



Appendices

**Local Emergency
Management Committee**

**First Quarter
Wednesday 4 August 2021**



Minutes

**Local Emergency
Management Committee**

**Fourth Quarter
Wednesday 5 May 2021**

Local Emergency Management Committee – 5 May 2021

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Notice of Meeting

Minutes of the Local Emergency Management Committee meeting held at the Shire of Waroona Council Chambers at 52 Hesse Street, Waroona on Wednesday 5 May 2021. The Chairperson Mr. S Kirkham declared the meeting open the time being 10:00am.

1. ATTENDANCES

Members

S Kirkham	LEMC Chairperson Councillor, Shire of Murray
M Walmsley (Via Zoom)	LEMC Chairperson Shire President, Shire of Waroona
R Porter	LEMC Executive Officer LRC MRES, Shire of Murray & Waroona
G Stevens	CESC, Shire of Murray & Waroona
B Jordan	MALC Manager, Shire of Murray
R Wilson	CBFCO, Shire of Murray
J Twaddle	CBFCO, Shire of Waroona
S Macdonald	WCRC Manager, Shire of Waroona
I Francis	LEMC Deputy Chairperson OIC, WAPOL Pinjarra
J Worthington	OIC, WAPOL Dwellingup
R Blake	OIC, WAPOL Waroona
T Sillitto	Senior District Emergency Services Officer, DoC
M Cross (Arrived at 10:22am)	DEMA, DFES
P Dwyer	Unit Manager, Murray SES
L Tunbridge (Proxy)	Representative, Pinjarra Primary School
N Dew	Community Representative, Shire of Waroona

Ex-Officio

C Goff	RESSO, Shire of Murray & Waroona
S Walker	RESSO/AWARE Project Officer, Shire of Murray & Waroona
N Elrick (Via Zoom)	District Officer – Natural Hazards, DFES
S Beaton (Via Zoom)	Manager EPDR, Department of Health
S Bryant	Manager Emergency Preparedness Agriculture and Food, DPIRD
A Lewis (Via Zoom)	Project Engineer, Harvey Water
P Buckley (Via Zoom)	Operations Manager, Water Corporation

2. ABSENT

Members

L McGuirk (Apology)	LRC Director Place and Community, Shire of Murray
C Louis (Apology)	Principal, Pinjarra Primary School
K Jones (Apology)	Brigade Captain, Pinjarra VFRS
G Cresswell (Apology)	Emergency Services Superintendent, Alcoa
D Wilson (Apology)	Representative, St John Ambulance Waroona
C Thompson (Apology)	Community Representative, Shire of Murray
S James	Representative, Quambie Park
C Hunter	Station Manager, St John Ambulance Pinjarra
D McLeod	CEO, Bedingfeld Park Inc Aged Care Facility
B Worthington	Community Representative, Shire of Waroona
J Humphreys	Health and Safety Manager, Alcoa

Ex-Officio

B Finlay (Apology)	District Officer Wellington – Fire Services, DFES
J Carter (Apology)	District Officer – Emergency Management, DFES
D Cormack (Apology)	Maintenance Supervisor, Fulton Hogan
J Rawlins (Apology)	Field Operations Team Leader, Western Power
T Simpson	Local Welfare Coordinator, DoC
B Bassett	Team Leader, DoC
K Laurendi	Senior Ranger Lane Poole Reserve, DBCA
Guest	
D Walker (Apology)	BRPC, Shire of Murray, Waroona & Harvey

3. CONFIRMATION OF MINUTES OF MEETING

3.1 Confirmation of Minutes of Local Emergency Management Committee Meeting – 17 February 2021

Committee Recommendation

LEMC21/004

Moved: J Twaddle

That the Minutes of the Shire of Murray & Waroona Local Emergency Management Committee Meeting held on 17 February 2021 be confirmed as a true and correct record.

CARRIED UNANIMOUSLY 16:0

The Shire of Waroona Council received and noted the minutes of the Shire of Murray & Waroona Local Emergency Management Committee meeting held on 5 May 2021 at the 25 May 2021 Ordinary Council Meeting as per resolution OCM21/05/056.

The Shire of Murray Council received and noted the minutes of the Shire of Murray & Waroona Local Emergency Management Committee meeting held on 5 May 2021 at the 27 May 2021 Ordinary Council Meeting as per resolution OCM21/069.

3.2 Review of Meeting Action Register – refer to Appendix 1 – R Porter

The Shire of Murray & Waroona LEMC meeting action register was reviewed. No changes were made. Refer to **Appendix 1**.

4. BUSINESS ARISING

5. State EM Preparedness Procedure 7 – LEMC Requirements

5.1 Every Meeting

5.1.1 Confirmation of LEMA Contact Details – refer to **Appendix 2** - R Porter

The meeting attendance sheet was distributed and attendees were asked to ensure that all their contact information was up to date. The LEMC Contact Register is attached in **Appendix 2**.

5.1.2 Review any Post-Incident Reports and/or Post-Exercise Reports – **Appendix 3** – R Porter

R Porter submitted a COVID-19 Post Exercise Report for Shire of Murray & Waroona to SEMC on Thursday 8 April 2021. A copy has been included in **Appendix 3**. As this report was submitted no further exercise is required for the 2020-2021 reporting period.

5.1.3 Funding Nominations and Applications Progress – R Porter

Shire of Murray & Waroona were successful in obtaining AWARE grant funding for the Local Emergency Management Arrangements to be completely reviewed and combined as part of the LEMC amalgamation. This project will include development of an Animal Welfare Sub-plan and an Evacuation Sub-plan utilising new SEMC templates.

S Walker who is a part time Ranger and Emergency Services Support Officer will be the Project Officer. She will work on the project three days per fortnight for a twelve-month period. By utilising an existing staff member to complete the project it will provide an opportunity to build capacity, knowledge and develop succession planning of Emergency Management personnel within the Shire of Murray & Waroona.

5.1.4 Emergency Risk Management (ERM) / Treatment Strategies Progress – R Porter

Refer to item 6.1 and **Appendix 4**.

5.1.5 Review of Local Emergency Management Arrangements – R Porter

As discussed in item 5.1.3.

5.1.6 Review Business Plan Strategies and Record Key Achievements – R Porter

R Porter advised that we were awaiting approval of the State Strategic Business Plan by SEMC.

5.2 Fourth Calendar Quarter

5.2.1 LEMC Exercise Schedule - R Porter

The LEMC membership were requested to come up with a LEMC exercise to be conducted next financial year.

Brief discussion was held in regards to holding a desktop exercise with the scenario of a truck rollover. All agencies need to be involved. It was raised that the ISG set up needs to be tested. I Francis will provide a scenario using an old desktop exercise that was used years ago.

Action: I Francis to send previous LEMC desktop exercise documents related to a truck rollover to the LEMC membership. This information will be used for the next LEMC exercise.

5.2.2 Seasonal Review – DFES

As discussed in item 6.3.

6. GENERAL BUSINESS

6.1 SoM/SoW/SoH - BRPC - **Appendix 4** – D Walker

D Walker was an apology at the meeting. A report was submitted as per **Appendix 4**.

6.2 SoM/SoW - CESC - **Appendix 5** - G Stevens

A report was submitted as per **Appendix 5**.

6.3 DFES – District Officer - Natural Hazards - **Appendix 6** - N Elrick

A report was submitted as per **Appendix 6**.

6.4 DFES – DEMA - **Appendix 7** - M Cross

A report was submitted as per **Appendix 7**.

6.5 DPIRD – Manager Emergency Preparedness Agriculture and Food - **Appendix 8** – S Bryant

A report was submitted as per **Appendix 8**.

6.6 Murray SES – Unit Manager – P Dwyer

A combined Murray & Waroona SES team were deployed to assist with recovery work post Tropical Cyclone Seroja.

6.7 SoW – Community Representative - N Dew

General discussion was held in regards to a lack of an evacuation plan for Preston Beach. N Dew advised that the concerns were raised previously at LEMC meetings dating back 10 years ago but the responsibility was passed around to everyone and nothing eventuated.

R Porter acknowledged that the request for a secondary access route had been considered. It is widely acknowledged that an additional road is cost prohibitive for the level of usage. The best option is to enact your Bushfire Plan. However, as part of the AWARE Project S Walker will be working on an evacuation sub plan which will include Preston Beach.

R Porter stated that through D Walker's BRPC project Mitigation Activity Funding (MAF) would eventually become available. One priority of the MAF request would be to clear both sides of the primary access route to Preston Beach by using forestry mulching. This would create a safer buffer zone by removing some of the post fire build-up of wattles etc.

It was also raised that the State Government installed power under ground after the Waroona Fire which was of significant benefit for community preparation and resilience.

6.8 WAPOL Waroona - OIC - R Blake

Brief discussion was held in regards to the recent Perth and Peel COVID-19 lock down. Police control points were set up in multiple areas. Concerns were raised in regards to the position on Forrest Highway. R Blake advised that the locations available were limited. The feedback has been taken on board and raised at a District level. Compliance has been great.

6.9 SoM - MRES - R Porter

The Pinjarra VFRS station is currently undergoing upgrades for the next 6-12 months. Due to renovations they had to vacate the premise. Murray SES has been identified as the suitable place for temporary relocation. Murray SES and DFES have paid for upgrades to the SES. Electric roller shutters have been installed and were funded by Murray SES.

The Federal Government has announced that they will set up a National Resilience, Relief and Recovery Agency to assist communities with relief and recovery efforts following large-scale natural disasters. The agency will be established by July 2021 to align and co-ordinate efforts to build resilience and better prepare for disasters.

6.10 DoC - Senior District Emergency Services Officer - T Sillitto

T Sillitto stated that it has been a busy year so far with COVID-19, the Wooroloo fire and Tropical Cyclone Seroja. T Sillitto was sent to manage one of the three evacuation centres. A DoC team has been appointed to assist Local Government for recovery. Currently 13 recruited staff are deployed. A roster is in place until mid-June.

The Emergency Services structure is currently being reviewed at DoC. Further information will be provided once the review is completed. T Sillitto advised that he is looking at running more evacuation training in due course.

DoC have raised concerns to DEMA – M Cross with the new DEMC membership structure only one DoC representative is invited. It was raised that two representatives need to attend as they are from different regions.

6.11 WAPOL Dwellingup - OIC - J Worthington

J Worthington introduced herself as the new OIC in Dwellingup. It was raised that Lane Poole Reserve camping grounds weren't closed to the public during the recent COVID-19 lock down. This made it difficult for Police to enforce the stay at home restrictions. Dwellingup Police had a meeting with DBCA in regards to this issue and the concerns have been raised at a District Level.

DBCA weren't told to close Lane Poole Reserve but were encouraging people not to camp. Unfortunately, as it was a long weekend, a lot of people were camping and not everyone wore masks.

6.12 WAPOL Pinjarra - OIC - Appendix 9 - I Francis

General discussion was held in regards to the recent Perth and Peel COVID-19 lock down and the police control points. It was a huge workload for Police working 24/7 from the Mandurah district.

I Francis advised that there was a major issue on the Monday morning with smoke on Forrest Highway. Police had to close the freeway due to the smoke and poor visibility. Trucks were allowed through to clear the road. Other traffic was directed back to the vehicle control point. Photographs taken are attached in **Appendix 9**. The first photograph was taken whilst Police were driving behind a large truck.

6.13 Department of Health - Manager EPDR - S Beaton

S Beaton advised that they have been busy with COVID response. Emergency procedures are now up to date. The evacuation plan has been reviewed.

The fleet car allocation to Murray District Hospital is currently being reviewed. Evacuees will be sent to Rockingham Hospital and if the hospital is full the overflow will be sent to Peel Hospital.

6.14 SoW - LEMC Chairperson | Shire President - M Walmsley

M Walmsley discussed school representation. It was questioned if a representative of schools in Waroona should be invited to the meeting as well. C Lois is the Pinjarra Network of School Representative. This encompasses public schools in Waroona, Dwellingup and North Dandalup.

6.15 Water Corporation - Operations Manager - P Buckley

P Buckley advised that Water Corporation have been pretty quiet lately.

6.16 SoM - LEMC Chairperson | Councillor - S Kirkham

It was raised that R Porter resigned from his current position and has taken on the role of Manager Ranger and Emergency Services at the City of Armadale. His last day with the Shire of Murray is Wednesday 5 May 2021.

The LEMC membership thanked Ron for all the work he has done within Emergency Management for Shire of Murray & Waroona and wished him all the best for this next chapter. R Porter expressed his gratitude for the Shire of Murray & Waroona LEMC membership and said it has been a pleasure working with everyone.

7. NEXT MEETING

The next Local Emergency Management Committee meeting will be held on Wednesday 4 August 2021. The meeting time and venue is to be advised.

8. CLOSE

There being no further business the Chairperson declared the meeting closed the time being 11:02am.

Local Emergency Management Committee Meeting Action Register

Date Raised	Serial No	Item No	Subject	Action	Responsible Officer	Completion Date / Status
8 August 2013	03/13	4.1.2 Appendix 1 Item e	The Shire of Murray LEMC in consultation with and key Hazard Management Agencies (HMA), special needs groups such as local schools, nursing homes and child cares etc are encouraged to establish evacuation plans and communication strategies. This will aid the HMA to manage evacuation and traffic management more effectively.	<p>06/02/14 On behalf of the LEMC send out a letter of correspondence to special needs groups within the Shire of Murray and encourage them to create an evacuation plan.</p> <p>07/02/18 Ongoing. Nursing Home Association to be contacted by Bedingfeld Aged Care Facility. M Cross to follow up the review of the Evacuation Plan. Adequate evacuation plans required for hospitals and aged care facilities. Transport is the biggest issue.</p> <p>07/11/18 To be discussed</p> <p>06/02/19 I Francis offered to contact the Pinjarra Network of School representative to discuss the evacuation plans for the schools in the district.to progress action item Serial No. 03/13.</p> <p>01/05/19 Evacuation Plans received by all Schools within the Murray were sent out to LEMC on 22 February 2019 for review. The Evacuation plans are outdated. M Cross will obtain a evacuation plan template. T Sillitto advised that he will organise evacuation training with Aged Care Facilities in conjunction with DEMA.</p> <p>07/08/19 Any feedback in regards to the School Evacuation Plans is to be sent to C Louis.</p> <p>05/02/20 Bedingfeld Aged Care Facility Evacuation Plan needs to be reviewed. A dementia ward is being added. MOU required. T Sillitto and M Cross will organise an evacuation workshop in liason with Shire of Murray.</p>	DEMA, DFES, WAPOL, DoC and C Louis	Ongoing

				<p>05/08/20 WAPOL are currently reviewing Aged Care Facility Evacuation Plans/Procedures and reporting back to the Commissioner. It is a requirement to have a 24-hour contact point and management plan. Bedingfeld currently have a maximum capacity of 45 people which will change in due course. M Cross will provide Police with Evacuation paperwork.</p> <p>11/11/2020 R Porter advised that a Fire Management Plan was submitted for Bedingfeld and it was listed as Bushfire Prone and vulnerable use. A Bushfire Emergency Evacuation Plan (BEEP) is required. R Porter will follow up to obtain a copy.</p> <p>LEMC Recommendation that the LEMC Executive Officer write a letter to Bedingfeld Aged Care Facility board and Murray District Hospital in regards to Evacuation Plans particularly self-evacuation.</p>		
8 August 2013	04/13	4.1.2 Appendix 1 Item f	The Shire of Murray LEMC to consider conducting a LEMC Evacuation Workshop to further develop evacuation plans for each townsite/settlements. An evacuation plan can be a one or two page generic document which clearly describes items such as location, map, demographics, entry/exit routes, critical infrastructure, possible evacuation centre, key contact numbers, people with special needs or lack of transport, Culturally And Linguistically Diverse (CALD) communities etc. Once developed this information is then made available to the HMA for any possible evacuation planning.	<p>06/02/14 Working Group to be established consisting of P Robinson, D Walker, P Stewart, SoM Community Development Rep & a SoM Tech Services Rep. CEMO to forward template plan.</p> <p>03/02/16 Working Group to be established consisting of P Robinson, D Walker, R Bradshaw, SoM Community Development Rep & a SoM Tech Services Rep.</p> <p>03/08/16 Successful grant funding in this financial year has provided opportunity to develop a Community Evacuation Field Exercise.</p> <p>02/08/17 Community Evacuation Field Exercise planning has commenced.</p>	MRES, CESC, WAPOL, CBFCO and K Jones	Not Started

				<p>07/02/18 Planning deferred until June 2018. Community Evacuation Field Exercise will be held in September 2018.</p> <p>01/08/18 To be discussed.</p> <p>07/11/18 Discussion on capability and resourcing to undertake exercise in conjunction with WAPOL.</p> <p>06/02/19 WAPol can provide a Project Officer. Working Group to be established.</p> <p>05/02/20 Community Evacuation Field Exercise project was cancelled due to deficiencies in staffing. Funding was sent back. G Stevens to organise meeting to list Evacuation Routes.</p> <p>05/08/20 G Stevens met with R Porter, K Jones, R Wilson and I Francis to discuss Evacuation Routes. The next meeting will be held on 17 August 2020.</p>		
27 November 2013	07/13	7.1 Appendix 4	<p>AWARE ERM Report</p> <p><i>Risk Reference 4 – Bushfire</i></p> <p>Conduct a Bushfire Risk Assessment for Bushfire</p>	<p>06/02/14 Awaiting SEMC Secretariat & DFES funding opportunities. Likely to occur during to 2015/16 financial year.</p> <p>04/05/16 A budget submission has been provided for Council to consider funding the development of a Bushfire Risk Management Plan.</p> <p>03/08/16 The budget submission to develop a Bushfire Risk Management Plan was not supported at Council.</p> <p>02/11/16 As above. No financial capacity to undertake this project at this time.</p> <p>07/02/18 As above. AWARE Funding for risk management will be available shortly for Local Government only.</p>	<p>CESC BRPC</p>	In Progress

				<p>01/08/18 Successful in obtaining DFES BRMP LG Grant funding for a Bushfire Risk Planning Coordinator (BRPC) position to be shared with Shire of Harvey</p> <p>06/02/19 BRMP Process will address the Bushfire Risk within the Shire of Murray.</p> <p>01/05/2019 Working on obtaining DFES BRMP LG Grant funding for the Bushfire Risk Planning Coordinator (BRPC) for 2019/20 financial year. Position will now be a Shire of Murray employee.</p> <p>07/08/19 D Walker is now the BRPC for Shire of Murray, Shire of Waroona and Shire of Harvey. D Walker is currently working on the SoM plan which should be complete by the end of the month. Assessments will be completed early next year. In 2021 mitigation work should be completed.</p> <p>06/11/19 The Shire of Murray BRMP has been sent to be critiqued. D Walker is currently working on the assessments. Once the assessments are completed the BRMP will be sent to the OBRM and presented to Council.</p> <p>11/11/20 R Porter advised that the ERM Risk Assessment Workshops will cover all Hazards.</p>		
27 November 2013	08/13	7.1 Appendix 4	<p>AWARE ERM Report</p> <p><i>Risk Reference 17 – Road Transport Emergency</i></p> <ol style="list-style-type: none"> 1. Community education via safety campaigns 2. Develop a Local Evacuation Plan 	<p>06/02/14 Part 2 linked to Item number 04/13.</p> <p>03/02/16 Responsible Officer changed from C Pearson to P Robinson.</p> <p>01/08/18 Responsible Officer changed from P Robinson to I Francis.</p> <p>05/02/20 SEMC approved a review of the State Risk Project prior to commencing phase 5. The project commenced in 2013 and was designed to gain comprehensive and consistent</p>	WAPOL	Deferred

				<p>understanding of the risks faced at state, district and local levels. The review will assess how to move forward with the knowledge and data collated.</p> <p>11/11/20 R Porter advised that the ERM Risk Assessment Workshops will cover all Hazards.</p>		
27 November 2013	09/13	7.1 Appendix 4	<p>AWARE ERM Report</p> <p><i>Risk Reference 35 – Flood/Flash flooding</i></p> <p>Develop a Local Flood Management Plan</p>	<p>04/05/16 Consultation with DFES to develop the plan. Meeting to be held in June 2016.</p> <p>02/08/17 Ongoing. Discuss further with Water Corp.</p> <p>07/02/18 Ongoing. Invite to the next LEMC meeting DFES.</p> <p>05/02/20 SEMC approved a review of the State Risk Project prior to commencing phase 5. The project commenced in 2013 and was designed to gain comprehensive and consistent understanding of the risks faced at state, district and local levels. The review will assess how to move forward with the knowledge and data collated.</p> <p>11/11/20 R Porter advised that the ERM Risk Assessment Workshops will cover all Hazards.</p>	D/O Natural Hazards DFES Unit Manager Murray SES	Deferred
4 March 2020	02/20	4.1.5	LEMC membership is to review the draft Local Emergency Management Arrangements, once they have been circulated and provide feedback to the LEMC Executive Officer.	02/09/2020 - Once the Shire of Murray and Shire of Waroona LEMC's are amalgamated, both LEMA's will be combined and a full review will be completed.	LEMC Membership	In Progress
4 March 2020	04/20	5.1.2	LEMC membership is to review the Lake Navarino Emergency and Evacuation Procedure, as found as Appendix 4, and provide feedback to the LEMC Executive Officer.	02/09/2020 – Camping at Lake Navarino is currently prohibited. DBCA are aware they are responsible for managing the land. DBCA are currently liaising with Linda and Craig from Lake Navarino in regards to the management structure.	LEMC Membership	In Progress

				<p>02/12/2020 – RP advised that the procedure will be recirculated to the LEMC membership in early 2021 and feedback will be provided to Linda and Craig from Lake Navarino.</p> <p>11/05/2021 – The Shire of Waroona and DBCA had a meeting at the start of May 2021 to discuss Lake Navarino. The majority of the land around Lake Navarino is unallocated crown land and the management of the land is questionable. DBCA advised they are not responsible for managing the land.</p>		
4 March 2020	05/20	5.1.2	R Porter to raise blackspot coverage issue with Telstra at the next DEMC meeting.	<p>03/06/2020 – No DEMC meeting scheduled. Meetings have been deferred until further notice.</p> <p>02/09/2020 – To be discussed at the next DEMC meeting which will be held on Wednesday 28 October 2020.</p>	MRES	Not Started
11 November 2020	06/20	4.2	R Porter to write to the board of the Bedingfeld Aged Care Facility and Murray District Hospital requesting an updated Evacuation Plan.		MRES	Not Started
17 February 2021	01/21	6.6	Evacuation Workshop to be organised with Bedingfeld Aged Care Facility and Quambie Park.		Bedingfeld Aged Care Facility, Quambie Park and LEMC membership	Not Started
5 May 2021	02/21	5.2.1	I Francis to send previous LEMC desktop exercise documents related to a truck rollover to the LEMC membership. This information will be used for the next LEMC exercise.		I Francis	Not Started

Voting Members			
Organisation	Name	Address	Contact Details
Shire of Murray	Cr. Stuart Kirkham (Councillor / LEMC Chairperson)	[REDACTED]	[REDACTED]
	Sarah Hull (Manager Ranger and Emergency Services / LEMC Executive Officer / SoM and SoW Local Recovery Coordinator)		[REDACTED]
	Mr. Gavin Stevens (Community Emergency Services Coordinator)		[REDACTED]
	Mr. Robert "Bluey" Wilson (Chief Bush Fire Control Officer)		[REDACTED]
	Mr. Ben Jordan (Manager Murray Aquatic & Leisure Centre)		[REDACTED]
Shire of Waroona	Cr. Mike Walmsley (Shire President / LEMC Chairperson)	[REDACTED]	[REDACTED]
	Mr. Brian Beales (Chief Bush Fire Control Officer)	[REDACTED]	[REDACTED]
	Mr. Stuart Macdonald (Manager Waroona Community Resource Centre)	[REDACTED]	[REDACTED]
WAPOL (Pinjarra)	Snr Sgt. Mark Howes (LEC / LEMC Deputy Chairperson / Pinjarra – Officer in Charge)	[REDACTED]	[REDACTED]
WAPOL (Dwellingup)	Sgt. Jody Worthington (Dwellingup – Officer in Charge)	[REDACTED]	[REDACTED]
WAPOL (Waroona)	Sgt. Ross Blake (LEC / LEMC Deputy Chairperson / Waroona – Officer in Charge)	[REDACTED]	[REDACTED]
Alcoa Australia (1 x Representative per meeting)	Mr. Gary Cresswell (Security Supervisor - Pinjarra)	[REDACTED]	[REDACTED]
	Mr. John Humphreys (Health and Safety Manager)	[REDACTED]	[REDACTED]
Bedingfeld Park Inc Aged Care Facility	Ms. Deborah McLeod (Chief Executive Officer)	[REDACTED]	[REDACTED]
Department of Communities - Child Protection and Family Support	Mr. Terry Sillitto (Senior District Emergency Services Officer)	[REDACTED]	[REDACTED]
DFES (Emergency Management)	Ms. Merveen Cross (District Emergency Management Advisor - Metropolitan)	[REDACTED]	[REDACTED]
Murray SES	Mr. Paul Dwyer (Unit Manager)	[REDACTED]	[REDACTED]
Pinjarra Volunteer Fire & Rescue Service	Mr. Ken Jones (Brigade Captain)	[REDACTED]	[REDACTED]
St John Ambulance (1 x Representative per meeting)	Ms. Christine Hunter (Station Manager – Pinjarra Sub Centre)	[REDACTED]	[REDACTED]
	Ms. Danielle Wilson (Representative)	[REDACTED]	[REDACTED]

Voting Members

Organisation	Name	Address	Contact Details
Pinjarra Primary School	Mr. Christian Louis (Principal)	[Redacted]	[Redacted]
Quambie Park Waroona Inc.	Ms. Sharon James (Representative)	[Redacted]	[Redacted]
Community Representative - Shire of Murray	Ms. Christine Thompson JP (Representative)	[Redacted]	[Redacted]
Community Representative – Shire of Waroona	Cr. Noel Dew (Councillor / Representative)	[Redacted]	[Redacted]
Community Representative – Shire of Waroona	Mr. Bernie Worthington (Representative)	[Redacted]	[Redacted]

Ex-Officio Members

Organisation	Name	Address	Contact Details
Shire of Murray	Ms. Chantelle Goff (Ranger Emergency Services Support Officer / Minute Secretary)	[Redacted]	[Redacted]
	Ms. Samantha Walker (Ranger Emergency Services Support Officer / AWARE Project Officer)	[Redacted]	[Redacted]
Department of Communities - Child Protection and Family Support (1 x Representative per meeting)	Ms. Tracy Simpson (Local Welfare Coordinator – Peel District Office)	[Redacted]	[Redacted]
	Ms. Brenda Bassett (Team Leader – Peel District)	[Redacted]	[Redacted]
Department of Fire and Emergency Services (DFES) (1 x Representative per meeting)	Mr. Brett Finlay (District Officer Wellington)	[Redacted]	[Redacted]
	Mr. Nick Elrick (District Officer – Natural Hazards – South West)	[Redacted]	[Redacted]
	Mr. John Carter (District Officer – Emergency Management – South West)	[Redacted]	[Redacted]
Department of Health	Vacant (Manager Emergency Preparedness Disaster Response)	[Redacted]	[Redacted]
DBCA – Parks and Wildlife Service	Mr. Kris Laurendi (Senior Ranger – Lane Poole Reserve)	[Redacted]	[Redacted]
Department of Primary Industries and Regional Development	Mr. John Gilliland (Manager Emergency Preparedness Agriculture and Food)	[Redacted]	[Redacted]
Harvey Water	Mr. Aled Lewis (Project Engineer)	[Redacted]	[Redacted]
Main Roads WA	Mr. Dave Cormack (Routine Maintenance Works Manager)	[Redacted]	[Redacted]
Water Corporation	Mr. Peter Buckley (Operations Manager)	[Redacted]	[Redacted]
Western Power	Ms. Joscelynd Rawlins (Field Operations Team Leader)	[Redacted]	[Redacted]

Guests

Organisation	Name	Address	Contact Details
Shire of Murray, Shire of Waroona and Shire of Harvey	Ms. Donna Walker (Bushfire Risk Planning Coordinator)	[Redacted]	[Redacted]

From: [Beaton, Scott](#)
To: [Greg Whip](#); [Myra Giardini](#); [Ali Bevan](#); [Chantelle Goff](#); [Amna Awais](#); [Janelle McBain](#)
Subject: DoH Representation at LEMC's
Date: Wednesday, 14 July 2021 5:03:08 PM

Hi All,

This is to inform that I will be finishing up with the Rockingham Peel Group this Friday, before commencing a new role with PathWest at QEII from Monday. I just wanted to thank you all and your respective LEMC's for being so welcoming and active over the years; I must apologise for the lack of physical attendance over the previous 12 months however the demands of COVID on the Hospitals have not waned at all, even when it moves from front page news here in the West. I wish all of your LEMC's the best going forward and I will be providing a handover, inclusive of the four LEMC's this position is involved with as well as your contact details to my replacement who is due to commence from the beginning of August.

I will be continuing my on-call role with the State Health Incident Coordination Centre so may well see or speak to you in the future. Take care and all the very best. Scott.

Scott Beaton

RkPG COVID Lead - Manager - Emergency Management and Work Health & Safety
South Metropolitan Health Service | Rockingham Peel Group | M: 0419 904 148 | E: scott.beaton@health.wa.gov.au

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From: John Gilliland [mailto:john.gilliland@dpird.wa.gov.au] on behalf of Shire of Murray & Waroona
To: Emergency Management Committee (EMC) Meeting
Subject: W [EXT] - Shire of Murray & Waroona Local Emergency Management Committee (LEMC) Meeting
Attachments: [Multiple attachments listed as images or documents]

Hi Christine & Mia,

FYI – as the Shire of Murray & Waroona LEMC now falls within the South Metro DEMC, John Gilliland is the current DPIRD representative but is unavailable to attend this meeting due to a pre-existing work commitment, so will be an apology.

Can you please update your contact details as a result as per his contact details below.

John Gilliland -
Email: john.gilliland@dpird.wa.gov.au
Mobile: 0439 289 663

Regards

Tim Stevens
Emergency Preparedness Coordinator
Incident & Emergency Management
DPIRD – Bunbury
Mob – 0428 711 394

From: Christine [mailto:christine@dpird.wa.gov.au]
To: John Gilliland [mailto:john.gilliland@dpird.wa.gov.au]
Subject: W [EXT] - Shire of Murray & Waroona Local Emergency Management Committee (LEMC) Meeting
Attachments: [Multiple attachments listed as images or documents]

Hi John,

Thank you for your email regarding the LEMC meeting on Wednesday 4 August 2021 commencing at 10:00am. We are just waiting on venue confirmation for the meeting on Wednesday 4 August 2021 commencing at 10:00am. We are just waiting on venue confirmation for the meeting on Wednesday 4 August 2021 commencing at 10:00am. We are just waiting on venue confirmation for the meeting on Wednesday 4 August 2021 commencing at 10:00am.

Kind regards,
Christine

From: Chantelle Goff
To: [Aled Lewis](#); [Ben Jordan \(mmlc@murray.wa.gov.au\)](#); [Bernie Worthington](#); [Brenda Bassett \(Department of Communities\)](#); [Brett Finlay \(Department of Fire and Emergency Services\)](#); [Chantelle Goff](#); [Chris Thompson \(West Murray VBFB - Secretary\)](#); [Christian Louis \(Pinjarra Primary School\)](#); [Christine Hunter \(St John Ambulance Pinjarra Station Manager\) \(Work\)](#); [Cr Mike Walmsley](#); [Cr Noel Dew](#); [Cr Stuart Kirkham](#); [Danielle Wilson](#); [Dave Cormack \(Main Roads / Fulton Hogan\)](#); [Deborah McLeod \(CEO - Bedingfeld Park Inc Aged Care Facility\)](#); [Donna Walker](#); [Donna Walker](#); [Gary Cresswell \(ERO Supervisor - Alcoa Pinjarra Refinery\)](#); [Gavin Stevens](#); [Gavin Stevens](#); [Ian Francis \(Pinjarra OIC - WA Police\)](#); [John Carter - \(DFES Area Officer - Rural\)](#); [John Humphreys](#); [John Twaddle](#); [Joscelynd Rawlins \(Western Power\)](#); [Ken Jones \(Pinjarra VFRS - Captain\)](#); [Kris Laurendi \(Senior Ranger Lane Poole Reserve - DBCA Parks and Wildlife Service\)](#); [Leanne McGuirk](#); [Merveen Cross](#); [Nick Elrick \(DFES - District Officer SES South West\)](#); [Paul Dwyer](#); [Peter Buckley](#); [Robert Wilson \(CBFCO / West Murray VBFB - FCO and Brigade Captain\) \(Home\)](#); [Robert Wilson \(CBFCO / West Murray VBFB - FCO and Brigade Captain\) \(Work\)](#); [Samantha Walker](#); [Scott Beaton \(South Metropolitan Health Service - Rockingham Peel Group\)](#); [Sgt Jody Worthington \(Dwellingup OIC - WA Police\)](#); [Sgt Ross Blake \(WA Police - Waroona OIC\)](#); [Shane Bryant \(DPIRD\)](#); [Sharon James \(Quambie Park\)](#); [Stuart Kirkham \(Brigade Captain - Coolup VBFB\)](#); [Stuart Macdonald \(Waroona Community Resource Centre\)](#); [Terry Sillitto \(Senior District Emergency Services Officer - Department of Communities\)](#); [Tracy Simpson \(Local Welfare Coordinator Peel District - Child Protection and Family Support\)](#)
Subject: Local Emergency Management Committee (LEMC) - State Hazard Plans for Collapse, Earthquake and Tsunami - Request for stakeholder feedback
Date: Wednesday, 23 June 2021 12:20:00 PM
Attachments: [image004.png](#)
[image001.png](#)
[State Hazard Plan - Tsunami DRAFT for Consultation 26 May 2021.pdf](#)
[State Hazard Plan - Collapse DRAFT for Consultation 26 May 2021.pdf](#)
[State Hazard Plan - Earthquake DRAFT for Consultation 26 May 2021.pdf](#)

Good Afternoon All,

Please see below **Consultation Information** and attachments in regards to the completed review of the State Hazard Plan Tsunami and a review and conversion of Westplans Collapse and Earthquake into State Hazard Plans for Collapse and Earthquake. The DFES State EM Policy Branch is conducting consultation via Social Pinpoint. Consultation closes on **Tuesday, 17 August 2021**.

If you have any feedback can you please send back to me prior to the above date so a collective response can be submitted from the Shire of Murray & Waroona thank you

Kind Regards

From: Rob Marlborough
Sent: Wednesday, 23 June 2021 10:00 AM
To: Chantelle Goff <resso@murray.wa.gov.au>
Subject: CONSULTATION REQUEST - State Hazard Plans for Collapse, Earthquake and Tsunami

Hi Chantelle

Can you please forward this information to our LEMC membership. Attached are copies of the plans under review. Comments or feedback should be provided to the Shire to enable a collective response to be provided, if any to the DFES State EM Policy Branch.

The Department of Fire and Emergency Services has completed a review of State Hazard Plan Tsunami and a review and conversion of Westplans Collapse and Earthquake into State Hazard Plans for Collapse and Earthquake. The DFES State EM Policy Branch is now seeking your feedback on the proposed amended plan to help identify and address any concerns prior to requesting endorsement and approval from the State Emergency Management Committee.

Please refer to the **Consultation Information** below for information about the consultation process as well as instructions on how to submit feedback.

Consultation Information

State Hazard Plan Collapse, State Hazard Plan Earthquake and State Hazard Plan Tsunami.

The DFES State EM Policy Branch is conducting consultation via Social Pinpoint.

On the State Emergency Management Policy Branch [Consultation Homepage](#) you can view all current consultations, including the State Hazard Plans for Collapse, Earthquake and Tsunami. (https://dfes.mysocialpinpoint.com.au/collapse_earthquake_tsunami)

- On this page you will be able to:
- View information about the consultation process.

- Download and view the proposed amendments.
- Submit your feedback.
- Join the discussion or post a question.

Please submit your feedback by COB Tuesday 17 August 2021.

As we continue to trial Social Pinpoint, we would also appreciate your feedback on this platform. You can share your thoughts and experiences in the 'Feedback on the use of Social Pinpoint' section at the bottom of the page.

If you experience any difficulties with accessing Social Pinpoint or have any other questions, please contact us on SEMC.policylegislation@dfes.wa.gov.au.

Regards,

Quinta, Merveen and Sharna

Quinta La Rosa

District Emergency Management Advisor Metropolitan Operations

91 Leake Street BELMONT WA 6104

T: 9478 8344 / **M:** 0417 892 694 / **E:** quinta.larosa@dfes.wa.gov.au **W:** www.dfes.wa.gov.au

(Work Days: Monday, Tuesday, Wednesday)



Rob Marlborough

Manager Governance

+61 8 9531 7718

From: [Rob Marlborough](#)
To: [Chantelle Goff](#)
Subject: Feedback - Local Welfare Plan for the Peel region
Date: Tuesday, 13 July 2021 9:48:34 AM
Attachments: [LEWP - Metro-South - Peel - Local Welfare Plan - June 2020.pdf](#)
[image002.png](#)
[somfoot_2289fa95-89ec-4b46-a716-b3d6e6a17a09.jpg](#)
[image001.jpg](#)
[image003.jpg](#)
[image004.jpg](#)
[image005.png](#)

Rob Marlborough
Manager Governance
+61 8 9531 7718

From: Rob Marlborough
Sent: Friday, 9 July 2021 5:32 PM
To: Terry Sillitto <Terry.Sillitto@communities.wa.gov.au>
Cc: Ashleigh Nuttall <dcs@waroona.wa.gov.au>; Gavin Stevens <Gavin.Stevens@murray.wa.gov.au>; Samantha Walker <Samantha.Walker@murray.wa.gov.au>
Subject: Feedback - Local Welfare Plan for the Peel region

Hi Terry

Thanks for the opportunity to look at the Local Welfare Plan

Overall the document looks fine.

On page 17. I will provide you a 1st contact in due course once a local recovery coordinator has been appointed by both Murray and Waroona.

On Page 30. I will ask the Shire of Waroona Director Corporate Services to confirm that these are still the relevant contacts for Evac Centres in the Shire of Waroona

On Page 38. I would add the Shires Manger Environmental Health Services Phil Steven to be a contact for the Shire of Waroona as well. The Shire of Murray provides environmental health related services to the Shire of Waroona.

On Page 39. An update of 24 hour fuel station in Murray is recommended , given the new facilities that have recently been built.

On Page 45. Delete Leanne McGuirk as the LRC. I will provided an update on the appropriate person in due course. Also delete Ron Porter and his number. The new Manager Ranger and Emergency Services is Sarah Nicolaides, phone number to be confirmed.

On page 46. Delete Ron Porter as the LRC. I will provided an update on the appropriate person in due course. Also delete Ron Porter and his number. The new Manager Ranger and Emergency Services is Sarah Nicolaides, phone number to be confirmed. The appointment of the CBFCO for the Shire of Waroona is due later this month. Its possible a new person will be appointed and I would delete John Twaddle at this point.

Regards

Rob Marlborough | Manager Governance

mgov@murray.wa.gov.au
P: +61 8 9531 7718
www.murray.wa.gov.au





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From: Terry Sillitto <Terry.Sillitto@communities.wa.gov.au>

Sent: Tuesday, 6 July 2021 9:56 AM

To: Adrian Timms <adrian.timms@mandurah.wa.gov.au>; Barry Dowsett <barry.dowsett@education.wa.edu.au>; Ben Day <ben.day@salvationarmy.org.au>; Brenda Bassett <Brenda.Bassett@communities.wa.gov.au>; Christina Butcher <Christina.Butcher@communities.wa.gov.au>; Craig Johnson <craig.johnson@mandurah.wa.gov.au>; Darren Hart <darren.hart@police.wa.gov.au>; Diane Richards <diane.richards@education.wa.edu.au>; Gavin Stevens <Gavin.Stevens@murray.wa.gov.au>; Deluxe, Harry <hdeluxe@redcross.org.au>; Ian Francis <ian.francis@police.wa.gov.au>; Jen Volunteeringwa <Jen@volunteeringwa.org.au>; JoAnne Van Bilsen <JoAnne.VanBilsen@communities.wa.gov.au>; Joshua Potts <ranger@boddington.wa.gov.au>; Edmeades, Karen <kedmeades@redcross.org.au>; Karen Famlonga <kfamlonga@redcross.org.au>; Kathryn Eaton <Kathryn.Eaton@communities.wa.gov.au>; Kelly Colledge <Kelly.Colledge@communities.wa.gov.au>; Kim Reader <Kim.Reader@communities.wa.gov.au>; Leon Russo <leon.russo@servicesaustralia.gov.au>; les lang <leslang@bigpond.com>; myra Giardini <myra.giardini@mandurah.wa.gov.au>; Paul Blechynden <paul.blechynden@dfes.wa.gov.au>; Peter Haas <eho@boddington.wa.gov.au>; Rob Marlborough <mgov@murray.wa.gov.au>; Ross Bartley <ross.bartley@police.wa.gov.au>; Scott Ellery <scott.ellery@salvationarmy.org.au>; Simon Bennett <simon.bennett@police.wa.gov.au>; Tina Williams <tina@volunteeringwa.org.au>; Tracy Simpson <Tracy.Simpson@communities.wa.gov.au>; Youthcare <pcir@youthcare.org.au>

Subject: Your input sought for updates to the Local Welfare Plan for the Peel region

Hi all, just wondering if you could have a look at the attached Local Welfare Plan and advise me of any additions/updates that may be required.

Page 16 onwards which includes Appendix 3 to 12

Return email is fine, or give me a call if you prefer.

Thanks

Terry Sillitto
Senior District Emergency Services Officer
Metro South – Fremantle – Rockingham - Peel
Department of Communities
0427 389 375


The Department of Communities acknowledges the traditional owners of country throughout Western Australia and their connection to land, waters and community. We pay our respects to them and their cultures, and to their elders past and present.

The Department of Communities (Communities) formed on 1 July 2017 and is responsible for the delivery of child protection and family support, community grants, funding and initiatives, education and care regulation, disability services, housing and regional services reform. During the transition phase emails sent from the Housing Authority domain will be converted to the Communities email address. This message may contain privileged and confidential information and is intended for the exclusive use of the addressee(s). You must not disclose this communication to anyone without the prior consent of Communities. If you have received this email in error, please notify us by return mail, delete it from your system and destroy all copies. Communities has exercised care to avoid errors in the information contained in this email but does not warrant that it is error or omission free.

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FINAL SURVEY REVIEW

STEP 1: Scroll down this page to review all your questions and answers. Make sure you have answered every question.

STEP 2: To make any changes, navigate through the survey using the menu icon  in the top left corner of this page. Remember to click **Save Page** after you make changes.

To return to this page, click **Final Survey Review** in the navigation menu.

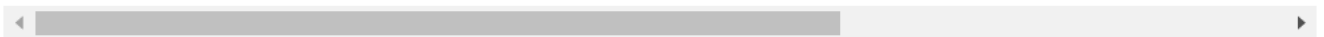
STEP 3: Save a PDF of your responses using the **Print this page** button below.

You will need to change printing settings to get a good printout - see [instructions here](#).

STEP 4: When you have finished making all your changes, scroll to the bottom of this page and click the **SUBMIT SURVEY** button.

THIS IS THE LAST TIME YOU CAN CHANGE YOUR ANSWERS. No changes can be made after submitting the survey.

Print this [How to get a good printout page](#)



Introduction

Please select your organisation type:

Local Government

Please select your EM district and Local Government Name from the list below:

EM District	South Metro
LG Name	Murray

Please enter the details of your organisation's contact person:

Name	Robert Marlborough
Position	Manager Governance
Phone	95317718

Email | robm@murray.wa.gov.au

Will the person above be co-ordinating your organisation's emergency management exercises?

Yes

Survey: LG

A.1. Risk assessment

Q01_ To what extent does your organisation have the **skills** to conduct emergency management risk assessments (ISO 31000/NERAG/Western Australia Emergency Risk Management Guide compliant)?*

Some skills (i.e. MODERATE limitations in resources, and/or capacity etc.)

*Note: As required in Section 3.2.6 of the State EM Policy

QU01_ Comment

Q02_1_ For which hazards has your organisation **conducted and documented** emergency management risk assessments (ISO 31000/NERAG/Western Australia Emergency Risk Management Guide/BRMP (bushfire only) compliant)?

Fire

QU02_1_ Comment

Q03_ To what extent are the findings of these risk assessments **used** (e.g. to improve your processes or implement treatments)?

Substantial use

QU03_ Please describe examples of how these findings are used.

Bushfire Risk Management Program (BRMP) currently being undertaken in the district to determine risk and identify treatment options.

Q04_ What is the status of your risk register for your local government area?

In progress (e.g. commenced with the State Risk Project)

QU04_ Comment

This relates to the BRMP. The Shire is undertaking a full review of the LEMA's which will be amalgamated with Shire of Waroona.

B.I. Sector information sharing

Q05_1_2_ Does your organisation share information about the **individual risks** with these stakeholders:

State government agencies	Substantial sharing
Other Local governments	Substantial sharing
Business/Industry	Some sharing
Communities	Limited sharing

QU05_1_2_ Comment/Example

BRMP project done with DFES. BRMP Stakeholder consultation.

Q05_2_2_ Does your organisation share information about **vulnerable elements*** with these stakeholders:

State government agencies	Substantial sharing
Other Local governments	Some sharing
Business/Industry	Limited sharing
Communities	Limited sharing

***Note:** Examples of vulnerable elements may include, but are not limited to: social groups such as the elderly, culturally and linguistically diverse groups, endangered species, areas of scientific significance, essential services, critical assets etc.

QU05_2_2_ Comment/Example

Q05_3_2_ Does your organisation share information about **treatment options** with these stakeholders:

State government	
------------------	--

agencies	Substantial sharing
Other Local governments	Some sharing
Business/Industry	Limited sharing
Communities	Limited sharing

QU05_3_2_ Comment/Example

BRMP reviewed and endorsed through OBRM and Council.

C.I. Horizon scanning

Q06_2_ To what extent does your organisation keep informed of best practice through **review** of recent hazard information (such as research, articles or reports) that may affect your area?

Some review

QU06_2_ Comment/Example

Review of local and regional PIA's. Also review

topical reports from other jurisdictions both nationally and internationally.

Q07_ To what extent does your organisation **monitor** incidents and/or events that may be relevant to your organisation/region occurring:

Intrastate	Substantial monitoring
Interstate	Some monitoring
International	Limited monitoring

QU07_ Comment/Example

C.2. Lesson management

Q08_ To what extent does your organisation evaluate its performance following an incident, emergency or exercise?

Substantial evaluation

QU08_ Comment/Example

Debrief and PIA's undertaken for Level 1/2 incidents.

Q09_ To what extent does your organisation assess and/or amend its plans, processes or procedures* based upon the findings of:

Recent hazard information (e.g. research, journal articles, reports)	Limited assessment/amendment
Incident	Limited assessment/amendment
Emergency response	Some assessment/amendment
Emergency recovery	Substantial assessment/amendment
Exercise	Some assessment/amendment

***Note:** As suggested in Section 4.12.1 of the State EM Policy

QU09_ Please provide an example.

Review of State Bushfire Exercise by LEMC.

Q09_1_ Are the following processes in place to track the outcomes of amendments made to plans, processes or procedures?

Review	Yes
Monitor effectiveness	Yes

QU09_1_ Comment/Describe

Active LEMC and action register.

D.1. Public information

Q10_A_ To what extent does your organisation have communications personnel available:

Some personnel (i.e. MODERATE limitations in capacity)

QUI0_A_Comment

With some limitations after business hours.

Q10_B_2_ How does your organisation provide emergency and/or hazard information to the public -

Traditional Media

	Public information relating to prevention, preparedness or recovery
Radio	Yes
Television	No
Newspapers	Yes
SMS/Text messaging	Yes
Bulk email	Yes
Websites	Yes

QUI0_B_2_ Comment/Example

Q10_B_4_ How does your organisation provide emergency and/or hazard information to the public

- Social Media

	Public information relating to prevention, preparedness or recovery
Facebook	Yes
Twitter	No
Instagram	No
YouTube	No
RSS	No
Other (Please describe in comments box below)	No

QUI0_B_4_ Other/Comment

Q10_B_5_ How does your organisation provide emergency and/or hazard information to the public -

Local Media

	Public information relating to
--	--------------------------------

	prevention, preparedness or recovery
Billboards	Yes
Roadside Indicators	No
Signage	Yes
Newsletters	Yes
Pamphlets/brochures	Yes
Public talks/meetings	Yes
Other (Please describe in comments box below)	No

QUI0_B_5_ Other/Comment

Q10_C_2_ Are procedures in place to ensure that the emergency and/or hazard information provided is:

Coordinated with other agencies	Yes
Timely	Yes
Reliable	Yes
Actionable	Yes

QUI0_C_2_ Comment/Example

QUI0_D_a_ What does your organisation do to ensure this information is **reliable**?

Source of truth by HMA for response activities. A CESC is employed.

QUI0_D_b_ What does your organisation do to ensure this information is **actionable**?

Tasks assigned to responsible Officer.

Q10_E_ Are there procedures in place to ensure that your organisation's emergency and/or hazard information is:

Clear	Yes
Consistent	Yes
Accessible	Yes

QUI0_E_ Comment

Documented communication plan.

QUI0_E_a_ How does your organisation ensure the emergency and/or hazard information is **clear**?

Source of truth through HMA. Documented communication plan.

QUI0_E_b_ How does your organisation ensure the emergency and/or hazard information is **consistent**?

Documented communication plan.

QUI0_E_c_ How does your organisation ensure the emergency and/or hazard information is **accessible**?

Documented communication plan.

Q10_F_ To what extent does your organisation's emergency and/or hazard information **cater** for:

Culturally and linguistically diverse groups	Most
People with a disability/ special needs	Most
People with lower skills in literacy and numeracy	Some
The elderly	Most
Tourists	Most

Other (please describe in comments box below)	
-----------------------------------------------	--

QUI0_F_ Comment

D.2. Risk awareness and understanding

QUI1_2_ How do you ensure that the community knows what to do during an emergency?

Follow established State protocols.

Q12_ What proportion of the community do you estimate:

have emergency action plans	Unsure
monitor emergency messaging	Unsure
understand emergency messaging	Unsure
respond to emergency messaging	Unsure

QUI2_ Comment/Describe

E.1. Land use planning

Q13_ Is your organisation involved in land use planning?

Yes

QUI3_ Comment

Q13_A_2_ Is land use planning used to manage and minimise the impacts from these hazards*:

Bushfire	Yes
Cyclone	Hazard CANNOT impact local government area
Earthquake	No
Flood	Yes
Heatwave	No
Landform collapse (e.g. landslide)	No
Storm	Yes

(including storm surge, coastal erosion)	
Tsunami	No

***Note:** As required under State Planning Policy 3.4.

QUI3_A_2_ Comment

QUI3_A_a_ What land use planning strategies does your organisation use to manage and/or minimise the risk from **bushfire**?

Guidelines for Planning in Bushfire Prone Areas, Town Planning Scheme and AS3959 2019.

QUI3_A_d_ What land use planning strategies does your organisation use to manage and/or minimise the risk from **flood**?

Flood mapping from Department of Water, Local planning scheme and building code have provisions regarding flood.

QUI3_A_g_ What land use planning strategies does your organisation use to manage and/or minimise the risk from **storm** (including storm surge, coastal erosion)?

Currently undertaking CHARMAP project to identify coastal erosion and flood related matters.

Q13_B_ Does your organisation ensure building protection through Building Code Standards?

Yes

QUI3_B_ Comment/Example

E.2. Ecosystem management

Q14_ Does your organisation have a role in managing the natural environment?

Yes

QUI4_ Comment

Dedicated Environmental Coordinator.

Q14_A_ To what extent does your organisation ensure that natural buffers* that may aid community protection are:

Identified	Some
Protected	Some
Maintained and/or enhanced	Some
Monitored	Some

*Note: The natural environment can provide **natural buffers** that mitigate the impacts of hazards and protect the community. Examples include:

- Mangroves or wetlands that may mitigate flooding or storm surge
- Vegetation to protect against slope instability
- Dune systems that may mitigate coastal erosion
- Vegetation that mitigates the impacts of heatwave

Q14_A_ Describe

Through appropriate planning and environmental considerations.

E.3. Infrastructure protection

Q15_2_ Does your organisation identify the likely impact that hazards might have on:

Critical infrastructure	Yes
Important community assets	Yes

Q15_2_ Describe

As identified in ERM conducted in 2012/2013.

Q16_2_ Does your organisation have **plans** in place to protect:

Critical infrastructure	Some work completed but requires further work to develop, test, verify and/or embed in the organisation

<p>Important community assets</p>	<p>Some work completed but requires further work to develop, test, verify and/or embed in the organisation</p>
<p>Residential property</p>	<p>Some work completed but requires further work to develop, test, verify and/or embed in the organisation</p>
<p>Assets supporting livelihood</p>	<p>Some work completed but requires further work to develop, test, verify and/or embed in the organisation</p>

QUI6_2_ Describe

In conjunction with BRMP project and ongoing review of LEMA by LEMC.

E.4. Essential services protection

Q17_ Does your organisation have plans to protect the continuity of:

	For your organisation	For your community
Power (e.g. contingency of power systems)	Yes	N/A
Telecommunications	Yes	N/A
Water (e.g. potable water provisions)	Yes	N/A
Sewerage (e.g. toilets/portaloos)	Yes	N/A
Road networks (e.g. alternative routes identified)	Unsure	N/A
Fuel	Yes	N/A
Food distribution	No	N/A
Shelter/accommodation	Yes	Yes
Local Government Services	Yes	Yes

QUI7_ Comment/Describe

E.5. Minimise single points of failure

Q18_ Has your organisation identified potential single points of failure* in these areas:

Power	Yes
Telecommunications	Yes
Water	No
Sewerage	No
Road Networks	Yes
Critical assets	No
Key personnel/expertise	Yes
Information Technology	Yes
Other (please describe in the comment box below)	

*Note: **'Single points of failure'** is part of a system that if it fails will stop the entire system from working. This may reflect critical interdependencies or have the potential to cause cascading failure of other systems.

Examples of single points of failure may include:

- one-road accesses
- limited personnel with certain expertise levels/expertise in a certain software etc.
- series circuits
- no redundancies within a network
- no backup of data etc.

QUI8_ Comment

Q18_A_a_ What strategies does your organisation use to mitigate and/or minimise the impacts of a single point of failure for **power**?

Backup generators.

Q18_A_b_ What strategies does your organisation use to mitigate and/or minimise the impacts of a single point of failure for **telecommunications**?

Mobile phones.

Q18_A_e_ What strategies does your organisation use to mitigate and/or minimise the impacts of a single point of failure for **road networks**?

Identify alternative routes.

Q18_A_g_ What strategies does your organisation use to mitigate and/or minimise the impacts of a single point of failure for **key personnel/expertise**?

MOU with adjoining LG's and redundancy in roles.

Q18_A_h_ What strategies does your organisation use to mitigate and/or minimise the impacts of a single point of failure for **information technology**?

Offsite redundancies in place.

E.6. Remoteness planning

Q19_ To what extent does your organisation consider emergencies that occur in remote areas* when conducting emergency planning?

Some work completed but requires further work to develop, test, verify and/or embed in the organisation

***Note: Remote areas** are those places that are difficult to access. They can include remote Aboriginal communities, pastoral stations, offshore communities etc.

Q19_ Comment/Example

E.7. Business continuity planning

Q20 _ Does your organisation have a business continuity plan*?

Yes

***Note:** Business Continuity Plans are widely considered best practice and are encouraged. For those to whom it is applicable, business continuity planning is undertaken in accordance with Treasurer’s Instruction 825 Risk Management and Security, issued under the Financial Management Act 2006.

QU20 _ Comment

Q20 _ A _ Does your business continuity plan consider

EM hazard specific risks	Yes
Strategies for fatigue management	Yes

QU20 _ A _ Comment

Q20 _ B _ How effective is your organisation’s business continuity plan:

Formalised plans, tested, mostly effective, mostly reliable, and largely embedded within the organisation

QU20_B_ Comment

Q21_ Does your organisation engage with business/industry to encourage them to have business continuity plans?

Yes

QU21_ Comment/Describe

E.8. Community activities

Q22_ Does your organisation have strategies for the protection of cultural places (e.g. heritage sites, memorials, churches, sporting facilities, etc.)?

Some work completed but requires further work to develop, test, verify and/or embed in the organisation

QU22_ Comment/Describe

Q23_ Does your organisation have strategies for the timely re-establishment of community activities (e.g. cultural and community events, schools) following an emergency?

Untested strategies in place, but with a high degree of confidence they will be effective, OR, tested strategies but with further work identified as needed

QU23_ Comment/Describe

F.1. People

Q24_5_ To what extent are the emergency management personnel in your organisation **trained**

Response personnel	Substantial training (i.e. MINOR limitations in resources, skills, and/or capacity etc.)
Recovery personnel	Substantial training (i.e. MINOR

	limitations in resources, skills, and/or capacity etc.)
Prevention/Mitigation personnel	<i>Substantial</i> training (i.e. MINOR limitations in resources, skills, and/or capacity etc.)

QU24_5_ Comment

Q24_6_ To what extent are the emergency management personnel in your organisation **capable**:

Response personnel	<i>Substantial</i> capability (i.e. MINOR limitations in resources, skills, and/or capacity etc.)
Recovery personnel	<i>Substantial</i> capability (i.e. MINOR limitations in resources, skills,

	and/or capacity etc.)
Prevention/Mitigation personnel	<i>Substantial</i> capability (i.e. MINOR limitations in resources, skills, and/or capacity etc.)

QU24_6_ Comment

Q24_7_ To what extent are the emergency management personnel in your organisation **supported** (e.g. commitment at the executive level):

Response personnel	<i>Substantial support</i> (i.e. MINOR limitations in resources, skills, and/or capacity etc.)
Recovery personnel	<i>Substantial support</i> (i.e. MINOR limitations in resources, skills,

	and/or capacity etc.)
Prevention/Mitigation personnel	<i>Substantial support (i.e. MINOR limitations in resources, skills, and/or capacity etc.)</i>

QU24_7_ Comment

Q24_8_ To what extent does your organisation have **sufficient numbers** of emergency management personnel:

Response personnel	<i>Limited personnel (i.e. MAJOR limitations in capacity)</i>
Recovery personnel	<i>Some personnel (i.e. MODERATE limitations in capacity)</i>
Prevention/Mitigation personnel	<i>Limited personnel (i.e. MAJOR</i>

	limitations in capacity)
--	-------------------------------------

QU24_8_ Comment

Q26_ Does your organisation have a memorandum of understanding (MOU) with other local governments that can be called upon to assist during large-scale emergencies?

Yes

QU26_ Comment/Describe

F.2. Volunteering

Q27_ Does your organisation use or manage volunteers that assist before, during or after an emergency?

Yes

QU27_ Comment

Q27_A_ How many EM volunteers does your organisation manage (approximately)?

360

QU27_A_ Please describe the type of volunteer activities. (e.g. Bush Fire Brigades (BFB), State Emergency Services (SES), Volunteer Marine Rescue (VMR), Welfare etc)

BFB and SES.

Q27_B_ Does your organisation have a clear strategy/policy for volunteers which addresses:

Recruitment	No
Retention	No
Training	Yes
Motivation	No
Barriers	No
Resources	Yes

QU27_B_ Comment/Example

Q28_ Does your organisation have a clear strategy/policy during an emergency to manage:

Spontaneous volunteers	Yes
Donated goods	Yes

QU28_ Comment

F.3. Finance and administration

Q29_ Does your organisation have the ability to track expenditure for particular emergencies (e.g. individual cost codes)?*

Yes

*Note: As outlined in Section 5.12 of the State EM Policy

QU29_ Comment

Q30_ Is funding for **proactive measures and mitigation**:

Available	Yes
Sufficient	No

Accessible	Yes
------------	------------

QU30_ Comment/Barriers

Accessible however reliant on grant applications.

Q31_ Is funding for **response** activities for an emergency that requires a significant and coordinated response:

Available	Yes
Sufficient	Yes
Accessible	Yes

QU31_ Comment/Barriers

LGGs operating grant.

Q32_ Is funding for **recovery** activities for an emergency that requires a significant and coordinated response:

Available	Yes
Sufficient	Yes
Accessible	Yes

QU32_ Comment/Barriers

Q33_ What level of awareness does your organisation have of disaster assistance funding available under the Disaster Recovery Funding Arrangements WA (DRFAWA) / Western Australian Natural Disaster Relief and Recovery Arrangements (WANDRRA)?

Substantial awareness

QU33_ Comment

F.4. Equipment/critical resources

Q34_2_ Can your organisation manage multiple concurrent emergencies (moderate consequences or higher) with existing **infrastructure***?

No

***Note:** Examples of infrastructure include: operations centre, locations for incident support groups, local recovery coordination centres, one stop shops for recovery etc.

QU34_2_ What are the limiting factors for **infrastructure**?

Dependent on size and scale of incident. Large incidents may require activation of MOU's with adjoining LG's.

Q35_2_ Can your organisation manage multiple concurrent emergencies (moderate consequences or higher) with existing **equipment**?

Yes

QU35_2_ What are the limiting factors for **equipment**? **In relation to bush fire resources would be gathered from outside the district.**

Q36_ Does your organisation have plans for **equipment** in place to address:

Mobilisation	Formalised plans, tested, mostly effective, mostly reliable, and largely embedded within the organisation
Pre-Deployment	Formalised plans, tested, mostly effective, mostly

	reliable, and largely embedded within the organisation
Peak surges	Formalised plans, tested, mostly effective, mostly reliable, and largely embedded within the organisation
Redundancies for outages	Formalised plans, tested, mostly effective, mostly reliable, and largely embedded within the organisation

QU36_ Comment

G.1. Command, control and coordination

Q37_ Does your organisation have protocols and structures established for emergencies that:

Define the interrelationships between stakeholders	Yes
----------------------------------------------------	------------

Facilitate effective command, control and co-ordination (C3)	Yes
Are understood	Yes
Have been tested	Yes

QU37_ Comment

State planning policies and procedures.

G.2. Situational assessment

Q38_ Does your organisation develop situational awareness/assessments during emergencies?

Yes

QU38_ Describe

Employing CESC and contact with CBFCO.

Q38_A_ Does this situational awareness/assessment determine the:

Nature and potential extent of hazard	Yes
Vulnerable elements*	Yes
Resources that are	Yes

required	
----------	--

***Note:** Examples of vulnerable elements may include, but are not limited to: social groups such as the elderly, culturally and linguistically diverse groups, endangered species, areas of scientific significance, essential services, critical assets etc.

Q38_B_ To what extent is your organisation's situational awareness/assessment effective?

Substantial

QU38_B_ Describe

QU38_C_ Do you have any suggestions that may improve situational awareness/assessments?

Continued engagement with LEMC and all stakeholders.

G.3. Evacuation

Q39_ Is your organisation involved in evacuations?*

Yes

*Note: As outlined in Section 5.7 of the State EM Policy

QU39_ Comment

Q39_A_ Does your organisation have the **ability** to coordinate/support:

Directed evacuations (compulsory)	Yes
Recommended evacuations (voluntary)	Yes
Evacuations of animals	Yes

Q39_B_ Does your organisation have **plans*** to coordinate/support:

Directed evacuations (compulsory)	Yes
Recommended evacuations (voluntary)	Yes
Evacuations of animals	No

***Note:** As outlined in Section 5.7 of the State EM Policy

Q39_C_ Does your organisation have **sufficient resources** to coordinate/support:

Directed evacuations (compulsory)	No
Recommended evacuations (voluntary)	Yes
Evacuations of animals	Yes

QU39_D_ Comment

Q40_ Has your organisation included pre-emergency evacuation planning in your local emergency management arrangements (LEMA)?

Formalised plans, tested, mostly effective, mostly reliable, and largely embedded within the organisation

QU40_ Comment

Q41_ Have suitable evacuation/welfare centres been identified?

Yes

Q41_A_ Do these evacuation/welfare centres have redundancies to maintain the provision of essential services such as:

Food	No
Potable water	Yes
Shelter	Yes
Power	Yes

QU41_A_ Comment

Q41_B_ How many evacuation/welfare centres can be simultaneously managed using existing resources?
(Enter numbers only and ensure there are no spaces)

1

QU41_B_ Comment

G.4. Public protection

Q42_ Does your organisation have measures to verify identity and control access of people seeking entry to Restricted Access Areas or Exclusion Zones?*

Yes

***Note:** As articulated in section 5.3.3 of the State EM Plan

QU42_ Comment

Q43_ Does your organisation have the ability to protect against unwanted activity* within impacted areas?

No

***Note:** Unwanted activity may include curious observers, accessing dangerous areas, looting, unauthorised or unsafe access.

QU43_ Comment

Police matter.

G.5. Agency interoperability

Q44_ During an emergency, to what extent are the **coordination structures** (including Incident Support Group (ISG), Operational Area Support Group (OASG), State Emergency Coordination Group (SECG), Local Recovery Coordination Group (LRCG), State Recovery Coordination Group (SRCG)):

Effective	Substantial
Interoperable with other agencies	Substantial
Functional	Substantial
Manageable/serviceable	Limited
Consider recovery implications	Substantial

QU44_ Comment

Q45_ During an emergency, to what extent are the **communication systems** (radios, phones, Incident Management System etc.) of your organisation:

Effective	Substantial
Interoperable with	Substantial

other agencies	
----------------	--

QU45 _ Comment

Q46 _ With which (if any) of these organisations would it be challenging to maintain effective communications with during an emergency:

Arc Infrastructure (formerly Brookfield Rail), Department of Defence, NBN Co, Telstra

QU46 _ Describe

Q47 _ Has your organisation identified any impediments to internal and/or interagency effectiveness during an emergency?

Yes

QU47 _ Comment

Resourcing.

QU47 _ A _ How are these impediments to internal and/or interagency effectiveness being managed/addressed?

MOU's with adjoining LG's.

G.6. Mass casualty management

Your organisation does not have any questions in this section.

H.1. Mass fatality management

Your organisation does not have any questions in this section.

H.2 Welfare

Q50 _ Is your organisation involved in providing welfare or community services during or after an emergency?*

Yes

***Note:** As outlined in Section 5.9.5 of the State EM Policy.

QU50 _ Comment

Q50_A_4_ Are the community services that your organisation provides:

Available	Yes
Timely	Yes
Sufficient	No

QU50_A_4_ Comment

H.3. Impact assessment

Q51_ To what extent does your organisation have **plans** in place to manage:

Directly impacted persons	Formalised plans, tested, mostly effective, mostly reliable, and largely embedded within the organisation
Family and friends of impacted persons	Formalised plans, tested, mostly effective, mostly reliable, and largely

	<p>embedded within the organisation</p>
<p>Short term mental health/wellbeing support</p>	<p>Informal and/or untested plans in place, but with a high degree of confidence they will be effective, OR, formal and/or tested plans but with further work identified as needed</p>
<p>Ongoing mental health/wellbeing support</p>	<p>Informal and/or untested plans in place, but with a high degree of confidence they will be effective, OR, formal and/or tested plans but with further work identified as needed</p>

QU51_ Comment

Q53_ Does your organisation have the ability to **contribute to** a comprehensive impact assessment?

Yes

QU53_ Comment

Q53_A_ Are the findings of a comprehensive impact assessment used to inform:

Recovery coordination	Yes
EM planning	Yes
Prevention/Mitigation priorities	Yes
Other (please describe in the comments box below)	

QU53_A_ Comment

H.4. Recovery coordination

Q54_ Is your organisation involved in recovery activities during and/or after an emergency?

Yes

QU54_ Comment

Q54_A_ Does your organisation have the **resources** to support reconstruction/restoration in these environments:

Built	Some resources (i.e. MODERATE limitations in capacity etc.)
Social	Some resources (i.e. MODERATE limitations in capacity etc.)
Economic	Some resources (i.e. MODERATE limitations in capacity etc.)
Natural	Some resources (i.e. MODERATE limitations in capacity etc.)

QU54_A_ Comment

Q54_B_ Does your organisation have the **skills** to support reconstruction/restoration in these environments:

--

Built	Substantial skills (i.e. MINOR limitations in resources, and/or capacity etc.)
Social	Substantial skills (i.e. MINOR limitations in resources, and/or capacity etc.)
Economic	Substantial skills (i.e. MINOR limitations in resources, and/or capacity etc.)
Natural	Substantial skills (i.e. MINOR limitations in resources, and/or capacity etc.)

QU54_B_ Comment

Q54_C To what extent does your organisation have sufficient **resources** to sustain a recovery response for:

3 months	Substantial resources (i.e. MINOR limitations in capacity etc.)
6 months	

	Some resources (i.e. MODERATE limitations in capacity etc.)
12 months	Limited resources (i.e. MAJOR limitations in capacity etc.)
18 months or more	Very limited resources (i.e. EXTENSIVE limitations in capacity etc.)

QU54_C_ Comment

Q54_D_ Does your organisation’s recovery plan include input from:

HMA's	Yes
Combat Agencies/Supporting Organisations	Yes
Essential Service Providers	Yes
Other Local Governments	Yes
NGOs	Yes
Business/Industry	Yes
Communities	Yes

QU54_D_ Comment

I.I. Exercises and LEMC annual reporting

Q55_ When was your **most recent** emergency that required a significant and coordinated response for each of these hazards: *(Enter numbers only and ensure there are no spaces)*

	Month (e.g. 12)	Year (e.g. 2020)	How many months was the recovery response in operation? (e.g. 9)
Air Crash			
Animal or Plant, Pests or Diseases			
Biological Substance			

Chemical Substance (HAZMAT)			
Collapse (structure or landform)			
Cyclone			
Earthquake			
Electricity Supply Disruption			
Fire	2	2007	13
Flood			
Heatwave			
Hostile Act			
Human Epidemic			
Land Search			
Liquid Fuel Supply			

Disruption			
Marine Oil Pollution			
Marine Search			
Marine Transport Emergency			
Natural Gas Supply Disruption			
Nuclear Powered Warship			
Other Substance (HAZMAT)			
Radiological Substance (HAZMAT)			
Rail Crash			
Road Crash			
Space Re-			

entry Debris			
Storm			
Terrorist Act			
Tsunami			
Other: COVID-19	3	2020	15

QU55_ Describe

QU55_1_ Please list any emergencies that required the activation of an Incident Support Group during the **2020-2021 financial year:**
COVID-19 Response.

Q56_ How many LEMCs are in your local government area?

1

QU56_A_1_ What is the name of your LEMC?
Shire of Murray & Waroona LEMC

Q56_A_2_ In the 2020-2021 financial year how many LEMC meetings were:

(Enter numbers only and ensure there are no spaces)

Held with a quorum	5
Held without a quorum	0
Planned but not yet held	0

Q56_A_3_ Please provide your LEMC schedule for the 2021-2022 financial year:

(Enter numbers only and ensure there are no spaces)

Note: If more than 6 meetings are planned, please use the text box below.

	Day (e.g. 30)	Month (e.g. 11)	Year (e.g. 2021)
Meeting 1	4	8	2021
Meeting 2	3	11	2021
Meeting 3	2	2	2022
Meeting	4	5	2022

4			
Meeting 5			
Meeting 6			

QU56_A_3_ If you are planning more than 6 meetings, please enter the additional information here:

Q56_A_4_ Is your LEMA available on your website?* (if you have multiple LEMA are all available?)

No

***Note:** As required in Section 41(4) of the Emergency Management Act 2005

QU56_A_4_ Comment

Pending. New website.

Q56_A_5_ Has a Local Recovery Coordinator been nominated?*

Yes

***Note:** As required in Section 41(4) of the Emergency Management Act 2005

QU56_A_5_ Comment/Describe

Q57_ Please provide details of the exercises that your organisation has held or is planning to hold during the **2020-2021 financial year:**

(For day, month and year - Enter numbers only and ensure there are no spaces)

	Day (e.g. 30)	Month (e.g. 11)	Year (e.g. 2020)	Hazard exercised	Exercise type (i.e. discussion, functional, field)	Exerc Nam
Exercise 1	8	4	2021	Pandemic	Functional	COVI 19 Exerc Repc
Exercise 2						
Exercise 3						
Exercise 4						

4						
Exercise 5						
Exercise 6						
Exercise 7						
Exercise 8						



Q58_ How many exercises does your organisation plan to hold during the **2021-2022 financial year**:

1

You have indicated your organisation plans to hold 1 exercise(s) during the **2021-2022 financial year**.

The following information you provide will be used to populate the exercise calendar on the SEMC website.

Q58_A_1_ Please provide details about **Exercise 1** that your organisation plans to hold during the **2021-2022 financial year**:

(For day, month and year – Enter numbers only and ensure there are no spaces)

Day (e.g. 30)	Month (e.g. 11)	Year (e.g. 2021)	Hazard exercised	Exercise type (i.e. discussion, functional, field)
2	2	2022	Road Crash	Desktop

Q58_A_2_ Which core capabilities does your organisation plan to exercise for **Exercise 1**:
Risk assessment, Risk awareness and understanding, Shared ownership, Sector information sharing, Infrastructure protection, Essential services protection, People, Command, control and coordination, Situational assessment, Evacuation, Agency interoperability, Welfare, Impact assessment, EM plans

*Note: Further information about core capabilities is provided here: <https://semc.wa.gov.au/capability-and-preparedness/capability->

[framework/Documents/2017CapabilityFramework.pdf](https://semc.wa.gov.au/capability-and-preparedness/capability-framework/Documents/2017CapabilityFramework.pdf)

If you have any further comments about your organisation's planned exercising, please include them below.

QU58_L_Comment

Road Crash desktop exercise to test ISG capability.

J.1. Legislation

Q60_ Has your organisation identified any issues or barriers within the current EM legislation?

Yes

QU60_ Describe

Contributed to review of EM legislation.

J.2. Policies

Q61_ Has your organisation identified any issues with the suite of State EM documents (policy, plans including Westplans/Hazard specific plans, procedures, guidelines and glossary)?

No

QU61_ Describe

K.1. Evaluation

QU64_ What EM activities or achievements over the last 12 months are you most proud of?

Amalgamation of Shire of Murray & Waroona LEMC.

QU65_ What initiatives/activities do you plan to do in the next 12 months to increase preparedness?

LEMC desktop exercise. Review of LEMA inclusive of evacuation and animal welfare plan currently ongoing.

QU66_ What is working well in the EM sector?

Coordination between LG's.

QU67_ If your organisation could change two things about how the EM sector currently operates, what would it change?

Nil.

QU68_ Do you have any comments about this survey?
Process could be streamlined.



END OF SURVEY REVIEW

WAIT

This is the **LAST** time you can change your answers.

Download a PDF of your answers for your records using the **Print this page** button below.

You will need to change printing settings to get a good printout - see instructions [here](#).

When you have finished reviewing your answers and making any changes, click the **SUBMIT SURVEY** button.

No changes can be made after submitting the survey.

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From: [SEMC Capability](#)
To: cesc@waroona.wa.gov.au
Subject: 2021 Annual and Preparedness Report Capability Survey
Date: Tuesday, 25 May 2021 4:23:19 PM

CAUTION: This email originated from outside of DFES. Do not click links or open attachments unless you recognise the sender and know the content is safe.

Thank you for submitting the Annual and Preparedness Report Capability Survey!

Should you have any questions or concerns, please contact the DFES State Capability Team on: semc.capability@dfes.wa.gov.au or (08) 9395 9901.

A summary of your survey responses is provided below.

We thank you for your valuable contribution. If you have any questions or require further information, please do not hesitate to contact us.

Kind regards,

DFES State Capability Team

Recipient Data:

Time Finished: 2021-05-25 14:25:50 +08

IP: [220.245.182.146](#)

ResponseID: R_2wzeZmNlwg2x6Ep

Link to View Results: [Click Here](#)

URL to View Results: <https://qplus.az1.qualtrics.com/CP/Report.php?>

[SID=SV_56ElfUE6hi2ujHw&R=R_2wzeZmNlwg2x6Ep](https://qplus.az1.qualtrics.com/CP/Report.php?SID=SV_56ElfUE6hi2ujHw&R=R_2wzeZmNlwg2x6Ep)

Response Summary:

Please select your organisation type

Local Government

Introduction Please select your EM district and Local Government Name from the list below:

Select EM District

South Metro

Select LG Name

Waroona

Introduction Please enter the details of your organisation's contact person:

Name Gavin Stevens

Position Community Emergency Services Co-ordinator

Phone 95317709

Email (survey responses will be sent to this address - ensure there are no spaces at the end of your email address) cesc@waroona.wa.gov.au

Introduction Will the person above be co-ordinating your organisation's emergency management exercises?

Yes

Q01_ To what extent does your organisation have the skills to conduct emergency management risk assessments (ISO 31000/NERAG/Western Australia Emergency Risk Management Guide compliant)?*

Some skills (i.e. MODERATE limitations in resources, and/or capacity etc.)

Q02_1_ For which hazards has your organisation conducted and documented emergency management risk assessments (ISO 31000/NERAG/Western Australia Emergency Risk Management Guide/BRMP (bushfire only) compliant)?

Fire

Q03_ To what extent are the findings of these risk assessments used (e.g. to improve your processes or implement treatments)?

Substantial use

QU03_ Please describe examples of how these findings are used.

BRMP process currently being undertaken and mapping used to inform mitigation priorities to determine risk and identify treat options

Q04_ What is the status of your risk register for your local government area?

In progress (e.g. commenced with the State Risk Project)

QU04_ Comment

Relates to BRMP and reviewing LEMA currently with a project officer jointly with Shire of Murray

Q05_1_2_ Does your organisation share information about the individual risks with these stakeholders:

State government agencies

Substantial sharing

Other Local governments

Substantial sharing

Business/Industry

Some sharing

Communities

Limited sharing

QU05_1_2_ Comment/Example

BRMP process done in partnership with DFES at a substantial level, community consultation at limited.

Q05_2_2_ Does your organisation share information about vulnerable elements* with these stakeholders:

State government agencies

Substantial sharing

Other Local governments

Some sharing

Business/Industry

Limited sharing

Communities

Limited sharing

Q05_3_2_ Does your organisation share information about treatment options with these stakeholders:

State government agencies

Substantial sharing

Other Local governments

Some sharing

Business/Industry

Limited sharing

Communities

Limited sharing

QU05_3_2_ Comment/Example

BRMP reviewed through OBRM including MAF process for funding

Q06_2_ To what extent does your organisation keep informed of best practice through review of recent hazard information (such as research, articles or reports) that may affect your area?

Some review

QU06_2_ Comment/Example

Review of local and regional PIA's Review topical reports from other jurisdictions nationally and internationally

Q07_ To what extent does your organisation monitor incidents and/or events that may be relevant to your organisation/region occurring:

Intrastate

Substantial monitoring

Interstate

Some monitoring

International

Limited monitoring

Q08_ To what extent does your organisation evaluate its performance following an incident, emergency or exercise?

Substantial evaluation

QU08_ Comment/Example

Debriefs and PIA undertaken for level 1 /2 incidents

Q09_ To what extent does your organisation assess and/or amend its plans, processes or procedures* based upon the findings of:

Recent hazard information (e.g. research, journal articles, reports)

Limited assessment/amendment

Incident

Limited assessment/amendment

Emergency response

Some assessment/amendment

Emergency recovery

Substantial assessment/amendment

Exercise

Some assessment/amendment

QU09_ Please provide an example.

Review of State Bushfire exercise by LEMC

Q09_1_ Are the following processes in place to track the outcomes of amendments made to plans, processes or procedures?

Review

Yes

Monitor effectiveness

Yes

QU09_1_ Comment/Describe

Effective LEMC and Action Register

Q10_A_ To what extent does your organisation have communications personnel available:

Some personnel (i.e. MODERATE limitations in capacity)

QU10_A_ Comment

Limitations only exist outside business hours

Q10_B_2_ How does your organisation provide emergency and/or hazard information to the public - Traditional Media

Radio

Yes

Television

No

Newspapers

Yes
SMS/Text messaging
Yes
Bulk email
Yes
Websites
Yes

Q10_B_4_ How does your organisation provide emergency and/or hazard information to the public - Social Media

Facebook
Yes
Twitter
No
Instagram
No
YouTube
No
RSS
No
Other (Please describe in comments box below)
No

Q10_B_5_ How does your organisation provide emergency and/or hazard information to the public - Local Media

Billboards
No
Roadside Indicators
No
Signage
Yes
Newsletters
Yes
Pamphlets/brochures
Yes
Public talks/meetings
Yes
Other (Please describe in comments box below)
Yes

QU10_B_5_ Other/Comment

Bushfire Ready

Q10_C_2_ Are procedures in place to ensure that the emergency and/or hazard information provided is:

Coordinated with other agencies
Yes
Timely
Yes
Reliable
Yes
Actionable
Yes

QU10_D_a_ What does your organisation do to ensure this information is reliable?

Source of truth through HMA

Employ CESC with DFES

QU10_D_b_ What does your organisation do to ensure this information is actionable?

Tasks keep LEMC members accountable

Q10_E_ Are there procedures in place to ensure that your organisation's emergency and/or hazard information is:

Clear

Yes

Consistent

Yes

Accessible

Yes

QU10_E_ Comment

Documented communication plan

QU10_E_a_ How does your organisation ensure the emergency and/or hazard information is clear?

Source of truth through HMA and documented communication plan, working with partners

QU10_E_b_ How does your organisation ensure the emergency and/or hazard information is consistent?

documented communications plan

QU10_E_c_ How does your organisation ensure the emergency and/or hazard information is accessible?

documented communications plan

Q10_F_ To what extent does your organisation's emergency and/or hazard information cater for:

Culturally and linguistically diverse groups

Most

People with a disability/ special needs

Most

People with lower skills in literacy and numeracy

Some

The elderly

Most

Tourists

Most

QU11_2_ How do you ensure that the community knows what to do during an emergency?

Follow established state protocols - emergency wa etc

Q12_ What proportion of the community do you estimate:

have emergency action plans

Unsure

monitor emergency messaging

Unsure

understand emergency messaging

Unsure

respond to emergency messaging

Unsure

Q13_ Is your organisation involved in land use planning?

Yes

Q13_A_2_ Is land use planning* used to manage and minimise the impacts from these hazards:

Bushfire

Yes

Cyclone

Hazard CANNOT impact local government area

Earthquake

No

Flood

Yes

Heatwave

No

Landform collapse (e.g. landslide)

No

Storm (including storm surge, coastal erosion)

Yes

Tsunami

Yes

QU13_A_a_ What land use planning strategies does your organisation use to manage and/or minimise the risk from bushfire?

guidelines for planning in bushfire prone areas
Local planning scheme
AS3959:2019

QU13_A_d_ What land use planning strategies does your organisation use to manage and/or minimise the risk from flood?

Local planning scheme
Flood mapping from Dept of Water
Building code has provisions

QU13_A_g_ What land use planning strategies does your organisation use to manage and/or minimise the risk from storm (including storm surge, coastal erosion)?

Currently undertaking CHARMP project to identify coastal erosion and flood related matters.
Local planning scheme

QU13_A_h_ What land use planning strategies does your organisation use to manage and/or minimise the risk from tsunami?

Local planning scheme

Q13_B_ Does your organisation ensure building protection through Building Code Standards?

Yes

QU13_B_ Comment/Example

nil at this point in time dependent on resource sharing

Q14_ Does your organisation have a role in managing the natural environment?

Yes

Q14_A_ To what extent does your organisation ensure that natural buffers* that may aid community protection are:

Identified

Some

Protected

Some

Maintained and/or enhanced

Some

Monitored

Some

QU14_A_ Describe

Through the local planning process and environmental projects that are appropriate. For example not burning on sand dunes

Q15_2_ Does your organisation identify the likely impact that hazards might have on:

Critical infrastructure

Yes

Important community assets

Yes

Q16_2_ Does your organisation have plans in place to protect:

Critical infrastructure

Some work completed but requires further work to develop, test, verify and/or embed in the organisation

Important community assets

Some work completed but requires further work to develop, test, verify and/or embed in the organisation

Residential property

Some work completed but requires further work to develop, test, verify and/or embed in the organisation

Assets supporting livelihood

Some work completed but requires further work to develop, test, verify and/or embed in the organisation

QU16_2_ Describe

In conjunction with BRMP and ongoing review of LEMA by LEMC the plans are under review and development

Q17_ Does your organisation have plans to protect the continuity of: : For your organisation

Power (e.g. contingency of power systems)

Yes

Telecommunications

Yes

Water (e.g. potable water provisions)

Yes

Sewerage (e.g. toilets/portaloos)

Yes

Road networks (e.g. alternative routes identified)

Unsure

Fuel
Yes
Food distribution
No
Shelter/accommodation
Yes
Local Government Services
Yes

Q17_ Does your organisation have plans to protect the continuity of: : For your community

Power (e.g. contingency of power systems)
N/A
Telecommunications
N/A
Water (e.g. potable water provisions)
N/A
Sewerage (e.g. toilets/portaloos)
N/A
Road networks (e.g. alternative routes identified)
Unsure
Fuel
No
Food distribution
N/A
Shelter/accommodation
Yes
Local Government Services
Yes

Q18_ Has your organisation identified potential single points of failure* in these areas:

Power
Yes
Telecommunications
Yes
Water
No
Sewerage
No
Road Networks
Yes
Critical assets
No
Key personnel/expertise
Yes
Information Technology
Yes

Q18_A_a_ What strategies does your organisation use to mitigate and/or minimise the impacts of a single point of failure for power?
back up generators

Q18_A_b_ What strategies does your organisation use to mitigate and/or minimise the impacts of a single point of failure for telecommunications?
mobile phones

Q18_A_e_ What strategies does your organisation use to mitigate and/or minimise the impacts of a single point of failure for road networks?

identify alternative routes

Q18_A_g_ What strategies does your organisation use to mitigate and/or minimise the impacts of a single point of failure for key personnel/expertise?

MOU's with adjoining LG's, Redundancy in recover roles

Q18_A_h_ What strategies does your organisation use to mitigate and/or minimise the impacts of a single point of failure for information technology?

Offsite redundancies in place

Q19_ To what extent does your organisation consider emergencies that occur in remote areas* when conducting emergency planning?

Some work completed but requires further work to develop, test, verify and/or embed in the organisation

Q20_ Does your organisation have a business continuity plan*?

Yes

Q20_A_ Does your business continuity plan consider

EM hazard specific risks

Yes

Strategies for fatigue management

Yes

Q20_B_ How effective is your organisation's business continuity plan:

Formalised plans, tested, mostly effective, mostly reliable, and largely embedded within the organisation

Q21_ Does your organisation engage with business/industry to encourage them to have business continuity plans?

Yes

Q22_ Does your organisation have strategies for the protection of cultural places (e.g. heritage sites, memorials, churches, sporting facilities, etc.)?

Some work completed but requires further work to develop, test, verify and/or embed in the organisation

Q23_ Does your organisation have strategies for the timely re-establishment of community activities (e.g. cultural and community events, schools) following an emergency?

Untested strategies in place, but with a high degree of confidence they will be effective,
OR, tested strategies but with further work identified as needed

QU23_ Comment/Describe

Recovery arrangements

Q24_5_ To what extent are the emergency management personnel in your organisation trained:

Response personnel

Substantial training (i.e. MINOR limitations in resources, skills, and/or capacity etc.)

Recovery personnel

Substantial training (i.e. MINOR limitations in resources, skills, and/or capacity etc.)

Prevention/Mitigation personnel

Substantial training (i.e. MINOR limitations in resources, skills, and/or capacity etc.)

Q24_6_ To what extent are the emergency management personnel in your organisation capable:

Response personnel

Substantial capability (i.e. MINOR limitations in resources, skills, and/or capacity etc.)

Recovery personnel

Substantial capability (i.e. MINOR limitations in resources, skills, and/or capacity etc.)

Prevention/Mitigation personnel

Substantial capability (i.e. MINOR limitations in resources, skills, and/or capacity etc.)

Q24_7_ To what extent are the emergency management personnel in your organisation supported (e.g. commitment at the executive level):

Response personnel

Substantial support (i.e. MINOR limitations in resources, skills, and/or capacity etc.)

Recovery personnel

Substantial support (i.e. MINOR limitations in resources, skills, and/or capacity etc.)

Prevention/Mitigation personnel

Substantial support (i.e. MINOR limitations in resources, skills, and/or capacity etc.)

Q24_8_ To what extent does your organisation have sufficient numbers of emergency management personnel:

Response personnel

Limited personnel (i.e. MAJOR limitations in capacity)

Recovery personnel

Some personnel (i.e. MODERATE limitations in capacity)

Prevention/Mitigation personnel

Limited personnel (i.e. MAJOR limitations in capacity)

Q26_ Does your organisation have a memorandum of understanding (MOU) with other local governments that can be called upon to assist during large-scale emergencies?

Yes

Q27_ Does your organisation use or manage volunteers that assist before, during or after an emergency?

Yes

Q27_A_ How many EM volunteers does your organisation manage (approximately)?

110

QU27_A_ Please describe the type of volunteer activities. (e.g. Bush Fire Brigades (BFB), State Emergency Services (SES), Volunteer Marine Rescue (VMR), Welfare etc)

Bushfire Brigade (BFB) x 3 and Volunteer Fire emergency Services (VFES) x 1

Q27_B_ Does your organisation have a clear strategy/policy for volunteers which addresses:

Recruitment

No

Retention

No

Training

Yes

Motivation

No
Barriers
No
Resources
Yes

Q28_ Does your organisation have a clear strategy/policy during an emergency to manage:

Spontaneous volunteers
Yes
Donated goods
Yes

Q29_ Does your organisation have the ability to track expenditure for particular emergencies (e.g. individual cost codes)?*

Yes

Q30_ Is funding for proactive measures and mitigation:

Available
Yes
Sufficient
No
Accessible
Yes

QU30_ Comment/Barriers

Accessible but reliant on grant applications. Council funding only however MAF process underway

Q31_ Is funding for response activities for an emergency that requires a significant and coordinated response:

Available
Yes
Sufficient
Yes
Accessible
Yes

QU31_ Comment/Barriers

LGGS operating grant

Q32_ Is funding for recovery activities for an emergency that requires a significant and coordinated response:

Available
Yes
Sufficient
Yes
Accessible
Yes

Q33_ What level of awareness does your organisation have of disaster assistance funding available under the Disaster Recovery Funding Arrangements WA (DRFAWA)/ Western Australian Natural Disaster Relief and Recovery Arrangements (WANDRRA)?

Substantial awareness

Q34_2_ Can your organisation manage multiple concurrent emergencies (moderate consequences or higher) with existing infrastructure*?

No

QU34_2_ What are the limiting factors for infrastructure?

Dependent on size and scale of incident. Large incidents may require activation of MOU's with adjoining local governments

Q35_2_ Can your organisation manage multiple concurrent emergencies (moderate consequences or higher) with existing equipment?

No

QU35_2_ What are the limiting factors for equipment?

Local capacity is limited with a significant incident - 3 appliances only

Q36_ Does your organisation have plans for equipment in place to address:

Mobilisation

Formalised plans, tested, mostly effective, mostly reliable, and largely embedded within the organisation

Pre-Deployment

Formalised plans, tested, mostly effective, mostly reliable, and largely embedded within the organisation

Peak surges

Formalised plans, tested, mostly effective, mostly reliable, and largely embedded within the organisation

Redundancies for outages

Formalised plans, tested, mostly effective, mostly reliable, and largely embedded within the organisation

QU36_ Comment

high season applicances

Q37_ Does your organisation have protocols and structures established for emergencies that:

Define the interrelationships between stakeholders

Yes

Facilitate effective command, control and co-ordination (C3)

Yes

Are understood

Yes

Have been tested

Yes

QU37_ Comment

State planning policies and procedures

Q38_ Does your organisation develop situational awareness/assessments during emergencies?

Yes

QU38_ Describe

Employing CESC and contact with Chiefs

Q38_A_ Does this situational awareness/assessment determine the:

Nature and potential extent of hazard

Yes

Vulnerable elements*

Yes

Resources that are required

Yes

Q38_B_ To what extent is your organisation's situational awareness/assessment effective?

Substantial

QU38_C_ Do you have any suggestions that may improve situational awareness/assessments?

continued engagement of all stakeholders in LEMC

Q39_ Is your organisation involved in evacuations?*

Yes

Q39_A_ Does your organisation have the ability to coordinate/support:

Directed evacuations (compulsory)

Yes

Recommended evacuations (voluntary)

Yes

Evacuations of animals

Yes

Q39_B_ Does your organisation have plans* to coordinate/support:

Directed evacuations (compulsory)

Yes

Recommended evacuations (voluntary)

Yes

Evacuations of animals

No

Q39_C_ Does your organisation have sufficient resources to coordinate/support:

Directed evacuations (compulsory)

No

Recommended evacuations (voluntary)

Yes

Evacuations of animals

No

Q40_ Has your organisation included pre-emergency evacuation planning in your local emergency management arrangements (LEMA)?

Informal and/or untested plans in place, but with a high degree of confidence they will be effective, OR, formal and/or tested plans but with further work identified as needed

Q41_ Have suitable evacuation/welfare centres been identified?

Yes

Q41_A_ Do these evacuation/welfare centres have redundancies to maintain the provision of essential services such as:

Food

No

Potable water

Yes

Shelter

Yes

Power

Yes

Q41_B_ How many evacuation/welfare centres can be simultaneously managed using existing resources?(Enter numbers only and ensure there are no spaces)

1

QU41_B_ Comment

Capacity for 1 only

Q42_ Does your organisation have measures to verify identity and control access of people seeking entry to Restricted Access Areas or Exclusion Zones*?

Yes

QU42_ Comment

RAP system

Q43_ Does your organisation have the ability to protect against unwanted activity* within impacted areas?

No

QU43_ Comment

WAPOL matter

Q44_ During an emergency, to what extent are the coordination structures (including

Incident Support Group (ISG), Operational Area Support Group (OASG), State Emergency Coordination Group (SECG), Local Recovery Coordination Group (LRCG), State Recovery Coordination Group (SRCG):
Effective

Substantial

Interoperable with other agencies

Substantial

Functional

Substantial

Manageable/serviceable

Limited

Consider recovery implications

Substantial

Q45_ During an emergency, to what extent are the communication systems (radios, phones, Incident Management System etc.) of your organisation:
Effective

Substantial

Interoperable with other agencies

Substantial

Q46_ With which (if any) of these organisations would it be challenging to maintain effective communications with during an emergency:

Department of Defence

Arc Infrastructure (formerly Brookfield Rail)

Energy Policy WA (formerly Public Utilities Office)

Insurance Council of Australia

NBN Co

Telstra

Q47_ Has your organisation identified any impediments to internal and/or interagency effectiveness during an emergency?

Yes

QU47_ Comment
resourcing

QU47_A_ How are these impediments to internal and/or interagency effectiveness being managed/addressed?
individual agencies and mou's with adjoining LG's

Q50_ Is your organisation involved in providing welfare or community services during or after an emergency?
Yes

Q50_A_4_ Are the community services that your organisation provides:
Available
Yes
Timely
Yes
Sufficient
No

QU50_A_4_ Comment
We could always use more resourcing and support

Q51_ To what extent does your organisation have plans in place to manage:
Directly impacted persons

Formalised plans, tested, mostly effective, mostly reliable, and largely embedded within the organisation

Family and friends of impacted persons

Formalised plans, tested, mostly effective, mostly reliable, and largely embedded within the organisation

Short term mental health/wellbeing support

Informal and/or untested plans in place, but with a high degree of confidence they will be effective, OR, formal and/or tested plans but with further work identified as needed

Ongoing mental health/wellbeing support

Informal and/or untested plans in place, but with a high degree of confidence they will be effective, OR, formal and/or tested plans but with further work identified as needed

Q53_ Does your organisation have the ability to contribute to a comprehensive impact assessment?
Yes

Q53_A_ Are the findings of a comprehensive impact assessment used to inform:

Recovery coordination

Yes

EM planning

Yes

Prevention/Mitigation priorities

Yes

Q54_ Is your organisation involved in recovery activities during and/or after an emergency?

Yes

Q54_A_ Does your organisation have the resources to support reconstruction/restoration in these environments:

Built

Some resources
(i.e. MODERATE limitations in capacity etc.)

Social

Some resources
(i.e. MODERATE limitations in capacity etc.)

Economic

Some resources
(i.e. MODERATE limitations in capacity etc.)

Natural

Some resources
(i.e. MODERATE limitations in capacity etc.)

Q54_B_ Does your organisation have the skills to support reconstruction/restoration in these environments:

Built

Substantial skills (i.e. MINOR limitations in resources, and/or capacity etc.)

Social

Substantial skills (i.e. MINOR limitations in resources, and/or capacity etc.)

Economic

Substantial skills (i.e. MINOR limitations in resources, and/or capacity etc.)

Natural

Substantial skills (i.e. MINOR limitations in resources, and/or capacity etc.)

Q54_C To what extent does your organisation have sufficient resources to sustain a recovery response for:

3 months

Substantial resources
(i.e. MINOR limitations in capacity etc.)

6 months

Some resources
(i.e. MODERATE limitations in capacity etc.)

12 months

Limited resources
(i.e. MAJOR limitations in capacity etc.)

18 months or more

Very limited resources
(i.e. EXTENSIVE limitations in capacity etc.)

Q54_D_ Does your organisation's recovery plan include input from:

HMA's

Yes

Combat Agencies/Supporting Organisations

Yes

Essential Service Providers

Yes

Other Local Governments

Yes

NGOs

Yes

Business/Industry

Yes

Communities

Yes

Q55_ When was your most recent emergency that required a significant and coordinated response for each of these hazards: (Enter numbers only and ensure there are no spaces)

Fire

Month (e.g. 12) 1

Year (e.g. 2020) 2016

How many months was the recovery response in operation? (e.g. 9) 18

Other (please describe)

Month (e.g. 12) 3

Year (e.g. 2020) 2020

How many months was the recovery response in operation? (e.g. 9) 15

QU55_Describe

New to role in the shire history unknown

QU55_1_Please list any emergencies that required the activation of an Incident Support Group during the 2020-2021 financial year:

COVID 19 response

Q56_ How many LEMCs are in your local government area?

1

QU56_A_1_ What is the name of your LEMC?

Shire of Murray Waroona LEMC

Q56_A_2_ In the 2020-2021 financial year how many LEMC meetings were: (Enter numbers only and ensure there are no spaces)

Held with a quorum

5

Held without a quorum

0

Planned but not yet held

0

Q56_A_3_ Please provide your LEMC schedule for the 2021-2022 financial year:(Enter numbers only and ensure there are no spaces)Note: If more than 6 meetings are planned, please use the text box below.

Meeting 1

Day (e.g. 30) 4

Month (e.g. 11) 8

Year (e.g. 2021) 2021

Meeting 2

Day (e.g. 30) 3

Month (e.g. 11) 11

Year (e.g. 2021) 2021

Meeting 3

Day (e.g. 30) 3

Month (e.g. 11) 2

Year (e.g. 2021) 2022

Meeting 4

Day (e.g. 30) 4

Month (e.g. 11) 5

Year (e.g. 2021) 2022

Q56_A_4_ Is your LEMA available on your website?*(if you have multiple LEMA are all available?)

No

QU56_A_4_ Comment

Pending as under development of new website

Q56_A_5_ Has a Local Recovery Coordinator been nominated?*

Yes

Q57_ Please provide details of the exercises that your organisation has held or is planning to hold during the 2020-2021 financial year: (For day, month and year - Enter numbers only and ensure there are no spaces)

Exercise 1

Day

(e.g. 30) 8

Month

(e.g. 11) 4

Year

(e.g. 2020) 2021

Hazard

exercised Pandemic

Exercise type

(i.e. discussion,
functional, field) functional

Exercise Name COVID Review

Q58_ How many exercises does your organisation plan to hold during the 2021-2022 financial year:

1

Q58_A_1_ Please provide details about Exercise 1 that your organisation plans to hold during the 2021-2022 financial year: (For day, month and year - Enter numbers only and ensure there are no spaces)

1

Day

(e.g. 30) 2

Month

(e.g. 11) 2

Year

(e.g. 2021) 2022

Hazard

exercised Road Crash

Exercise type

(i.e. discussion,
functional, field) Desktop

Q58_A_2_ Which core capabilities* does your organisation plan to exercise for Exercise 1:

Risk assessment

Risk awareness and understanding

Shared ownership

Sector information sharing

People

Command, control and coordination

Situational assessment

Evacuation

Agency interoperability EM plans

QU58_L_ Comment

Road crash exercise to test ISG capabilities - desktop

Q60_ Has your organisation identified any issues or barriers within the current EM legislation?

Yes

QU60_ Describe

LEMC contributed to review

Q61_ Has your organisation identified any issues with the suite of State EM documents (policy, plans including Westplans/Hazard specific plans, procedures, guidelines and glossary)?

No

QU61_ Describe

No still learning new documents

QU64_ What EM activities or achievements over the last 12 months are you most proud of?

Amalgamation of the Murray and Waroona LEMC into one group

QU65_ What initiatives/activities do you plan to do in the next 12 months to increase preparedness?

Desktop Exercise. Project Officer to develop LEMA inclusive of both shires and welfare, evacuation and animal welfare plans

QU66_ What is working well in the EM sector?

Co-ordination between LG's

QU67_ If your organisation could change two things about how the EM sector currently operates, what would it change?

nil

QU68_ Do you have any comments about this survey?

Process could be streamlined and consideration to joint work between shires.

Embedded Data

Q_URL https://qplus.az1.qualtrics.com/jfe/form/SV_56ElfUE6hi2ujHw?Q_DL=KwQ5xScZCdaHq40_56ElfUE6hi2ujHw_MLRP_43gO2q8tQguf8sS&Q_CHL=gl

RecipientEmail deanu@murray.wa.gov.au

RecipientFirstName Dean

RecipientLastName Unsworth

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CEC Murray Waroona – LEMC Report

4th August 2021

Recent activities/ updates:

- Bushfire Advisory Council Meetings for both shires have been held with a few changes for 2021 22 period;
 - Shire of Murray
 - Chief Bushfire Control Officer – Robert “Bluey” Wilson
 - Deputy Chief Bushfire Control Officer – CESC
 - Fire Weather Officer – Jim Camplin
 - Training Officer – Jim Camplin
 - Shire of Waroona
 - Chief Bushfire Control Officer - Brian Beales
 - Deputy Chief Bushfire Control Officer – Greg Lewis
 - Fire Weather Officer – John Twaddle
 - Training Officer – Steve Thomas

Note: These roles won't officially commence until gazetted and commissioned end of August early September

- I would like to acknowledge Ben Armstrong the outgoing Deputy Chief for his many years of service to the Shire of Murray and wish him well as he relocates further south. I would also like to honour John Twaddle who has served in the Waroona Chief role for many years. John has been and always will be involved in Fire and Emergency Services in Waroona however this year in some different roles. We look forward to still seeing John at meetings and incidents, his knowledge and skills will still be invaluable. We thank John for his many years of service in the Chief role and appreciate the support and guidance he will offer the incoming leaders through his work as Fire Weather Officer and Freeman of the Shire.
- We are currently in Restricted Burning (Permit required) will recommence in the next 2 months;
 - Shire of Murray – 1 October to 30 November each year (inclusive)
 - Shire of Waroona – 1 October to 30 November each year (inclusive)
- Preseason briefing forums for Brigades are in planning;
 - Murray – 9th October at Bushfire Centre of Excellence
 - Waroona – 23rd October location TBA
- Emergency Water Supplies through the state government grant for Preston Beach and Dwellingup are complete.
- Shire of Murray Captains and FCO's launched the first of our round table “Ops Command” meetings which is a round table leadership meeting to discuss and prepare operational issues held quarterly. Waroona will launch theirs in Sept.
- SES Crews have been busy with RFA's and deployments which their leadership will discuss. I would like to advise that they will be having the Pinjarra Volunteer Fire and Rescue (VFRS) share their location at 6 Phillips St Pinjarra in September for about 6 months as the VFRS undergo upgrades.
- Training is well under way for the year. In the next 2 months we will be running; Sector Commander, The New Bushfire Modules, Machine Supervision and Structural Firefighting locally. I am also assisting in the delivery of Incident Controller level 1 at Binningup with the possibility (due to demand) of running one in our shires end of Oct/ early Nov.
- Acquittal the Local Government Grant Scheme for both shires has been submitted. We are awaiting the outcome of capital works submissions which this year involves a shed upgrade at Preston beach.
- Enhanced Covid cleaning processes still in place. The Shire have a good supply of masks for the brigades and supplies were distributed. We continue to monitor the health advice and respond to directions.

Thank you,

Gavin Stevens



DISTRICT EMERGENCY MANAGEMENT ADVISOR REPORT AUGUST 2021

STATE NEWS

New National Recovery and Resilience Agency

A National Recovery and Resilience Agency will commence on 1 July 2021. The agency will help local communities respond to large-scale disasters and provide support during the relief and recovery phases following major disasters. It will also undertake new initiatives to manage the impact of future events and the changing climate.

Led by, the National Recovery and Resilience Agency will be led by Coordinator-General Shane Stone and bring together the former National Drought and North Queensland Flood Response and Recovery Agency and the National Bushfire Recovery Agency, including the \$2 billion National Bushfire Recovery Fund

The Agency will have its 'boots on the ground' through a national network of Recovery Support Officers who live and work in communities across Australia. These Officers are my eyes and ears and will make sure people get the information they need and direct them to the help and support that's right for their situation. We will also continue to provide advice back to the highest levels of Government about what is working and what needs to be improved, aiming to streamline and simplify the recovery process.

The Agency will work in close partnership with local councils, health services, charities, our federal and state government partner agencies and peak industry bodies.

The partnership will have an important role in driving efforts to minimise the impact of future disasters.

NATIONAL DISASTER RISK REDUCTION (NDRR) FUND – Grant Round

The National Disaster Risk Reduction Competitive Grant program is open, and applications are encouraged.

The National Disaster Risk Reduction fund replaces the National Disaster Resilience Program and will deliver \$12.528 Million of funding over five (5) years. Further information is available on the SEMC website Grant Page.

The Grant Program is a key component of the WA Implementation Plan to address the National Disaster Risk Reduction Framework priorities, five-year outcomes and 2030 goals.

To be eligible for NDRR funding, projects must address at least one Commonwealth NDRRF priority, demonstrate one or more of the 11 action areas within the WA Implementation Plan and address at least one natural hazard.

For further information and to apply please visit the SEMC webpage <https://semc.wa.gov.au/funding/ndrr/Pages/default.aspx>

This round closes at midday Friday 6 August 2021.

CORONAVIRUS (COVID-19)

The Department of Health is continuing to work under a State Emergency Declaration to manage COVID-19.

New Bill to extend timeframe for COVID-19 response measures

- Omnibus Bill to be introduced into Parliament to help keep WA safe and strong
- Bill will seek a further six-month extension for COVID-19 legislative amendments
- It will allow the McGowan Government to effectively respond and deal with unprecedented challenges of the pandemic, which poses an ongoing threat to the community

An omnibus Bill will be introduced into State Parliament to extend the timeframe for the COVID-19 legislative amendments and help keep Western Australians safe.

The Bill amends the Emergency Management Amendment (COVID-19 Response) Act 2020 and the Criminal Code Amendment (COVID-19 Response) Act 2020, which have been vital to the State's successful management of the virus.

The amendments will continue to give authorised officers the power to direct a person to take any action reasonably necessary to prevent, control or abate risks associated with COVID-19.

The new Bill will seek to extend those necessary provisions for another six months from July 4, 2021 to January 4, 2022.

SEMC UPDATE

The State Emergency Management Committee (SEMC) met on 07 May 2021. The meeting was attended by the Hon. Reece Whitby MLA, Minister for Emergency Services.

Relevant Discussion Items and Outcomes

- The SEMC discussed the current emergency events: The concurrent and enduring nature of COVID-19, Wooroloo Bushfire and Tropical Cyclone (TC) Seroja. has significantly impacted key personnel who have been working long hours for more than a year. The SEMC noted the work and support provided by the State Solicitors Office.

- The SEMC discussed alternative models for lessons management and assurance and the future of the Lessons Management Reference Group. The SEMC Business Unit will submit an options paper to SEMC at the August 2021 meeting.
- The State Emergency Coordination Group reported a need for better data regarding the conditions and structural standards of potential evacuation centres. The SEMC requested the Response Capability subcommittee to initiate a project to update the evacuation centre register with a focus on wind rating and structural adequacy of buildings. To be completed as a priority project.
- The draft State Hazard Plan – Severe Weather was adopted as an interim plan. A review of the plan will be undertaken informed by the lessons identified from TC Seroja.
- The SEMC resolved to review and complete the draft SEMC Strategic Plan for consideration by the Minister.

STATE CONSULTATION REQUESTS

The following Emergency Management documents are scheduled for consultation during the coming months:

June/July

- District Emergency Management Committee Members Handbook
- State Hazard Plan – Tsunami
- State Hazard Plan – Earthquake
- State Hazard Plan – Collapse
- State Hazard Plan – Maritime Environmental Emergencies
- State Emergency Management Plan: roles and responsibilities; and
- State Emergency Management Response Procedure 20: Australian Government Physical Assistance/Defence Assistance to Civil Communities.

State Emergency Management Consultation requests found here:
<https://dfes.mysocialpinpoint.com.au/>

THREE STATE RECOVERY CONTROLLERS

The State Government of Western Australia are managing 3 major incidents requiring separate State Recovery Controllers to be appointed by Premier:

- **COVID-19**
Public Sector Commissioner **Sharyn O'Neill**
- **Wooroloo Bushfire**
Chair of the State Emergency Management Committee
Dr Ron Edwards
- **Ex-Tropical Cyclone Seroja**
DFES Director Risk, Capability & Analysis
Melissa Pexton

ANIMAL WELFARE IN EMERGENCIES GRANTS – ROUND TWO APPLICATIONS

WALGA and the Department of Primary Industries and Regional Development have announced Round Two of the Animal Welfare in Emergencies Grant Program.

The Grant Program aims to build community resilience to the impact of emergencies on animal welfare through the funding of capacity building activities.

The Animal Welfare in Emergencies Grants for Local Governments in Round Two offers the opportunity to apply for two types of funding:

- Up to \$10,000 funding to build the capacity of Local Governments, and their communities, to prepare for, and respond to, emergency situations that impact animal welfare.
- Training grants to attend a training course at the Muresk Institute, developed to enhance the safety and welfare of Local Government Officers directly involved with animal management during emergencies.

These two grants are running concurrently; however, they are individual grants and therefore must be applied for separately.

The project grant closes at 5:00pm, **Friday, 13 August** and the training grant closes at 5:00pm, **Friday, 23 July**.

For more information or to apply, visit the WALGA website.

DISTRICT NEWS

2021 METROPOLITAN DISTRICT EMERGENCY MANAGEMENT COMMITTEES (DEMC) COMBINED TRIALS

- The trial combined meetings for the Central and North (North) DEMC was held on Tuesday 20 April 2021.
- The trial combined meeting for the East and South (South) DEMC was held on Tuesday 18 May 2021.

Both DEMC meetings included “Exercise Navitas”. The trial meetings will be evaluated via “survey monkey” and members of the committee and SEMC will receive a report on the outcomes.

In late June the metropolitan District Emergency Management Advisors met with WA Police Force Acting Assistant Commissioner Metropolitan Greg Knott, the Chairs of the trial North and South meetings, Commander Mike Bell and Commander Noreen O’Rourke to consider the options for the next round of meetings.

The evaluation of the trial meetings didn’t provide a clear direction going forward and it was agreed a further trial is required before any decisions can be made on the future of the metropolitan DEMC formats. There will be 2 DEMC meetings held on a day with a joint pre-season forum in between meetings each day. The WA Police Force are committed to the additional trials and will be chairing both DEMC meetings on relevant days.

The following dates have been confirmed:

- **Tuesday 12 October 2021- *North Meeting***
Central & North DEMCs
- **Tuesday 26 October 2021- *South Meeting***
East & South DEMCs

Two separate DEMC meetings (Central and North and East and South) will be hosted on the one day. One in the morning, the other in the afternoon with both committees attending a pre-season forum in-between each meeting.

Calendar invites will be sent to DEMC members over the coming weeks.

SOUTH DISTRICT EMERGENCY RISK MANAGEMENT WORKSHOPS

The first of planned workshops for 2021 “Storm & Flood” will commence on Wednesday 25 August 2021. Invitations have been sent and attendees will shortly be sent the scenarios and preparation work required prior to the workshop. Rockingham Local Government will be hosting the workshop.

The second planned workshop for 2021 “Rail Crash” is scheduled for Wednesday 29 September 2021 to be hosted by Serpentine/Jarrahdale Local Government further details will follow.

LOCAL NEWS

INCIDENT SUPPORT GROUP - DEVELOPMENT OPPORTUNITY

DFES facilitate a District Officer Development Program (DODP) which provides District Officers with the key functions and day to day business on the role of a District Officer.

One of their roles is as an Incident Controller. To further develop their skills, the officers are required to Chair a simulated Incident Support Group (ISG) meeting/exercise.

The ISG consists of representatives (Liaison Officers) from organisations involved in the incident and relevant service providers. The function of the ISG is to assist the Incident Controller through the provision of information, expert advice, support and resources relevant to their organisation.

There is an opportunity for a representative from your local government (Local Recovery Coordinator, LEMC Executive Officer, Councillor) to attend one of the below sessions to gain exposure and an insight into the workings of an ISG. Several emergency services agencies will also be attending for personal development.

	13 August	16 August	17 August	18 August	19 August	20 August
8:45 - 11.45 am	Mt Barker Bushfire	Earthquake	Donny Brook Bushfire	Bentley Structure fire	Green Head Bushfire	Storm
12.30 - 4.00pm		Storm				Earthquake
Local Government Representative						

	10 Sept	13 Sept	14 Sept	15 Sept	16 Sept	17 Sept
8:45 - 11.45 am	Mt Barker Bushfire	Donny Brook Bushfire	Bentley Structure fire	Green Head Bushfire	Storm	Balladong Bushfire
12.30 - 4.00pm					Kings Park BF	
Local Government Representative						

We encourage you to consider this opportunity to observe and participate in this important group training to prepare your personnel to know what is required by local government in the response stage of an incident.

Session times are from 0800 to 1145 Hours and 1230 to 1600 Hours with all sessions to be held at City of Gosnells Emergency Operations Centre, 16 Horley Road Beckenham. Lunch will be provided.

2021 EMERGENCY MANAGEMENT CONFERENCE: PREPARING FOR A NEW ERA OF DISASTERS

The Shire of Dardanup is hosting the conference with funding assistance from the State Emergency Management Committee's AWARE Grants Program. The theme of the conference is Building Capacity to Adapt in an Era of Unprecedented Disasters and will explore topics on Climate Change.

Local Governments who are able to share their knowledge, including lessons learnt, promoting innovative projects, and best practices, are encouraged to submit abstracts for the 2021 WA Emergency Management Conference.

Abstract submissions for the conference are open to all, including career staff, volunteers, researchers and academics, industry, community and all levels of government, and the conference will be delivered in-person and online.

For more information or to submit an abstract visit:

<https://www.dardanup.wa.gov.au/community/emergency-management/wa-emergency-management-conference-2021/>

RESOURCE SUPPORT FOR LOCAL GOVERNMENTS IMPACTED BY TROPICAL CYCLONE SEROJA

WALGA is seeking expressions of interest from Local Government staff who can assist local governments impacted by Tropical Cyclone Seroja.

A wide variety of skill sets will be required, including community development, events, rates and finance skills, emergency management, administrative support, environmental health, building surveying and others.

For further information, please email WALGA's Emergency Management team: em@walga.asn.au.

COVID HOTLINE

The 13 COVID hotline has been adapted to enable members of the public to book their COVID vaccinations. Covid-19 Communications has updated the Roll up for WA [homepage](#) and the [How to prepare for your COVID-19 vaccine](#) and [How and where to get your COVID-19 vaccination](#) articles with strengthened messaging.

WOOROLOO BUSHFIRE 1 FEBRUARY 2021

A total of 10,900 hectares were burnt and 86 properties were lost during the Wooroloo Bushfire on 1 February 2021.

The Metropolitan District Emergency Management Advisors (DEMAs) have been heavily involved with the Wooroloo Bushfire. Attending Incident Support Group meetings and liaising with the local governments during response. The DEMAs are currently supporting the City of Swan and Shire of Mundaring at local, sub and joint Local Recovery Committee meetings and advising on recovery strategies.

A State Recovery Coordination Group has been established to coordinate State Government efforts to assist residents impacted by the Wooroloo Bushfire. The State Recovery Controller, Dr Ron Edwards, is leading DFES State Recovery, to support the State government, local government and not-for-profits to work together during the recovery process.

The Commonwealth has provided \$18.1 million funding through the State Disaster Recovery Funding Arrangements assistance package.

The joint funding will cover:

- the delivery of a state-led coordinated residential clean-up program
- roll-out of a community and outreach program
- dedicated recreational asset restoration program

DFES State Recovery has established a Wooroloo Recovery Operational Team to assist City of Swan and Shire of Mundaring in delivering recovery initiatives to get the community back on its feet as soon as possible.

The Shire of Mundaring and City of Swan (Wooroloo Incident) and the thirteen local governments impacted by Cyclone Seroja are finding it difficult to source trades to support the rebuild of their communities.

The recent incidents have raised the use of MOU's and that many local governments' services are not easily interchangeable due to the incompatible IT operating systems etc. Practical ranger services work well. It is recommended local governments review their MOUs in relation to administration support services.

The State Government agreed to fund and manage the recovery clean-up (demolition) for the City of Swan and Shire of Mundaring. A decision on who will manage the clean-up of Cyclone Seroja has not yet been finalised.

LORD MAYOR'S DISTRESS RELIEF FUND

One hundred days since the Wooroloo bushfires first started, \$4.7m has been paid from the Lord Mayor's Distress Relief Fund to fire-affected residents and property owners.

200 applicants across City of Swan and Shire of Mundaring have accessed the fund which closed in March and sits at \$16.4 million.

2021 SEMC MEETING SCHEDULE

- 13 August 2021
- 1 October 2021
- 3 December 2021

Complied by:
District Emergency Management Advisor
Metropolitan Operations
Department of Fire and Emergency Services

**Department of Fire and Emergency Services Report for the
Shire of Murray and Waroona Local Emergency Management
Committee**

Wednesday 4th August 2021

STATE PRE-FORMED TEAM EXERCISE

The State PFT Exercise will be held at the Koolinup Incident Control Centre (Collie) during the week 23-26 August 2021. It will be exercising a bushfire scenario in preparedness of the upcoming bushfire season.

SEVERE WEATHER EXERCISE

South West Region participate in a Severe weather exercise in Margaret River on the 28 July 2021. This exercise was held by the Lower South West Region together with DFES staff, local volunteers and other agencies.

CLIMATE OUTLOOK

The BOM have released their latest climate outlook which is available at -

<http://www.bom.gov.au/climate/outlooks/#/overview/video>

- August to October rainfall is likely to be above median for most of Australia, however, parts of western WA are likely to see below median rainfall.
- Maximum temperatures for August to October are likely to be above median for the western coast of WA.
- Above median minimum temperatures for August to October are very likely for all of Australia except in the south-west.
- A negative Indian Ocean Dipole has established, and large parts of the eastern Indian Ocean are warmer than average. This can favour above average winter–spring rainfall for parts of Australia. The El Niño–Southern Oscillation is neutral, with three of seven models suggesting La Niña thresholds may be reached during spring. La Niña increases the chances of above average spring rainfall for much of eastern and northern Australia.

Perth experienced in wettest July for several decades with 271mm of rain received. Catchments are saturated and any rain that falls will flow into watercourses, increasing the risk of localised flooding. Minor flooding was experienced in several rivers in the South-west over the past week.

Severe storms through July have resulted in local SES units being called out to protect properties with storm damage and prevent flooding to houses. The provision of sandbags and sand for the Yunderup community to collect and utilise pre-emptively appeared to be successful.

DFES SOUTHWEST LEADERS FORUM

The DFES Southwest Leaders forum 2021 is proposed to be held on 30th October at Koolinup ICC, Collie. Aim is to prepare for the upcoming bushfire season and targeting our current and emerging leaders in the BGUs.

WAFES CONFERENCE 2021

The WAFES Conference 2021 will be held in Perth on Friday 10th and Saturday 11th 2021.

John Carter
District Officer Emergency Management (South West)
9780 1907 / 0428 100 452

Local Emergency Management Committee

Bushfire Risk Planning Coordinator Report

August 2021

Emergency Management Achievements

- Nil

Bushfire Risk Management Plan Status

Murray

- Draft v1.2 in progress. Updating plan for currency and aligning with the new OBRM template.

Waroona

- The final BRM Plan was approved by OBRM in May 2021 and endorsed by Council in July 2021.

Asset Identification and Risk Assessments

Murray

- Approximately 85% of the Shire has been mapped and risk assessed.
- Remaining areas to be mapped are Barragup and Furnissdale.

Waroona

- All Assets have been mapped and locked in BRMS.

Mitigation Activity Fund (MAF)

Murray

- Murray not yet eligible for funding until all assets mapped and BRM Plan approved by OBRM.

Waroona

- A successful application of \$62,500 was received for 7 treatments to be completed by November 2021.

Next round of funding will be announced in September 2021.

Progress of Treatment Strategies

- Future and recommended treatment strategies are being entered and mapped into the BRMS system.
- Site visits at various locations across the two Shires are being conducted to determine appropriate treatment strategies for future mitigation works.
- Contractors being arranged to commence MAF works for Waroona.

Stakeholders

- Liaising with Shire's Operations Staff, CBFCO & FCO's and land managers to determine future treatments on Shire owned and managed Reserves.

DFES Southwest Region / Bushfire Risk Management Officer

- UCL / UMR within Shire of Waroona discussed with DFES officer. (ongoing)

Administration

- Milestone reporting