes establishing a management structure designed to deliver the key functions of control, planning, operations, and logistics.

Communities is responsible for determining and implementing the appropriate response operating model based on the scale of the emergency event. This approach involves conducting an assessment on the severity and specific requirements to decide the level of emergency relief and support services required.

Communities may undertake pre-emptive preparedness activities before an Australian Warning System (AWS) Alert is provided.

The potential or actual severity of the emergency events are broadly classified as:

- Level 1 – minor community and infrastructure impact, locally managed, supported by resources from the Local Government.
- Level 2 – medium complexity, locally managed, supported by resources from the region and if required State-wide resources.
- Level 3 – high complexity, centrally manage, supported by State-wide resources.

Via the Communities on-call number 0418 943 835, this LERSP can be activated at any level. Activation of the response arrangements in this LERSP, at any level will concurrently activate the State Support Plan - Emergency Relief and Support.

Depending on the nature of the emergency, and the scale of service demand, emergency relief and support services may be provided through the following approaches:

- remotely, by establishing the Disaster Response Hotline (1800 032 965)
- providing outreach via mobile teams for identified on-ground face-to-face support, or
- static service delivery from a designated physical location such as an evacuation centre or recovery hub.

The appropriate mode of delivery will be agreed in consultation with the HMA or Controlling Agency.

## Partner agencies

Communities is responsible for identifying partner agencies at local and regional levels, capable of supporting a sustainable and scalable delivery of emergency relief and support services during the response and recovery stages of an emergency. Partner agencies may include other government, industry, and social sector organisations.

Communities is responsible for the costs associated with the delivery of emergency relief and support services, where a partner agency is engaged. Communities is not responsible for self-activated agency's costs during an emergency event.

Communities and partner agencies negotiate prior to activation for the required operating resources to deliver emergency relief and support.

State-level partner agency responsibilities supporting the delivery of emergency relief and support services can be viewed in the [State Support Plan - Emergency Relief and Support](#).

### Exchange of information

Communities may establish exchange of information agreements with HMAs, Local Governments and partner agencies. This is completed in preparation for an emergency response and recovery to ensure:

- disclosure and exchange of personal information of impacted people affected by an emergency.
- allows relevant information to be shared between HMA's, authorised officers and agencies for the purposes of emergency management.

### Media enquiries and public information

All emergency relief and support related media enquiries are to be directed to Communities' Media team by phone on 6277 5325, or by email on [Media@communities.wa.gov.au](mailto:Media@communities.wa.gov.au)

The HMA or Controlling Agency is responsible for the public information management function. This includes preparing and distributing timely information and instructions in the relevant language(s) to identified cultural groups living within the Local Government.

## Prevention and Preparedness

### Prevention

Prevention is defined as the mitigation or prevention of the probability of the occurrence of, and the potential adverse effects of, an emergency.

Communities does not have any assigned responsibilities for prevention.

HMAs are assigned responsibility for prevention within emergency management legislation. Other emergency management agencies may also undertake prevention activities.

### Preparedness

Preparedness is defined as the 'preparation for response to an emergency'.

- **Communities** is responsible for undertaking emergency relief and support planning and preparedness activities to ensure efficient service delivery should this LERSP be activated. This includes an understanding of partner agency capabilities to support Communities when requested.
- **Partner agencies**, with support from Communities, are responsible for developing plans in readiness for response and recovery mobilisation.
- **Support organisations** providing support to people at higher risk during emergencies are responsible for the planning provisions to cater for their specific needs throughout the emergency, such as an evacuation.

- **Hazard Management Agencies** are responsible for emergency management preparedness activities for their prescribed hazards. Local planning arrangements are provided in the LEMA.

### **Pre-determined evacuation centres**

Communities establishes evacuation centres as an emergency shelter option, from which to coordinate emergency relief and support services. These centres remain operational until alternative arrangements can be made for persons impacted by the emergency.

Communities is responsible for working cooperatively with the HMA, Local Government and LEMC members to identify suitable facilities that can be used as evacuation centres appropriate for hazards that are high risk to the region.

Communities, with support from the Local Government is responsible for conducting an annual risk assessment and audit of each pre-determined evacuation centre. The purpose of the audit is to identify evacuation centres that are appropriate for the hazard-specific risks relevant to the region and to identify opportunities for Local Governments to upgrade facilities to mitigate risks.

Pre-determined evacuation centres can be found in appendix

### **Pre-positioning of emergency equipment**

Communities is responsible for the placement of equipment and supplies to support an emergency event. Generally, this placement is aligned with an evacuation centre or Communities regional office location.

Communities is responsible for conducting an annual audit on pre-positioned emergency relief and support emergency equipment and supplies. This audit ensures that there is adequate fit for purpose stock, ready to be deployed quickly and efficiently in the event of an emergency.

Pre-positioned emergency equipment can be found in appendix B

## **Response**

The *Emergency Management Act 2005* defines response, as combating the effects of an emergency, provision of emergency assistance for casualties, reduction of further damage, and help to speed recovery.

When activated, Communities is responsible for supporting the HMA or Controlling Agency through the coordination and delivery of emergency relief and support services to the community.

The HMA or Controlling Agency is responsible for the overall response in an emergency.

If requested by the Local Government, Communities can support with recovery activities.

## **Stages of response**

Communities operates a graduated response model to determine and implement the appropriate scale of emergency relief and support services. This approach involves conducting a needs assessment to determine the specific requirements and level of services required.

As mentioned, this LERSP can be activated at any level. Activation of the response arrangements in this LERSP will concurrently activate the State Support Plan - Emergency Relief and Support.

### **Alert – stage one**

- The HMA or Controlling Agency is responsible for placing Communities and the Local Government on alert.
- Communities may engage with the Local Government, HMA or Controlling Agency to advise of pre-emptive preparedness activities that would support an emergency response.

### **Activation for response – stage two**

- Via the on-call number 0418 943 835, the HMA or Controlling Agency is responsible for activating the LERSP arrangements, to enable emergency relief and support service delivery for the response for the identified hazard.
- This LERSP can be activated at any incident level. Activation of this LERSP will concurrently activate the State Support Plan - Emergency Relief and Support.
- Formal written acknowledgement from the HMA or Controlling Agency is required to confirm Communities is being activated.
- Should the Local Government receive an evacuation centre activation request directly from the HMA or Controlling Agency, Communities must be informed via the on-call number 0418 943 835.
- The Local Government may be required to support the initial emergency relief and support service response and open an evacuation centre. Communities will discuss preparedness and planning arrangements with the Local Government.

### **Stand down – stage three**

- The respective HMA or Controlling Agency Incident Controller is responsible for advising Communities to stand down.
- Formal written acknowledgement from the HMA or Controlling Agency is required to confirm this direction.
- Emergency relief and support services may continue beyond this time, at the discretion of Communities.

## **At-risk community groups**

The HMA or Controlling Agency is responsible for directing organisations that support at-risk community groups to shelter in-place or evacuate.

Aligned with their organisation's own emergency activation plans, as a first option, support organisations are requested to evacuate to a similar facility in a safer location. Where required, Communities may be directed to support evacuated at-risk community groups.

## **Emergency Accommodation**

The respective HMA or Controlling Agency Incident Controller is responsible for the decision to evacuate during an emergency. This includes selecting the evacuation centre(s), in consultation with Communities and the Local Government.

Communities is responsible for coordinating and assessing the provision of temporary accommodation for people displaced by an emergency or evacuating from an emergency. Communities may utilise a range of emergency accommodation options to support people impacted by an emergency.

Expenses related to the activation of evacuation centres that are not approved by the HMA and/or Controlling Agency, will not be covered by Communities.

To ensure the safety of evacuees, staff and volunteers, Communities will not support the HMA/Controlling Agency to establish evacuation centres:

- in bushfire emergency warning areas, and will only establish evacuation centres in Bushfire Watch and Act areas, with Incident Controller confirmation it is safe
- if there are no safe access routes to the evacuation centres, and
- if there are structural and/or health concerns with the evacuation centre.

In circumstances where an evacuation centre is already established in a bushfire emergency warning area, in consultation with the Incident Controller, Communities will:

- conduct a risk assessment, and
- implement mitigation strategies.

In the event of an unusual damage claim resulting from the use of the facility as an evacuation centre, Communities will facilitate processes with the HMA/Controlling Agency to respond to the claim.

## **Alternate accommodation centres**

In large scale state-level impact emergencies, local facilities may be inadequate to ensure the safety of all evacuees, staff, and volunteers. Communities is responsible for requesting the use of facilities from Local Governments or private to support impacted people from other Local Governments.



## **Animal welfare in emergencies**

No pets or animals are allowed in an evacuation centre due to health and safety considerations, except for assistance animals, like guide and hearing dogs.

Owners or caregivers are responsible for their animals and are encouraged to make arrangements to ensure their welfare throughout all stages of an emergency.

The Department of Primary Industries and Regional Development has been assigned the role and responsibility for coordinating animal welfare services in emergencies. This is supported by the Local Government, where possible.

Further details can be found in the [State Support Plan – Animal Welfare in Emergencies](#) or the Local Animal Welfare Plan in the LEMA (if applicable).

## **Emergency Food**

The HMA or Controlling Agency may coordinate food security during an emergency event, such as where there is limited food access due to geographical isolation.

Communities is responsible for coordinating emergency food provision to people impacted by an emergency where emergency relief and support service delivery is activated. This does not include food provision to staff from other emergency management organisations or partner agencies.

Communities cannot accept food prepared by any person or organisation without a Food Handling Certificate issued by the Local Government.

## **Emergency Personal Support Services**

Communities is responsible for coordinating and connecting people impacted by an emergency to personal support services.

Emergency personal support services aim to assist impacted people to cope with the psychosocial, well-being, personal and practical needs following an emergency. These services can encompass a variety of supports to community and impacted people to build capacity and to compliment natural supports.

Communities may engage partner agencies to support the coordination of services personal support to impacted people and communities.

## **Emergency Financial Assistance**

Communities is responsible for coordinating and connecting eligible people impacted by an emergency to financial assistance and related services.

The below categories of financial assistance may be provided on a case-by case basis to people deemed eligible.

- **Immediate financial assistance** (Category 1) – non-means tested short term assistance provided to impacted people to buy food, clothing, and personal requisites. Category 1 financial assistance is capped at a nominal amount per person, per household and is provided to impacted people based on an assessment of need.



- **Temporary accommodation assistance** (Category 2) – non-means tested assistance provided to impacted people based on an assessment of need.
- **Essential household contents** (Category 3) – means tested assistance provided to impacted people, whose contents within their primary place of residence has been directly impacted by an emergency. This assistance is to maintain a basic standard of living by contributing towards the replacement of essential household items (e.g., cooking utensils, bedding, furniture, and whitegoods). This assistance is capped at a nominal amount, per household and may be provided to impacted people who are without insurance or underinsured.
- **Essential structural repairs** (Category 4) – means tested assistance provided to impacted home owner-occupiers to undertake essential repairs to their principal residences. This assistance enables the impacted person to make their home condition safe to inhabit. This assistance is capped at a nominal amount, per household and may be provided to impacted people who are without insurance or underinsured.

## Emergency Clothing and Personal Requisites

Communities is responsible for coordinating and connecting people impacted by an emergency to clothing and personal requisites. These services can encompass a variety of supports to community and impacted people to compliment natural supports.

Communities will coordinate and provide personal requisites when:

- impacted people do not have access to their own provisions, or
- impacted people cannot fund their own provisions due to financial restraints.

Communities is not responsible for the provision of medication or coordination of donated funds, goods, and services.

## Registration and Reunification

The registration of impacted people in an emergency enables reunification with family and friends. Enquiries about impacted people can be coordinated, intrastate, interstate or internationally. To facilitate the reunification of impacted people, Communities may activate an appropriate system to facilitate registration and reunification services.

Communities will support the HMA or Controlling Agency to ensure appropriate public messaging is provided when activated.

## Recovery

Recovery is defined in the *Emergency Management Act 2005* as ‘the support of emergency-affected communities in the reconstruction and restoration of physical infrastructure, the environment and community, psycho-social and economic wellbeing’. The recovery process begins as soon as the emergency occurs impact. Recovery operates in parallel to the response phase and may continue after the response phase is complete.

Under the *Emergency Management Act 2005*, Local Government is responsible for managing recovery following an emergency affecting their community. Local Governments

are guided by their Local Recovery Plans within their LEMA and may appoint a Local Recovery Coordinator. The Local Government may seek support from Communities during recovery.

When activated by the Local Government, Communities is responsible for supporting the recovery activities through the delivery of emergency relief and support services.

### **Approach to recovery**

Communities' recovery activities are underpinned by the National Principles for Disaster Recovery. This is delivered across the social, built, economic and natural environments.

Communities operates within a scalable recovery model to determine and implement the appropriate level of emergency relief and support services required to respond to the needs of impacted people and community.

To support the needs of the community during large scale recovery programs, Communities emergency relief and support services may be funded under the Disaster Recovery Funding Arrangements.

Communities will undertake an evaluation of the effectiveness of recovery activities, including an assessment of preparedness activities for future impacts.

### **Cessation of recovery**

Cessation of emergency relief and support services as part of a recovery program will be determined in consultation with the Local Government and may be dependent on community needs, access to other support services, impacted people and the community's resilience.

## Appendices

### Local Evacuation Centres

Name of centre	Capacity	Address	Contact	Comments
<b>City of Bunbury</b>				
<b>Note:</b> Priority for the SW Sports Centre will be given to <b>SW Health Campus to accommodate patients from Bunbury Hospital &amp; St John of God Hospital</b> . Other facilities within the Centre can possibly be used for evacuees e.g. crèche, smaller rooms, basketball courts. Contact Duty Manager Bunbury Hospital on 9722 1000; Duty Manager SJGH on 9722 1600/9722 1943 re: their use of the SW Sports Centre				
<b>Primary Centre:</b> South West Sports Centre – CoB Owned Facility	1200 Standing 600 Sleeping	1 Rotary Drive (off Parade Rd, Withers) Bunbury WA 6230	Gary Thompson (TL South West Sports Centre) Ph: 9795 2255 / Mob: 0421 354 676 <a href="mailto:gthompson@bunbury.wa.gov.au">gthompson@bunbury.wa.gov.au</a>  City of Bunbury Duty Ranger Ph: 9792 7000 A/Hours Service 9792 7106	Excellent facility, good centre for long term use.  <b>Pool strictly no access</b>
<b>Secondary Centre:</b> South West Italian Club – Privately Owned Facility	1000 500 Sleeping	13-19 White Street, Bunbury WA 6230	Adolf Palandri (Treasurer) Mob: 0419 955 968	Will need to negotiate use as privately owned
<b>Shire of Capel</b>				
<b>Primary Centre:</b> Capel Community Centre - SoCapel Owned Facility	289 Standing 72 Sleeping	Cnr Forrest and Roe Road, Capel	Adriena Ciric (Emergency Services Coordinator) Mob: 0408 953 535	Not suitable long term – no showers
<b>Secondary Centre:</b> Hugh Kilpatrick Hall	423 Standing 211 Sleeping	South Western Highway, Boyanup WA 6271		Could be used long term –

– SoCapel Owned Facility			Adriana Ciric (Emergency Services Coordinator) Mob: 0408 953 535	back access via Bridge Street
<b>Secondary Centre:</b> Peppermint Grove Beach Community Centre – SoCapel Owned Facility	113 Standing 56 Sleeping	Hayfield Drive, Peppermint Grove Beach WA 6271	Adriana Ciric (Emergency Services Coordinator) Mob: 0408 953 535	One road in and one road out from Ludlow North Road
<b>Shire of Dardanup</b>				
<b>Primary Centre:</b> Eaton Recreation Centre – SoDardanup Owned Facility	500 Standing 250 Sleeping	18 Recreation Drive, Eaton WA 6232	Andre Schönfeldt (CEO) Ph: 9724 0365  Gary Thompson (Manager Recreation Centre) Mob: 0421 354 676	Shire preference for use in larger emergencies
<b>Secondary Centre:</b> Eaton Boomers Football Club – SoDardanup Owned Facility	Standing Sleeping	3 Council Drive, Eaton WA 6232	Andre Schönfeldt (CEO) Ph: 9724 0365  Gary Thompson (Manager Recreation Centre) Mob: 0421 354 676	Shire preference for standup in smaller emergencies
<b>Secondary Centre:</b> Dardanup Hall - SoDardanup Owned Facility	200 Standing 100 Sleeping	3 Little Street, Dardanup WA 6236	Andre Schönfeldt (CEO) Ph: 9724 0365  Gary Thompson (Manager Recreation Centre) Mob: 0421 354 676	Not suitable long term – no showers
<b>Shire of Donnybrook-Balingup</b>				
<b>Primary Centre:</b> Donnybrook Recreation Centre – Shire Owned Facility	640 Standing 320 Sleeping	Lot 549 Steere Street, Donnybrook WA 6239	Simon Peppler (Manager) Ph: 9731 1822	Shire has keys G1 – G9

			Karis Aplin (Asst Manager)	<b>Pool strictly no access</b>
<b>Secondary Centre:</b> Balingup & Districts Recreation Centre – Shire Owned Facility	220 Standing 110 Sleeping	21569 South Western Highway, Balingup WA 6253	Graham Banks (President) Mob: 0419 041 632  Gwendalyn Banks (Secretary) Mob: 0407 384 918  BADSA Inc – Mob: 0491 907 696	Balingup General Store also has keys in emergencies J11 -J12 Ph: 9780 4200
<b>Shire of Harvey</b>				
<b>Primary Centre:</b> Leschenault Leisure Centre – Shire Owned Facility	800 Sleeping 400 Standing	Lot 42, Leisure Drive, Australind WA 6233	Richard Duke (Manager) Ph: 0419 837 108  Warwick Done (Sport & Fitness Manager) Mob: 0429 680 209  Trent Smith (Aquatics Manager) Mob: 0419 439 964	<b>Pool strictly No access</b>
<b>Secondary Centre:</b> Harvey Recreation & Cultural Centre – Shire Owned Facility	600 Standing 300 Sleeping	Tom Latch Drive, Harvey WA 6220	David Marshall (Centre Manager) Mob: 0417 291 996  Connie Baggetta Mob: 0408 291 690  Paula Vaughan Mob: 0432 283 908	1 <sup>st</sup> Preference as Secondary
<b>Secondary Centre:</b> Brunswick Community Recreation Centre – Shire Owned Facility	300 Standing 150 Sleeping	1 Ridley Street, Brunswick WA 6224	Haydn Jones Mob: 0417 931 283	Recreation Centre and Pavilion appear to be one building but are

				booked separately.
<b>Note: Previous use as DFES Operations area (refer Waroona Complex Bushfires)</b>				
<b>Secondary Centre:</b> Tom Pearson Pavilion	1000 Standing 500 Sleeping	1 Ridley Street, Brunswick WA 6224	Brunswick Ag Society Secretary Ph: 9796 0468	Recreation Centre and Pavilion appear to be one building but are booked separately.
<b>Note: Previous use as DFES Operations area (refer Waroona Complex Bushfires)</b>				

### Pre-positioned Equipment

Storage option	Address	Capacity	Access / comments
ERS SW Regional Coordinator Vehicle	16 Symmons Street, Bunbury WA 6230  Renee Flaxman Regional Coordinator Mob: 0427 476 658	20	Vehicle holds: Tub 1 – Administrative Tub 2 – Equipment Tub 3 – Catering Tub 4 – Personal Requisites Tub 5 – Baby Tub 6 – PPE Bedding for 20 including: 4 x stretcher beds 5 x double high air mattresses 11 x single mattresses 20 each pillows, blankets, sheets
ERS South West Trailer	80 Spencer Street, Bunbury WA 6230 (Shed 2)  Renee Flaxman (Regional Coordinator) Mob: 0427 476 658	80	Trailer contents :  15 Stretcher beds 65 x air mattresses (20 double/queen & 45 single/king) 80 x pillows (50 disposable & 30 Inflatable 130 blankets (80 x cellular & 50 disposable

			80 x sheets (20 disposable & 60 non disposable) 80 x bath towels (40 x disposable & 40 x cloth) 1 x portable baby cot 5 x pumps (3 electric/2 foot) 1 x Catering Pack (all disposable): <ul style="list-style-type: none"> <li>100 each of plates, bowls, spoons, and teaspoons</li> </ul> Water x 96 (x600ml) 250 Dental Kits 200 Shampoo/Conditioner x 15ml 200 Shower Gel x 15ml 5 x Duffle bags 1 x Trailer – Coupling Lock 2 x Wood chocks for trailer wheels 1 x Sign – Emergency Evacuation( metal, 2 sided)
ERS South West Trailer	102 Allnut Terrace, Augusta WA 6290 (Parks and Wildlife Shed)  Keys for the shed housing the trailer at Augusta Recreation Centre with - <ul style="list-style-type: none"> <li>Dylan Brown (Rec Centre Manager in MR), Mob: 0408 572 176</li> <li>Katie Taylor (Local Recovery Coordinator) Mob: 0431 436 265</li> <li>Nick Byrne (Community Arts and Cultural Development Manager) Mob: 0475 831 514</li> </ul>	80	Trailer contents: 10 Air Mattress (Double/Queen) - high 10 Air Mattress - Double/Queen – Low 45 Air Mattress - Single/King Single 2 Air pumps – electric 2 Air pumps – foot/hand 15 Stretchers 80 Cellular Blankets or Sleeping bag 50 Disposable Blankets 80 Inflatable/Disposable Pillows 1 Portacot 80 Disposable flat sheets 80 Disposable bath towels 100 Catering Pack 1 Trolley (collapsible, rated 70kg+)
ERS South West Trailer	Chugg Street, Walpole WA (DBCA Depot)  Keys for the trailer is stored inside. For code to unlock trailer, please contact:	50	Trailer contents: 10 x stretcher beds 40 x air mattresses

	<ul style="list-style-type: none"> <li>Wes Hardiman mob: 0421 722 081</li> <li>Duty Officer mob: 0423 641 406</li> </ul>		1 x portacot 50 x inflatable/disposable pillows 50 x cellular blankets (in 5 duffle bags) 50 x disposable blankets 50 x disposable flat sheets 50 x disposable bath towels 5 x air pumps (3 electric, 2 foot/hand) 1 x catering pack (100 disposable plates, bowls, cutlery, cups) 96 x bottles water 600ml 250 x dental kits 50 x hair combs 200 x shampoo/conditioner 200 x shower gel 1 x hand trolley 1 x Trailer – Coupling Lock 1 x Sign – Emergency Evacuation ( metal, 2 sided)
Department of Communities Office Manjimup	2 South Western Highway, Manjimup WA 6258  Sharon Austin (CLO) Mob: 0488 711 194 Brooke Thomas (T/L) Mob:0428 734 803	10	Holds: 10 single sleeping bags 10 Blankets (disposable) 10 Towels (disposable) 10 Sheets (disposable) 10 Inflatable Pillows 10 Single Air Mattresses
<b>SW Development Commission Trailers</b> – 3 x Trailers held at Bridgetown, Nannup, and Collie  (NB: Project by Billy Wellstead SWDC Coord (9777 1555/ <b>0448 016 480</b> )	Bridgetown - Lyndon Pearce (9761 0901 or 0428 611 125) Nannup - David Taylor (9756 1275 or 0424 841 889) Collie - Kohdy Flynn (0476 850 076)  DoC to replace anything that is used ASAP	50	Each trailer holds: 50 single sleeping bags 50 single air mattresses 50 dual pack pillows 25 air pumps (12V & 240) Bags to store items