



Appendices

Local Emergency Management Committee Meeting

Wednesday 5 August 2026 at 10:00am

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**Local Emergency Management Committee
Meeting Action Register**

Meeting Date Raised	Item N ^o	Agenda Item N ^o	Subject	Action	Responsible Officer	Completion Date / Status
27 November 2013	09/13	7.1 Appendix 4	AWARE ERM Report <i>Risk Reference 35 – Flood/Flash flooding</i> Develop a Local Flood Management Plan	03/11/2021 – SES to follow up. 12/03/2025 – Murray River flood exercise currently being developed by DO Emergency Management – Brian Penman. The exercise is scheduled for Thursday 8 May 2025. LEMC membership will be invited to attend. 08/05/2025 - Murray River flood exercise conducted however a Local Flood Management Plan is still to be developed.	D/O Natural Hazards DFES Unit Manager Murray SES	Deferred
17 February 2021	01/21	6.6	Evacuation Workshop to be organised with Bedingfeld Aged Care Facility	01/11/2023 – J Kowal to follow up previous information about the Evacuation Workshop with Bedingfeld Aged Care Facility. 02/04/2025 – Discussed at LEMC meeting. If the building was to be impacted, they can't shelter in place. DoC would assist with temporary accommodation in the case of an emergency. It was raised that this is a risk and needs to be followed up with the Bedingfeld Aged Care CEO – Leanne Hay and Shire. B Finlay advised that DFES would be happy to be involved and assist as well. 28/07/2025 – Letter sent to Bedingfeld Aged Care Facility requesting meeting to discuss emergency evacuation planning. 06/08/2025 - Bedingfeld Aged Care Facility CEO – Zoe Bouwmeester has advised that the emergency plan is currently under review and being revised by FVS who manage the internal fire alarm system. She mentioned that once it has been completed, she will arrange a meeting with the Shire.	Bedingfeld Aged Care Facility and LEMC membership	In Progress
1 November 2023	01/23	4.1	Murray Airfield Plane Crash exercise.	01/11/2023 – J Kowal to arrange a meeting with the LEMC Chairpersons, DFES and Police to discuss and develop LEMC exercise that may include a Murray Airfield Plane Crash scenario. 06/08/2025 – J Kowal has been liaising with B Penman regarding this and will provide an update at the next meeting. 21/10/2025 - Future exercises and dates to be determined and included as part of LEMC Business Plan.	Shire of Murray	In Progress



LEMC Membership Contact Register

(As at 29 July 2026)

NOTE: The contents of this LEMC contact register are considered as strictly private & confidential and the contents are not to be provided to any member of the public unless prior approval is provided by the Shire of Murray CEO.

Voting Members			
Organisation	Name	Address	Contact Details
Shire of Murray	Cr. Stuart Kirkham (Councillor / LEMC Chairperson)		
	Chantelle Goff (LEMC Executive Officer / Senior Administration Officer Rangers and Emergency Management)		
	John Kowal (Local Recovery Coordinator / Emergency Management Resilience Coordinator)		
	Robert "Bluey" Wilson (Chief Bush Fire Control Officer)		
	Ben Jordan (Manager Murray Aquatic & Leisure Centre)		
WAPOL (Pinjarra)	Snr Sgt. Clyde Pearson (LEC / LEMC Deputy Chairperson / Pinjarra – OIC)		
WAPOL (Dwellingup)	Sgt. Dan Forman (Dwellingup Police Station)		
Alcoa Australia (1 x Representative per meeting)	Mark Rodgers (Emergency Services Supervisor - Pinjarra Refinery)		
	Jake Webb (Emergency Management Principal)		
Bedingfeld Park Inc	Zoe Bouwmeester (Chief Executive Officer)		
Department of Communities - Child Protection and Family Support	Kirrily Clarke (Acting Regional Manager)		
Department of Fire and Emergency Services (DFES) (1 x Representative per meeting)	Brian Penman (District Officer – Emergency Management)		
	Ricky Southgate (Acting District Officer Rural)		
Murray SES	Paul Dwyer (Unit Manager)		
Pinjarra Volunteer Fire & Rescue Service	Ken Jones (Brigade Captain)		
St John Ambulance (1 x Representative per meeting)	Christine Hunter (Station Manager – Pinjarra Sub Centre)		
	Carla Robson		
	Aaron Dean		
Pinjarra Senior High School	Janice Stone (Principal)		

Ex-Officio Members			
Organisation	Name	Address	Contact Details
Shire of Murray	Dean Unsworth (Chief Executive Officer)		
Shire of Murray	Tracie Unsworth (Director Corporate Services/Deputy Local Recovery Coordinator)		
Shire of Murray	Phil Steven (Manager Environmental Health)		
Shire of Murray (1 x Representative per meeting)	Justyn Bennett (Deputy Chief Bush Fire Control Officer)		
	Brendan Webster (Deputy Chief Bush Fire Control Officer)		
	Jarron Van Elst (Deputy Chief Bush Fire Control Officer)		
DFES (Emergency Management)	Cate Willey (District Emergency Management Advisor – Metropolitan Operations)		
Department of Health Peel Health Campus	Elle Reed (A/Disaster Preparedness Lead)		
DBCA - Parks and Wildlife Service	Dylan Isles (Senior Ranger – Lane Poole Reserve)		
Department of Primary Industries and Regional Development	TBC		
Harvey Water	Cameron Norris (WHS Advisor)		
Main Roads WA	Bruce Hancock (Maintenance Planning Manager)		
Water Corporation	Teagan Allen (Snr Tech Adv - Water Operations (TaRR))		
Western Power	Tim Cooper (Team Leader - Pinjarra)		
Red Cross	Vacant		
Guests			
Organisation	Name	Address	Contact Details
Community Representative - Shire of Murray	Christine Thompson JP (Representative)		



Local Emergency Management Committee Member Report

Agency	Shire of Murray
Position	Senior Administration Officer Rangers and Emergency Management
Report Author [Name]	Chantelle Goff
Report Date	28 July 2026

1.1 Priorities / Risks / Critical Issues

H5 Bird Flu - Department of Primary Industries and Regional Development (DPIRD) Key Messages

- DPIRD is leading the State response working with the departments of Biodiversity, Conservation and Attractions and Health, and the WA Local Government Association.
- Anyone who sees sick or dead birds or marine mammals should **AVOID** and not handle the animals but **RECORD** and take photos or a video and **REPORT** to the Emergency Animal Disease Hotline on **1800 675 888**.
- More information about H5 bird flu is available at birdflu.gov.au
- General enquiries about H5 bird flu can be emailed to H5birdflu@dpiird.wa.gov.au

1.2 Training / Meetings

WALGA LG Emergency Management Forum

Donna Walker and I attended the WALGA LG Emergency Management Forum held on Tuesday 26 May 2026 in Murdoch.

A copy of the 2025 Local Government Emergency Management Survey Snapshot is online at [WALGA Local Government Emergency Management Survey | WALGA](#)

The survey is a biennial initiative designed to capture the experiences, capabilities, challenges, and priorities of Western Australian Local Governments in managing emergencies.

The survey results are used to:

- Guide WALGA's submissions to the State Budget.
- Advocate for reforms in emergency services legislation (e.g., the Consolidated Emergency Services Act).
- Support WALGA's State Election campaign focused on emergency management improvements.

South Metro LG Emergency Management Group

Donna Walker, John Kowal and I attended the South Metro LG Emergency Management Group meeting held on 24 June 2026 at City of Melville.



Government of Western Australia
Department of Communities

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Emergency Relief and Support

LEMC REPORT FOR DISTRIBUTION

1st Quarter 2026-2027

Regional Emergency Relief and Support contact

Activation of Emergency Relief and Support (ERS) services is via Communities
Emergency Operations Coordinator (EOC)

M: 0418 943 835 and Email: emergencyservices@communities.wa.gov.au

Regional Officer	Kelly Trinne: 0432 831 689
Regional Coordinator South Metro	Teigan Reilly: 0476 111 050
Regional Coordinator North Metro	Ryan Hamblion: 0427 429 042
Regional Manager	Kirrily Clarke: 0467 615 083

Region specific update

Emergency Relief and Support: Activation, Response and Evacuation Centre Operations - 2026 training is being rolled out across the south metro region.

This practical based training builds knowledge of key processes, common challenges, and the adaptations required for different cohorts and scenarios. Multiple scenarios and exercises targeting local government preparedness are included.

All local government have received request for staffing to attend this training.
Four sessions will be hosted across City of Belmont and City of Rockingham.

City of Belmont	Belmont Civic Centre	Friday 21 August 2026
		Thursday 27 August 2026
City of Rockingham	Gary Holland Centre	Tuesday 8 September 2026
		Friday 18 September 2026

Additional training for the Shire of Pinjarra, Shire of Waroona, Shire of Boddington and the City of Mandurah are in planning.

Emergency Relief and Support update

Assessment of Evacuation Centres and local hazard risks

Communities is seeking to confirm Local Government facilities included in the State register as part of an annual preparedness activity. Communities encourage local governments and LEMCs to review the community facilities identified as evacuation centres against local hazard risks.

Why it Matters

Ensuring evacuation centres are properly assessed, approved, and aligned with local risk profiles strengthens community safety and readiness during emergencies. Accurate information in the State register reduces confusion during response, supports timely evacuation, and ensures only

fit-for-purpose facilities are activated. This improves coordination with Hazard Management and Controlling agencies and helps ensure affected communities can be safely accommodated.

Key Dates

Local Emergency Management Committees meetings from July will be provided with a list of evacuation centres from the State register, for review and confirmation for inclusion for the 2026-27 year.

Please contact the Regional Coordinator if a building identified as an Evacuation centre undergoes renovations, building works, cannot be accessed or is closed.

Emergency Relief and Support Training

As we move into the preparedness and capability development season, Communities will be rolling out updated training across local government, partner organisations, and to our internal staffing group. This 2.5-hour session (which can be adapted to suit local needs) is designed to support local government staff who may be asked to support Communities to open an evacuation centre prior to Communities' arrival.

Exercising

Local governments are encouraged to include ERS early in all hazard emergency exercise planning to strengthen coordination across response and recovery.

At-Risk groups in emergencies

During the 2025-26 high threat season, a number of events highlighted the importance of planning for people at risk / vulnerable groups in our communities during emergencies.

Communities has portfolio responsibility across a range of at risk and vulnerable cohort groups, including people with a disability, those experiencing homelessness and family and domestic violence. ERS is collaborating to strengthen service linkages and engagement opportunities ahead of the 26-27 high threat season. A key message for Service providers is to have a clear business continuity plan outlining safe alternative arrangements in the event of an emergency. ERS is available to support and facilitate connections for local governments or agencies if planning activities for vulnerable or at-risk groups in emergencies are being undertaken.

AusAlert

AusAlert will enable Australian emergency services to issue national or local alerts about impending or existing disasters, including natural hazards such as bushfires, floods, cyclones and tsunamis, as well as other emergencies, including public health, security and biosecurity incidents. The system includes two alert types:

1. Priority alerts, which users can manually silence; and
2. Critical alerts, which override silent and 'do-not-disturb' settings and cannot be disabled through standard device settings.

A national test of a [Critical AusAlert](#) will be held on 27 July 2026, in WA this will be at 12:00 pm.

No decision has been made regarding when AusAlert will be introduced in Western Australia. It is important to note that Emergency WA remains the official and authoritative source of emergency information in Western Australia. The Emergency Alert telephone warning system will continue to be used during the coming summer.

Response ERS activations

Between 1 July 2025 and 8 June 2026, Communities responded to 41 emergency events, opening 48 centres to support shelter and information to impacted people.

The State Support Plan – Emergency Relief and Support was activated on 26 March, as a result of Severe Tropical Cyclone Narelle with 5 evacuation centres opened and more than 180 people supported. Exmouth experienced widespread damage to homes and critical infrastructure,

prolonged power and water disruptions, telecommunications outages and flooding, while Carnarvon experienced major flooding affecting homes and plantations.

Communities have continued coordinating welfare in the State Social Recovery Domain, in partnership with relevant government and non-government organisations. Key community needs identified include housing damage, increased costs and limited availability of essentials, requests for financial and wellbeing support, limited face-to-face services, and heightened environmental health concerns.

Other updates

Monitoring H5 Avian Influenza

DPIRD is leading the State response to recently detected H5 avian influenza with enhanced surveillance and monitoring activities are underway in partnership with relevant agencies.

ERS is not an active participant in the operational response and is maintaining situational awareness through established emergency management arrangements.

Should the situation escalate and require broader whole-of-government coordination or support to impacted communities, ERS will work within existing emergency management frameworks to support recovery activities.



Shire of Murray

Local Emergency Management Committee Member Report

Agency	Alcoa Pinjarra refinery
Position	Emergency response supervisor
Report Author [Name]	Mark Rodgers
Report Date	24/7/26

Please do not change the format of this report. Delete the headings that may not be applicable to your report.

1.1 Emergency Management Achievements

- 62 Fire Crew trained to mines rescue Cert 3 level October 2026 (24/7 cover)

1.2 Priorities / Risks / Critical Issues

Impoundment /Refinery lead team desktop emergency scenario – booked for 31/8/26

1.3 Exercises

- Emergency response exercise with reclaimer construction team (Civmec) – vertical rescue /medical team deployed – (mock # ankle/chest pain)

1.4 Training

**On going mines rescue training (Thursdays)
Alcoa WAO standardising training -Jan 2027 >**

1.5 Operations

N/A

1.6 Reviews

N/A

1.7 Other Information/Comments

N/A

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Main Roads Local Emergency Management Committee Report

1. General

Main Roads South West Region is committed to supporting the relevant agencies involved in Emergencies and Incidents.

It has recently reviewed and restructured its resources to be more responsive to the increasing number of Emergencies and Incidents.

We endeavour to have a representative in attendance at the Oct-Dec and Apr-June LEMC meetings. We will also have a representative at the DEMC meetings and a minimum of 2 at any Exercise.

This ensures our sustainability, rapport and knowledge is spread through the team and does not become person dependent.

We have a Customer Information Centre which is resourced 24 hours a day. They can be contacted on 138 138 for all Emergencies and Incidents.

This team will immediately notify the region of any Emergency/Incident by contacting our 24hr on Call Duty Manager.

The Duty Manager will dispatch resources as required/requested to the Emergency/Incident.

Should the situation warrant, the Duty Manager will activate the On Call Incident Manager.

The Incident Manager may then take charge as the point of contact with IC for the Incident and will activate other resources as required.

2. Resources

2.1 Incident Managers

Main Roads South West Region have 6 Incident Managers (IM) that it can call upon to respond to, manage and support the IC.

Large complex Incidents involving a number of roads may require 2 x IM's to manage the Incident.

2.2 On Scene Liaison Officers

Main Roads South West Region has 12 On Scene Liaison Officers (OSLO) to call upon. The OSLO's are generally dispatched to an Incident to make first point of contact with the IC, assess the situation and report back to the MRWA Duty Manager or IM.

The OSLO's can also assist initially by implementing a VCP as required.

They will also support our Vehicle Control Point (VCP) personnel when they are established for the duration of the Emergency/Incident.

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2.3 Rapid Response Crews

Main Roads South West Region has 3 Rapid Response Crews (RRC) to call upon. The RRC's are a 2 person crew. They are designed to respond to Emergencies and Incidents and set up the initial VCP control with limited signage.

They will also support our Vehicle Control Point personnel as required.

2.4 Traffic Management Crews

These are contract resources, Main Roads South West Region generally has 3 of these crews engaged on a daily basis. Further to these crews Main Roads is able to call on additional crews from its Contract Traffic Control providers.

There are 3 companies Main Roads generally uses but can also call on resources outside our Region depending on the scale and location of the Incident.

These crews form the backbone of our VCP resources. Initially Main Roads will operate crews on 12 hour shifts and if the Incident is likely to extend beyond 3 days will reduce the shifts to 8hrs to manage fatigue.

Each VCP would require 4 resources for a 12 hour shift and 6 resources for an 8 Hr shift.

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INCIDENT MANAGEMENT		REGIONAL MANAGEMENT	INCIDENT MANAGER	OPERATIONS OFFICER	PLANNING/LOGISTICS OFFICER	LIAISON OFFICER	ROAD INSPECTION		ONSCENE LIAISON OFFICER	COMMUNICATION OFFICER	LOG KEEPER
	Quick Glance Positions (may change month to month)										
Title											
A/DSWO	BRUCE WALKER	1									
A/MAMO	JAICE BENZIE	2									
MPM	BRUCE HANCOCK		1	1		1					
MM	ANTHONY WILLETTS		2	2	4	2					
DMM	CHRIS HATHAWAY		3	3	5	3					
RRRCS	KERRIE MCNEVIN		4	4		6					
RPIO	JADE SAUNDERS		5	5		7					
A/MM	BILL LISHMAN		6			8					
VMM	STEVE SHARP					4	1				
VMM	BLAIR BLOOMFIELD					5	2				
MM	AARON MILNE		4			4					
AMO	MICHAEL JORDAN		9	9		9					
RRRCS	KERRIE MCNEVIN				1						
WS	JORDAN PILLAR				2						
MC	JOHN TRELA				3						
RMWM(S)	RON AITKEN								1		
RMWM(N)	BEN PAYNE								1		
NI(S)	BILL LISHMAN								2		
WS	STEWART BRAND								3		
NI	PAUL HILLIS								4		
NI	CRAIG CURTIS								5		
NI	MICK AITKEN								6		
NI	KEITH DAVIS								7		
NI	JAYCON MARINELLI								8		
AMO	SCOTT FRATER								9		
RR	DAKOTA RASSIP								10		
RR	JOSH BOYLAND								11		
MRWA	CIC OFFICER									1	4
MA	TRACEY TAME									2	1
AMO	KAREN HOGAN									3	2
CSM	PETA NOLAN									4	3

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EMERGENCY MANAGEMENT		REGIONAL MANAGEMENT	Emergency MANAGER	OPERATIONS OFFICER	PLANNING/LOGISTICS OFFICER	LIAISON OFFICER	ROAD INSPECTION		ONSCENE LIAISON OFFICER	COMMUNICATION OFFICER	LOG KEEPER
Title	Quick Glance Positions (may change month to month)										
A/DSWO	BRUCE WALKER	1									
A/MAMO	JAICE BENZIE	2									
MM	ANTHONY WILLETTS		1	1							
RRRCS	KERRIE MCNEVIN		2	2	1	1					
WS	JORDAN PILLAR		3	3	2	2					
RMWM(S)	RON AITKEN		4			3		1			
RMWM(N)	BEN PAYNE		5			4		1			
MC	JOHN TRELA				3						
VCO	STEVE SHARP						1				
VRO	BLAIR BLOOMFIELD						2				
NI(S)	BILL LISHMAN							2			
WS	STEWART BRAND							3			
NI	PAUL HILLIS							4			
NI	CRAIG CURTIS							5			
NI	MICK AITKEN							6			
NI	KEITH DAVIS							7			
NI	JAYCON MARINELLI							8			
AMO	SCOTT FRATER							9			
RR	DAKOTA RASSIP							10			
RR	JOSH BOYLAND							11			
MRWA	CIC OFFICER								1	4	
MA	TRACEY TAME								2	1	
AMO	KAREN HOGAN								3	2	
CSM	PETA NOLAN								4	3	

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Traffic Management at Incidents

Once an Incident has been declared an Incident Controller is appointed.

The agency managing the Incident will be determined by the nature and severity of the Incident.

In the case of a bushfire the responsibility may fall to the Local Government in which case generally the Local Governments Chief Fire Officer may be the Incident Controller (IC).

The IC in accordance with the State Emergency Management Plan has significant powers to deal with the Incident in a timely manner and to minimise the loss of life or loss /damage of property.

One of these powers is to take control of other agencies assets, in this case road infrastructure.

It is often necessary to close roads to prevent people from entering the Incident Site and establish Vehicle Control Points (VCP's).

This is usually delegated to WA Police in the first instance as they can deploy resources quickly to the site. Also the extent of the VCP's in relation to the Incident may rapidly evolve and they may need to be expanded/relocated to meet the demands of the Incident.

Other resources can also undertake the function of establishing VCP's at the direction of the IC. These are Local Government, Main Roads, DFES, DBCA etc.

Depending on availability of resources initially the IC may direct these resources to provide VCP's on assets that they do not normally control.

That is Local Government resources may establish a VCP on a Main Road and visa-versa Main Roads may establish a VCP on a Local Government Rd.

Main Roads has recently reverted to inhouse Day Labour Resources.

When Main Roads are requested to attend an incident they may choose, depending on availability, to send their own staff or they may send a sub-contract Traffic Management resources.

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It is important for agencies who are managing Incidents to make early direct contact with Main Roads to identify any potential or actual impact on our assets so we can best manage our response and support of the IC.

There have been a couple of recent events where an Incident affected a Main Roads asset however a request for our assistance was made very late in the day by the IC.

Due to the timing of these Incidents it meant resources were not readily available and there was a delay in responding to the Incident. This put additional strain on the people dealing with the Incident and WA Police Force (WAPOL) who were providing the VCP's.

Also when the active phase of the Incident concluded, and it moved to recovery the IC was not aware of the process for handing back the Asset to the Asset Owner.

In particular the IC must ensure the Asset is safe prior to hand back to the Asset Owner. The Asset Owner then makes their own determination if any other remedial work is required prior to the Asset Owner reopening the road.

There were also a couple of other incidents where the IC endeavoured to open a road. This is in contravention of the State Emergency Management Plan which clearly states it is the responsibility of the Asset Owner as to when and how the asset will be put back into service.

Early contact with Main Roads when Main Roads assets are or are likely to be affected will ensure a smoother management of the assets, VCP's, handback and opening of the road.

Main Roads can also assist by identifying alternate routes or detours if required for the management of traffic to avoid the incident as well as identifying timber structures such as bridges and culverts on both Main Roads and Local Government Roads.