



Minutes

Local Emergency Management Committee Meeting

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

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**MINUTES OF SHIRE OF MURRAY
LOCAL EMERGENCY MANAGEMENT COMMITTEE MEETING
HELD AT THE LESSER HALL, 1915 PINJARRA ROAD, PINJARRA
ON WEDNESDAY, 5 NOVEMBER 2025 AT 10:00 AM**

1 DECLARATION OF OPENING/ANNOUNCEMENT OF VISITORS

The Presiding Member Cr S Kirkham declared the meeting open the time being 10:03am.

2 ATTENDANCES/APOLOGIES/LEAVE OF ABSENCE

PRESENT

SoM LEMC Chairperson - Cr Stuart Kirkham, SoM LEMC Executive Officer/Emergency Management and Administration Officer - Chantelle Goff, SoM LRC/Manager Ranger and Community Safety - John Kowal, Coordinator Ranger and Community Safety - Nicole Stevens (CRCS/CBFCO), SoM Manager MALC - Ben Jordan, Alcoa Emergency Services Supervisor - Mark Rodgers, Department of Communities Regional Coordinator - Kirrily Clarke, Murray SES Unit Manager - Paul Dwyer and Department of Health - Karl Gill.

IN ATTENDANCE

SoM Deputy LRC/Director Corporate Services – Tracie Unsworth, Executive Support Corporate Services - Rikki Gardiner, Main Roads Incident Manager - Aaron Milne (Proxy), Western Power Field Supervisor - Craig Simmons, Red Cross - Karen Famlonga, Department of Communities Regional Officer - Rich Denny, Alcoa OC Manager - Ian Brown, Alcoa Acting Community Relations and Communications Lead - Sarah Parsons, Alcoa Refinery Manager - Jodie Giraudo, Alcoa Environmental Manager - Ben Miles and Peel Environmental Protection Alliance Chairman - Rusty Geller.

APOLOGIES

SoM CEO – Dean Unsworth, SoM Manager Environmental Health - Phil Stevens, DCBFCO – Jarron Van Elst, DCBFCO – Justyn Bennett, DFES DEMA – Cate Willey, Pinjarra Senior High School Principal - Janice Stone, Main Roads Maintenance Planning Manager - Bruce Hancock, DFES District Officer EM - Brian Penman, DFES Acting District Officer Rural - Ricky Southgate and Community Rep – Christine Thompson.

LEAVE OF ABSENCE

Nil.

There was one (1) member of staff in attendance at this time.

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 Officer / Ranger Administration
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

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 **Item 5.1.6 - 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 **Item 5.1.8 - 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: **Item 5.3 - Appendix 1 - Alcoa Global Industry Standards for Tailings Management (GISTM) and Emergency Preparedness Response Plan (EPRP) Presentation**

In Brief

Alcoa provided a presentation at the meeting regarding Global Industry Standard for Tailings Management (GISTM) and their Emergency Preparedness Response Plan (EPRP). Alcoa wanted to share insights and work completed so far and were 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.

A copy of the presentation is available in **Item 5.3 - Appendix 1**. The Shire will liaise with Alcoa to organise an exercise to test the GISTM which will involve the LEMC membership. It was also raised that Shire of Boddington recently conducted a similar exercise with Newmont Boddington. LEMC Executive Officer - Chantelle Goff will reach out to Shire of Boddington to gain insights, feedback and lessons learnt from the exercise.

Alcoa representatives Ian Brown, Sarah Parsons, Jodie Giraudo and Ben Miles left the meeting at 10:31am.

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 Acting District Officer Rural - Ricky Southgate was unable to attend the meeting. A copy of the DFES Pre-Bushfire Season Synopsis will be emailed to the LEMC membership.

6 REPORTS – EXTERNAL AGENCIES

6.1 Agency and Member Reports

File Ref:	D25/39148
Author and Title:	Chantelle Goff, Emergency Management Officer / Ranger Administration
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 Item 6.1 – Appendix 9 - Department of Communities Emergency Relief and Support - 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**.

Report from Department of Communities Emergency Relief and Support – Kirrily Clarke and Rich Denny is available for information at **Appendix 9**.

Department of Health Manager Emergency Preparedness Disaster Response – Karl Gill advised that he is retiring and that it would be his last LEMC meeting. Karl has been a LEMC member on and off since 2005. During that time he has been an active member and has shared his knowledge and input on emergency management matters.

The Shire of Murray LEMC wish Karl all the best for his retirement, express our sincere appreciation and thank him for his dedication to emergency management.

7 MOTIONS WITHOUT NOTICE FOR DISCUSSION AT THE NEXT MEETING

Nil.

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

There being no further business the Presiding Member declared the meeting closed the time being 10:40am.



CHAIRPERSON