



# **Agenda**

**Local Emergency Management  
Committee Meeting**

**Wednesday 5 November 2025 at  
10:00am**



### **Notice of Meeting**

Notice is hereby given that the Local Emergency Management Committee Meeting will be held at the Lesser Hall, 1915 Pinjarra Road, Pinjarra on Wednesday, 5 November 2025 commencing at 10:00 AM.

A handwritten signature in black ink, appearing to read "Dean Unsworth".

Dean Unsworth  
**Chief Executive Officer**

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- 1        DECLARATION OF OPENING/ANNOUNCEMENT OF VISITORS**
- 2        ATTENDANCES/APOLOGIES/LEAVE OF ABSENCE**
- 3        CONFIRMATION OF MINUTES OF MEETING**
- 3.1      Local Emergency Management Committee Meeting – 6 August 2025**

**Recommendation**

**That the Minutes of the Local Emergency Management Committee Meeting held on Wednesday 6 August 2025 be noted.**

- 4        BUSINESS ARISING FROM THE PREVIOUS MEETING**

Nil.

## **5 BUSINESS ARISING**

### **5.1 Review of Meeting Action Register**

File Ref: D25/39114

Author and Title: Chantelle Goff, Emergency Management and Administration Officer

Appendices: Item 5.1 - Appendix 1 - LEMC Meeting Action Register

#### **In Brief**

The current Meeting Action Register is attached in **Appendix 1**.

**5.2 Local Emergency Management Committee (Standing Meeting Items)**

File Ref: D25/39143

Author and Title: Chantelle Goff, Emergency Management and Administration Officer

Appendices: Item 5.1.6 - Appendix 1 - State Emergency Management Committee (SEMC) Strategic Plan for 2026/2029  
Item 5.1.8 - Appendix 2 - LEMC Membership Contact List - Confidential

**In Brief**

In accordance with SEMC Procedure 3.7, the following details are provided for information.

**5.1.1 Post Incident Reports**

Nil.

**5.1.2 Post Exercise Reports**

Nil.

**5.1.3 Exercise**

Future exercises to be determined and included as part of LEMC Business Plan.

**5.1.4 Review Local Emergency Management Arrangements**

Refer to Manager Ranger and Community Safety report in Item 6.1 – Appendix 2.

**5.1.5 Risk Management Update**

Refer to Manager Ranger and Community Safety report in Item 6.1 – Appendix 2.

**5.1.6 Review LEMC Business Plan**

The SEMC Strategic Plan 2026-29 is attached in **Appendix 1**. DFES District Emergency Management Advisor – Cate Willey has advised that the SEMC Business Unit will work with the LEMC in the coming months to implement the Plan through the development of relevant work plans.

**5.1.7 Review Funding Opportunities**

Refer to Manager Ranger and Community Safety report in Item 6.1 – Appendix 2.

**5.1.8 LEMC Membership Contact List**

The updated LEMC membership list is attached in **Appendix 2** (confidential).

### **5.3 Alcoa Global Industry Standards for Tailings Management (GISTM) and Emergency Preparedness Response Plan (EPRP)**

File Ref: D25/41284  
Author and Title: Chantelle Goff, Emergency Management and Administration Officer  
Appendices: Nil.

#### **In Brief**

Alcoa will be providing a presentation at the meeting regarding Global Industry Standard for Tailings Management (GISTM) and their Emergency Preparedness Response Plan (EPRP). Alcoa will be sharing insights and work completed so far and will be seeking feedback, questions, concerns or items for consideration with their GISTM commitments.

The GISTM standard is a global framework to which Alcoa, as a global organisation, has committed to reaching conformance for all their tailing's facilities across the world.

There are nine Residue Storage Areas (RSA's) at Pinjarra Refinery which form part of the process of GISTM. The standard is voluntary and is an additional layer of risk management. To meet the voluntary standard Alcoa were required to do hypothetical modelling and simulations of their global portfolio of tailings facilities to determine what the potential worse-case scenario might be in the event of a tailing's facility failure.

From this work a GISTM consequence classification was applied to each tailing's facility. These categories have informed the engineering safeguards implemented into the design and operation of the facilities.

Alcoa have been in consultation with DFES and will coordinate an initial external drill involving emergency response agencies to test and refine the Emergency Preparedness Response Plan (EPRP) to ensure it is practical, effective, and inclusive.

#### **5.4 DFES Pre-Bushfire Season Synopsis**

File Ref: D25/41292  
Author and Title: Chantelle Goff, Emergency Management and Administration Officer  
Appendices: Nil.

##### **In Brief**

DFES will be providing a Pre-Bushfire Season Synopsis presentation at the meeting.



## 6 REPORTS – EXTERNAL AGENCIES

### 6.1 Agency and Member Reports

File Ref:	D25/39148
Author and Title:	Chantelle Goff, Emergency Management and Administration Officer
Appendices:	Item 6.1 - Appendix 1 - Shire of Murray Emergency Management and Administration Officer - LEMC Report Item 6.1 - Appendix 2 - Shire of Murray Manager Ranger and Community Safety - LEMC Report Item 6.1 - Appendix 3 - Shire of Murray Chief Bush Fire Control Officer - LEMC Report Item 6.1 - Appendix 4 - Main Roads WA - LEMC Report Item 6.1 - Appendix 5 - Alcoa Emergency Services Supervisor - LEMC Report Item 6.1 - Appendix 6 - DFES District Officer Emergency Management - LEMC Report Item 6.1 - Appendix 7 - Australian Red Cross - LEMC Report Item 6.1 - Appendix 8 - DFES District Emergency Management Advisor - LEMC Report

#### In Brief

Report from Shire of Murray Emergency Management and Administration Officer – Chantelle Goff is available for information at **Appendix 1**.

Report from the Shire of Murray Manager Ranger and Community Safety – John Kowal is available for information at **Appendix 2**.

Report from the Shire of Murray Chief Bush Fire Control Officer – Nicole Stevens is available for information at **Appendix 3**.

Report from Main Roads WA – Bruce Hancock is available for information at **Appendix 4**.

Report from Alcoa Emergency Services Supervisor - Mark Rodgers is available for information at **Appendix 5**.

Report from DFES District Officer Emergency Management - Brian Penman is available for information at **Appendix 6**.

Report from Australian Red Cross - Karen Famlonga is available for information at **Appendix 7**.

Report from DFES District Emergency Management Advisor - Cate Willey is available for information at **Appendix 8**.

**7        MOTIONS WITHOUT NOTICE FOR DISCUSSION AT THE NEXT MEETING**

**8        NEXT MEETING**

The next Local Emergency Management Committee meeting will be held on Wednesday 4 February 2026 commencing at 10:00am. Location is TBC.

**9        CLOSURE OF MEETING**