



Appendices

**Local Emergency
Management Committee**

**Fourth Quarter
Wednesday 3 May 2023**



Minutes

Local Emergency Management Committee

**Third Quarter
Wednesday 1 February 2023**

Local Emergency Management Committee - 1 February 2023

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Notice of Meeting

Minutes of the Local Emergency Management Committee meeting held at the Lesser Hall at 1915 Pinjarra Road, Pinjarra (Between the Civic Centre and the Library) on Wednesday 1 February 2023. 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
C Goff (Proxy)	Acting LEMC EO/Emergency Management Officer, Shire of Murray
N Stevens	CESC, Shire of Murray
D Unsworth (Proxy)	CEO, Shire of Murray
R Wilson	CBFCO, Shire of Murray
B Jordan	Manager MALC, Shire of Murray
M Goodlet	CEO / LRC, Shire of Waroona
R Bloxside (Proxy)	Senior Infrastructure & Development Officer, Shire of Waroona
P Thurkle	CESO, Shire of Waroona
S Thomas	CBFCO, Shire of Waroona
S Macdonald	Manager WCRC, Shire of Waroona
M Howes	LEMC Deputy Chairperson OIC, WAPOL Pinjarra
J Carter	District Officer - Emergency Management, DFES
C Thompson	Community Representative, Shire of Murray

Ex-Officio

K Gill	Manager Emergency Preparedness Disaster Response, DoH
C Norris	WHS Advisor, Harvey Water
S Collins	Operations Manager, Water Corporation

Guest

S Ramsay	Recovery Support Officer South West, NEMA
E Hutchins	DEMA South West, DFES
M Morris	Manager, Belswan Lifestyle Village

2. ABSENT

Members

M Walmsley (Apology)	LEMC Chairperson / Shire President, Shire of Waroona
L McGuirk (Apology)	Local Recovery Coordinator, Shire of Murray
B Brown (Apology)	EA to Director Place and Community Development, Shire of Murray
K Oborn (Apology)	Deputy LRC, Shire of Waroona
K Tarver (Apology)	OIC, WAPOL Waroona
J Humphreys (Apology)	Health and Safety Manager, Alcoa
L Hay (Apology)	CEO, Bedingfeld Park Inc Aged Care Facility
M Papalia (Apology)	Acting District Officer Wellington, DFES
K Jones (Apology)	Brigade Captain, Pinjarra VFRS
C Hunter (Apology)	Station Manager, St John Ambulance Pinjarra
J Worthington	OIC, WAPOL Dwellingup
W Goodhill	Emergency Response Supervisor, Alcoa
T Sillitto	Senior District Emergency Services Officer, DoC
N Elrick	District Officer – Natural Hazards, DFES
P Dwyer	Unit Manager, Murray SES
D Wilson	Representative, St John Ambulance Waroona
C Louis	Principal, Pinjarra Primary School
S James	Representative, Quambie Park
N Dew	Community Representative, Shire of Waroona

Ex-Officio

Q La Rosa (Apology)	DEMA - Metro, DFES
J Gilliland (Apology)	Principal Response Advisor - Incident and EM, DPIRD
T Simpson	Local Welfare Coordinator, DoC
K Laurendi	Senior Ranger Lane Poole Reserve, DBCA
D Cormack	Maintenance Supervisor, Fulton Hogan
J Rawlins	Field Operations Team Leader, Western Power

3. CONFIRMATION OF MINUTES OF MEETING

- 3.1 Confirmation of Minutes of Local Emergency Management Committee Meeting - **Appendix 1** - 2 November 2022

Committee Recommendation**LEMC23/001****Moved: B Jordan**

That the minutes of the Shire of Murray & Waroona Local Emergency Management Committee Meeting held on 2 November 2022 be confirmed as a true and correct record.

CARRIED UNANIMOUSLY 14:0

The Shire of Murray Council received and noted the minutes of the Shire of Murray & Waroona Local Emergency Management Committee meeting held on 1 February 2023 at the 23 February 2023 Ordinary Council Meeting as per resolution OCM23/007. LEMC Recommendation LEMC23/002 and LEMC23/003 was also adopted.

The Shire of Waroona Council received and noted the minutes of the Shire of Murray & Waroona Local Emergency Management Committee meeting held on 1 February 2023 at the 28 February 2023 Ordinary Council Meeting as per resolution OCM23/02/004.

- 3.2 Review of Meeting Action Register - **Appendix 2**

The current Shire of Murray & Waroona LEMC meeting action register is attached in **Appendix 2**. No changes were made.

4. BUSINESS ARISING

- 4.1 Endorsement of the Shire of Murray and Shire of Waroona Communication Plan (CP) - **Appendix 3** - C Goff

File Ref:	7206-05 and 8/9341-02
Previous Items:	Nil
Applicant:	Nil
Author and Title:	Chantelle Goff, Emergency Management Officer/Ranger Administration
Declaration of Interests:	Nil
Voting Requirements:	Simple Majority

Committee Recommendation**LEMC23/002****Moved: M Howes****That Council**

- 1. adopts the Shire of Murray and Shire of Waroona Communication Plan (CP), as detailed in Appendix 3;**

2. submits copies of the endorsed Communications Plan, to the State Emergency Management Committee (SEMC) and District Emergency Management Committee (DEMC) – South Metropolitan; and,
3. notes that the Communication Plan is a live document that is subject to regular review and amendment to ensure currency.

CARRIED UNANIMOUSLY 14:0

Please Note: Committee Recommendation LEMC23/002 is only a recommendation to, and not a decision of Council. The Shire of Murray Council will consider this recommendation at the 23 February 2023 Ordinary Council Meeting and the Shire of Waroona Council will consider this recommendation at the 28 February 2023 Ordinary Council Meeting.

In Brief

To endorse the Shire of Murray and Shire of Waroona Communications Plan ('CP'), which forms part of the Shire of Murray and Shire of Waroona Local Emergency Management Arrangement ('LEMA') suite of documents.

Background

The State Emergency Management Committee ('SEMC') provides the AWARE grant funding program, to enhance the capability and knowledge of emergency management agencies across Western Australia.

In December 2020 the Shire of Murray applied for AWARE grant funding following the amalgamation of the Shire of Murray and Waroona Local Emergency Management Committee's ('LEMC'). The proposal was to develop a single comprehensive LEMA, LRP and LRRM utilising the Shire of Murray's existing documents as a base template. It would also include the creation of an EEP, AWP and CP.

The comprehensive arrangements once developed would provide all stakeholders with clear guidance when responding to, and recovering from emergencies. It will also assist both Shires' to better manage and coordinate local emergency and recovery activities, independently and collectively.

On the 8 March 2021 the SoM was informed by the SEMC Secretariat that it had been successful in obtaining \$30,000 to complete the project. The project commenced on 12 April 2021. An application was submitted in June 2022 to extend the grant funded project until 30 August 2022. This application was supported.

On 8 August 2022 the LEMA suite of documents were endorsed by the LEMC membership as per committee recommendation LEMC22/004. Committee Recommendation LEMC22/004 was carried by the Shire of Murray Council at the 25 August 2022 Ordinary Council Meeting as per resolution OCM22/096 and by the Shire of Waroona Council at the 23 August 2022 Ordinary Council Meeting as per resolution OCM22/08/104.

As the Communication Plan was still in draft format in August 2022 a decision was made to table the plan at the next LEMC meeting.

The joint LEMA was noted at the 13 October 2022 meeting of the State Emergency Management Committee (SEMC) (Resolution 54/2000) in alignment with the State EM Preparedness Procedure.

The draft Communication Plan was tabled at the LEMC meeting on 2 November 2022 for review and feedback. A copy was also provided to SEMC. Only minor changes have been made since then due to position/title changes.

Report Detail

It is proposed to seek LEMC's recommendation for the Councils of the Shire of Murray and the Shire of Waroona, to respectively adopt the joint Communications Plan which forms part of the Local Emergency Management Arrangement suite of documents

Murray 2031 Strategic Community Plan

Focus Area	Capable and Accountable
Aspiration	Respond efficiently and effectively to the evolving needs of the community.
Strategy	Deliver efficient and effective Council services to the community.

Waroona - Strategic Community Plan

Focus Area	Our Community
Aspiration	To have a connected and involved community that improves our quality of life through developing quality places and implementing quality town planning.
Objective	Create a connected, safe and cohesive community with a strong sense of community pride.
Strategy	Ensure the safety of our community.

Waroona - Corporate Business Plan 2021- 2025

Focus Area	Our Community
Aspiration	To have a connected and involved community that improves our quality of life through developing quality places and implementing quality town planning.
Objective 1.1	Create a connected, safe and cohesive community with a strong sense of community pride.
Strategy 1.6	Ensure the safety of our community
Project and Actions 1.1.6.3	Review Local Emergency Management Arrangements

Murray 2021 - 2025 Corporate Business Plan

Nil

Other Strategic Links

Nil

Statutory Environment

Local government emergency management responsibilities are set out under the *Emergency Management Act 2005*, the relevant sections are outlined below;

36. Functions of local government

It is a function of a local government —

- (a) subject to this Act, to ensure that effective local emergency management arrangements are prepared and maintained for its district; and
- (b) to manage recovery following an emergency affecting the community in its district; and

- (c) to perform other functions given to the local government under this Act.

39. Functions of local emergency management committees

The functions of a local emergency management committee are, in relation to its district or the area for which it is established —

- (a) to advise and assist the local government in ensuring that local emergency management arrangements are established for its district; and
- (b) to liaise with public authorities and other persons in the development, review and testing of local emergency management arrangements; and
- (c) to carry out other emergency management activities as directed by the SEMC or prescribed by the regulations.

41. Emergency management arrangements in local government district

- (1) A local government is to ensure that arrangements (*local emergency management arrangements*) for emergency management in the local government's district are prepared.
- (2) The local emergency management arrangements are to set out —
 - (a) the local government's policies for emergency management; and
 - (b) the roles and responsibilities of public authorities and other persons involved in emergency management in the local government district; and
 - (c) provisions about the coordination of emergency operations and activities relating to emergency management performed by the persons mentioned in paragraph (b); and
 - (d) a description of emergencies that are likely to occur in the local government district; and
 - (e) strategies and priorities for emergency management in the local government district; and
 - (f) other matters about emergency management in the local government district prescribed by the regulations; and
 - (g) other matters about emergency management in the local government district the local government considers appropriate.
- (3) Local emergency management arrangements are to be consistent with the State emergency management policies and State emergency management plans.
- (4) Local emergency management arrangements are to include a recovery plan and the nomination of a local recovery coordinator.
- (5) A local government is to deliver a copy of its local emergency management arrangements, and any amendment to the arrangements, to the SEMC as soon as is practicable after they are prepared.

42. Reviewing and renewing local emergency management arrangements

- (1) A local government is to ensure that its local emergency management arrangements are reviewed in accordance with the procedures established by the SEMC.
- (2) Local emergency management arrangements may be amended or replaced whenever the local government considers it appropriate.

Sustainability & Risk Considerations

Economic - (Financial impact to the community)

There are no economic impacts on the community.

Social - (Quality of life to community and/or affected landowners)

The review of the LEMA inclusive of sub-plans and the subsequent improvement in emergency management planning will have a positive impact on the community.

Environment – (Impact on environment's sustainability)

There is no negative impact on the natural or built environment.

Governance – (Policy implications)

SEMC has a number of arrangements in place including the 'State Emergency Management Policy 2.5 and 6.3', 'State Emergency Management Plan 2.1.3, 5.3.2, 6.3 and 6.5', 'Local Emergency Management Arrangements Guideline and Model', 'Local Recovery Guideline' and 'WA Community Evacuation in Emergencies Guideline' that sets out local government responsibilities for emergency management.

Overall Risk Management Consideration

Risk Level	Comment
Low	The comprehensive review of the Local Emergency Management Arrangements and sub-plans will reduce the Shire's risk exposure through the development of associated plans, structures and training to effectively coordinate local emergency management activities.

Consultation

Emergency Management Act 2005,
Local Government Act 1995,
State Emergency Management Committee,
Local Emergency Management Committee; and,
Relevant internal staff.

Resource Implications*Financial*

The costs associated with the AWARE Project was funded from the AWARE grant funding.

Workforce

Involvement on the AWARE Project was incorporated into the scope of the relevant AWARE Officer's role.

Options

Council has the option of:

1. supporting the recommendation, as provided,
2. supporting the recommendation, with amendments; or,
3. rejecting the proposal.

Conclusion

The Local Emergency Management Committee is urged to support the recommendation presented to ensure that adequate Emergency Management plans and structures are in place in the districts, to support emergency management functions and responsibilities.

4.2 Terms of Reference - Shire of Murray & Waroona Local Emergency Management Committee - **Appendix 4** - C Goff

File Ref: 7206-05
Previous Items: Nil
Applicant: Nil
Author and Title: Chantelle Goff, Emergency Management Officer/Ranger Administration
Declaration of Interests: Chris Thompson, Community Representative
Voting Requirements: Simple Majority

C Thompson declared an Impartiality Interest in **Item 4.2 - Terms of Reference - Shire of Murray & Waroona Local Emergency Management Committee** in that she is the Shire of Murray Community Representative on the Local Emergency Management Committee.

Committee Recommendation
LEMC23/003
Moved: M Goodlet

That Council adopts the amended Shire of Murray & Waroona Local Emergency Management Committee (LEMC) Terms of Reference as detailed in Appendix 4.

CARRIED UNANIMOUSLY 14:0

Please Note: Committee Recommendation LEMC23/003 is only a recommendation to, and not a decision of Council. The Shire of Murray Council will consider this recommendation at the 23 February 2023 Ordinary Council Meeting and the Shire of Waroona Council will consider this recommendation at the 28 February 2023 Ordinary Council Meeting.

In Brief

To endorse the amended Shire of Murray & Waroona Local Emergency Management Committee ('LEMC') Terms of Reference ('ToR') that details the purpose, scope, functions, authority, roles and responsibilities of the Committee.

Background

The Shire of Murray & Waroona LEMC brings together key stakeholders in emergency management within its boundaries to plan and prepare for emergency management incidents and to meet the requirements of relevant legislation, policy statements and other emergency management related standards.

On 17 February 2021 the Shire of Murray & Waroona LEMC recommended that the original Terms of Reference be adopted. LEMC recommendation LEMC21/003 was carried by the Shire of Murray Council at the 22 April 2021 Ordinary Council Meeting as per resolution OCM21/058 and the Shire of Waroona Council at the 27 April 2021 Ordinary Council Meeting as per resolution OCM21/04/038.

A number of new stakeholders were attending LEMC but weren't included in the original ToR and therefore weren't listed as voting members or as ex-officio members. The voting requirements were also changed for DFES representation. On 8 August 2022 the Shire of Murray & Waroona LEMC recommended that the amended ToR be adopted.

LEMC22/005 was carried by the Shire of Waroona Council at the 23 August 2022 Ordinary Council Meeting as per resolution OCM22/08/104 and the Shire of Murray Council at the 25 August 2022 Ordinary Council Meeting as per resolution OCM22/097.

Recent changes have been made due to position/title changes at the Shire of Murray. The *Local Government (Rules of Conduct) Regulations 2007* has been repealed therefore Clause 6.9 - Code of Conduct has been changed.

To align the LEMC membership with section 38(4) of the *Emergency Services Act 2005* and SEMC Procedure 3.7, community representatives have been removed from the membership list. However, a section has been added which states the following –

Other persons (specialist advisors) may be invited to attend meetings, (as determined by the LEMC Executive Officer from time to time), to offer specialist advice on a range of matters pertaining to emergency management.

Therefore, the LEMC ToR has been amended to reflect these changes and is identified in **Appendix 4**.

Report Detail

This proposal seeks for the LEMC to adopt the amended ToR to ensure the LEMC has adequate plans and structures established to effectively coordinate emergency management planning.

Murray 2031 Strategic Community Plan

Focus Area	Capable and Accountable
Aspiration	Respond efficiently and effectively to the evolving needs of the community.
Strategy	Deliver efficient and effective Council services to the community.

Waroona - Strategic Community Plan

Focus Area	Our Community
Aspiration	To have a connected and involved community that improves our quality of life through developing quality places and implementing quality town planning.
Objective	Create a connected, safe and cohesive community with a strong sense of community pride.
Strategy	Ensure the safety of our community.

Waroona - Corporate Business Plan 2021- 2025

Focus Area	Our Community
Aspiration	To have a connected and involved community that improves our quality of life through developing quality places and implementing quality town planning.
Objective 1.1	Create a connected, safe and cohesive community with a strong sense of community pride.
Strategy 1.6	Ensure the safety of our community
Project and Actions 1.1.6.3	Review Local Emergency Management Arrangements

Murray 2021 - 2025 Corporate Business Plan

Nil

Other Strategic Links

Nil

Statutory Environment

Local government emergency management responsibilities are set out under the *Emergency Management Act 2005*, the relevant sections are outlined below;

36. Functions of local government

It is a function of a local government —

- (a) subject to this Act, to ensure that effective local emergency management arrangements are prepared and maintained for its district; and
- (b) to manage recovery following an emergency affecting the community in its district; and
- (c) to perform other functions given to the local government under this Act.

39. Functions of local emergency management committees

The functions of a local emergency management committee are, in relation to its district or the area for which it is established —

- (a) to advise and assist the local government in ensuring that local emergency management arrangements are established for its district; and
- (b) to liaise with public authorities and other persons in the development, review and testing of local emergency management arrangements; and
- (c) to carry out other emergency management activities as directed by the SEMC or prescribed by the regulations.

Sustainability & Risk Considerations*Economic - (Financial impact to the community)*

There are no economic impacts on the community.

Social - (Quality of life to community and/or affected landowners)

The LEMC ToR and the subsequent improvement in emergency management planning will have a positive impact on the community.

Environment – (Impact on environment's sustainability)

There is no negative impact on the natural or built environment.

Governance – (Policy implications)

Council Policies are not impacted by this proposal.

Overall Risk Management Consideration

Risk Level	Comment
Low	<p>The amended LEMC ToR details the purpose, scope, functions, authority, roles and responsibilities of the committee.</p> <p>This ensures that the LEMC has adequate plans and structures established to effectively coordinate emergency management planning.</p>

Consultation

Emergency Management Act 2005,
Local Government Act 1995,
State Emergency Management Committee,
Local Emergency Management Committee; and,
Relevant internal staff.

Resource Implications

Financial

Nil

Workforce

Nil

Options

Council has the option of:

1. supporting the recommendation, as provided,
2. supporting the recommendation, with amendments; or,
3. rejecting the proposal.

Conclusion/Justification of Officer Recommendation

The Local Emergency Management Committee is urged to recommend to Council for the amended Terms of Reference to be adopted to ensure the Local Emergency Management Committee have adequate plans and structures established to effectively coordinate emergency management planning.

4.3 Waroona Dam and Surrounds Agency Evacuation Assessment - **Appendix 5** -
M Goodlet

File Ref: 7206-05
Previous Items: Nil
Applicant: Nil
Author and Title: Chantelle Goff, Emergency Management Officer/Ranger
Administration
Declaration of Interests: Nil
Voting Requirements: Simple Majority

Committee Recommendation

LEMC23/004

Moved: M Goodlet

That LEMC receives the Waroona Dam and Surrounds Agency Evacuation Assessment and notes the following recommendations made from that assessment -

1. Early evacuation is desirable and education of visitors and residents is supported, including;
 - a. Signage near the dam
 - b. Up to date contacts for the properties with only one way in and out
 - c. Working with escarpment owners to improve fire emergency preparedness.
2. Scarp Road as an egress route is high risk and its use in a bush fire is only supported under Emergency Services escort.
3. Keys to the gate at Scarp Road should be issued to the Emergency Services agencies.
4. Improvements to the unmade road reserve at the end of Princes Road, to serve as an egress route, is supported
5. A future camping ground at the Dam is only supported if it has onsite permanent supervision.
6. Pre-burning is necessary, especially if the area becomes a managed camping ground at the Dam.
7. On catastrophic fire risk days any future camping ground should be closed.
8. Any improvements to communications in the Escarpment area should be supported.

CARRIED UNANIMOUSLY 14:0

In Brief

For the Shire of Murray and Shire of Waroona Local Emergency Management Committee ('LEMC') to receive and note the recommendations made from the Waroona Dam and Surrounds Agency Evacuation Assessment held on 29 November 2022.

Background

Following the Lane Poole Reserve Bushfire Desktop Exercise conducted by the LEMC membership on 8 August 2022 it was decided to hold a Waroona Dam and Surrounds Agency Evacuation exercise. This exercise was conducted on 29 November 2022 and the assessment is attached in **Appendix 5**.

The exercise was predicated upon the known high fire risk for the area and drew on the 2016 Waroona bush fire experience, which impacted the area directly.

The purpose of the exercise was to discuss primary issues and risks associated with the agency responses to a breakout of a bush fire in the Waroona Dam and Surrounds area and to discuss potential solutions to alleviate or reduce those risks.

There are locations within the Shire of Waroona where the difficulty of managing bush fire brings unique challenges. Topography, access and egress, communications limitations, proximity and density of bushland, and tourist management issues are some of the factors which made the Waroona Dam and surrounds, worthy of assessment of agency evacuation and fire management risks and responses.

Report Detail

This proposal seeks for the LEMC to receive and note the recommendations made in the Waroona Dam and Surrounds Agency Evacuation Assessment.

Waroona - Strategic Community Plan

Focus Area	Our Community
Aspiration	To have a connected and involved community that improves our quality of life through developing quality places and implementing quality town planning.
Objective	Create a connected, safe and cohesive community with a strong sense of community pride.
Strategy	Ensure the safety of our community.

Waroona - Corporate Business Plan 2021- 2025

Focus Area	Our Community
Aspiration	To have a connected and involved community that improves our quality of life through developing quality places and implementing quality town planning.
Objective 1.1	Create a connected, safe and cohesive community with a strong sense of community pride.
Strategy 1.6	Ensure the safety of our community
Project and Actions 1.1.6.3	Review Local Emergency Management Arrangements

Other Strategic Links

Nil

Statutory Environment

Local government emergency management responsibilities are set out under the *Emergency Management Act 2005*, the relevant sections are outlined below;

36. Functions of local government

It is a function of a local government —

- (d) subject to this Act, to ensure that effective local emergency management arrangements are prepared and maintained for its district; and
- (e) to manage recovery following an emergency affecting the community in its district; and
- (f) to perform other functions given to the local government under this Act.

39. Functions of local emergency management committees

The functions of a local emergency management committee are, in relation to its district or the area for which it is established —

- (d) to advise and assist the local government in ensuring that local emergency management arrangements are established for its district; and
- (e) to liaise with public authorities and other persons in the development, review and testing of local emergency management arrangements; and
- (f) to carry out other emergency management activities as directed by the SEMC or prescribed by the regulations.

Sustainability & Risk Considerations

Economic - (Financial impact to the community)

There are no economic impacts on the community.

Social - (Quality of life to community and/or affected landowners)

Subsequent improvement in emergency management planning will have a positive impact on the community.

Environment – (Impact on environment's sustainability)

There is no negative impact on the natural or built environment.

Governance – (Policy implications)

Council Policies are not impacted by this proposal.

Overall Risk Management Consideration

Risk Level	Comment
Low	The exercise and assessment improved emergency management planning. Issues and risks were identified and recommendations to alleviate or reduce those risks have been made.

Consultation

Local Emergency Management Committee,
Water Corporation,
Waroona Police; and,
Relevant internal staff.

Resource Implications

Financial

Nil

Workforce

Nil

Options

Council has the option of:

1. supporting the recommendation, as provided,
2. supporting the recommendation, with amendments; or,
3. rejecting the proposal.

Conclusion/Justification of Officer Recommendation

The Local Emergency Management Committee is urged to receive and note the recommendations made which improves emergency management planning.

5. State EM Preparedness Procedure 3.7 - LEMC Requirements

5.1 Every Meeting

5.1.1 Confirmation of LEMC Contact Details - **Appendix 6**

A meeting attendance sheet was circulated at the meeting. An updated LEMC Contact Register is attached in **Appendix 6**.

Manager Governance – R Marlborough

S Kirkham stated that R Marlborough has resigned as the Manager Governance. Rob has decided to move to Onslow and is now working at the Shire of Ashburton.

C Goff will send a letter of appreciation on behalf of the LEMC membership to R Marlborough, to thank him for all the work he has done within Emergency Management for Shire of Murray & Waroona and wish him all the best for the future.

D Unsworth advised that interviews have commenced for the Manager Ranger Services and Community Safety role and someone will hopefully be appointed shortly.

5.1.2 Review any Post-Incident Reports and/or Post-Exercise Reports

Nil.

5.1.3 Funding Nominations and Applications Progress - **Appendix 7** - Sam Ramsay

S Ramsay - National Emergency Management Agency (NEMA) - Recovery Support Officer, South West introduced herself and provided an overview of the Disaster Ready Fund (DRF).

The DRF will provide up to one billion dollars over the next five years, from 1 July 2023, to improve Australia's resilience to natural hazards. It will fund projects that build resilience to, prepare for, or reduce the risk of, future natural hazard impacts. It will also help to build the long-term sustainability of communities at risk of being affected by future disasters.

Applicants are expected to contribute at least 50 per cent of eligible project expenditure towards each project. DFES are responsible for submitting applications for the DRF on behalf of Western Australia. Applications for Round 1 are open but close on 6 March 2023. Local Governments are to submit applications to DFES by close of business 10 February 2023.

Attached in **Appendix 7** is the Disaster Ready Fund Fact Sheet. More information is available online at <https://nema.gov.au/programs/disaster-ready-fund/round-one> and at <https://www.wa.gov.au/organisation/state-emergency-management-committee/disaster-ready-fund-2023>

5.1.4 Bush Fire Risk Management Planning / Treatment Strategies Progress

There have been approximately 10-12 fires from December 2022 until now in Shire of Murray.

Shire of Waroona have had 19 fires in the area and 8 non-existent sightings. Bush Fire Brigades have increased training.

5.1.5 Local Emergency Management Arrangements

As discussed in Item 4.1 the Shire of Murray and Shire of Waroona Communications Plan (CP) was the last sub-plan to be endorsed. This forms part of the Shire of Murray and Shire of Waroona Local Emergency Management Arrangement (LEMA) suite of documents.

5.1.6 Review Business Plan Strategies and Record Key Achievements

The LEMC Annual Business Plan 2022-2024 was tabled at the last LEMC meeting.

5.2 Third Calendar Quarter

5.2.1 Review State Preparedness Report

The 2022 Emergency Management Capability Summary and 2022 EM Capability Supplement report has been sent to Local Governments.

The report has been prepared by the Department of Fire and Emergency Services (DFES) State Capability Team, on behalf of the SEMC. It is based on organisation's responses to the 2022 State Emergency Management Capability survey, focusing on areas of highest capability and the aspects that may require more attention.

The report is provided for organisation's own use and it will not be publicly released.

The summary can be used for a variety of purposes, such as:

- Facilitating and guiding emergency management planning
- Informing Local Emergency Management Arrangements (LEMA)
- Informing Local Emergency Management Committee (LEMC) business plans and activities
- Informing EM exercising in line with the State Exercise Framework requirements
- Supporting review and refinement of broader business continuity plans
- Supporting business cases
- Highlighting areas of success

6. GENERAL BUSINESS

6.1 DFES - DEMA Metro - **Appendix 8** - Q La Rosa

Q La Rosa was an apology but submitted a report as per **Appendix 8**.

6.2 DFES - Acting DO Wellington - **Appendix 9** - G McAneny

A report was submitted as per **Appendix 9**.

6.3 Shire of Murray - CEO - D Unsworth

Brief discussion was held regarding the potential of a Bushfire Risk Mitigation Coordinator (BRMC) position shared across Shire of Murray, Shire of Waroona and Shire of Harvey. The role of the BRMC will be to plan, implement and evaluate Local Government mitigation programs.

It was questioned why the previous Bushfire Risk Planning Coordinator (BRPC) position was fully funded by DFES but this new role wasn't. It was also questioned why the role would be operational.

A copy of the information received from DFES will be forwarded to J Carter. D Unsworth will be meeting with M Goodlet to discuss this further.

6.4 Shire of Waroona - CEO - M Goodlet

Following recent fires from lightening in Shire of Waroona the explosive ammunition point on the border of Waroona and Harvey will be requested to provide an updated Fire Management Plan.

Discussion was held regarding Alcoa potentially lifting the height of the red mud lakes to 70 or 80 metres. The mud lake is currently sitting at 40 metres. It was raised that Alcoa would need to conduct an independent risk assessment. They will need to look at the footprint and the dry stacking design they use as part of the risk assessment.

The Alcoa representatives on the LEMC membership are J Humphreys and W Goodhill, however both were absent from the meeting.

6.5 Shire of Waroona - CBFCO - S Thomas

S Thomas expressed his gratitude to SoM CBFCO - Robert Wilson, South Yunderup VBFB and West Murray VBFB for assisting at a recent fire.

Brief discussion was held regarding the increase of illegal camping due to the lack of housing and increased cost of living. One particular area of concern that was raised is on Peppermint Grove Road just before Forrest Highway. Rangers will be advised and requested to follow up.

6.6 Belswan Lifestyle Village - Manager - M Morris

M Morris stated that she would like the Shire of Murray to work closely with Belswan Lifestyle Village to prepare for emergencies and evacuations.

Belswan currently have 100 homes but eventually there will be approximately 230 homes. M Morris stated that they have residents up to 97 years old. The mobility of residents was questioned and it was raised that some residents have wheel chairs.

In the current evacuation plan residents would be taken to evacuation centres on buses.

K Gill recommended for Margaret to get in contact with Department of Communities to discuss further. J Carter suggested for Belswan Lifestyle Village to develop an Emergency Response Plan with triggers.

7. NEXT MEETING

The next Local Emergency Management Committee meeting will be held on Wednesday 3 May 2023 commencing at 10:00am. The meeting will be held at the Shire of Waroona Council Chambers at 52 Hesse Street, Waroona.

8. CLOSE

There being no further business the Chairperson declared the meeting closed the time being 10:48am.

I confirm that these minutes were confirmed at the Local Emergency Management Committee (LEMC) meeting held on Wednesday 3 May 2023 as being a true and correct record of proceedings.


LEMC Chairperson

3/5/2023
Date

Local Emergency Management Committee Meeting Action Register

Date Raised	Serial No	Item No	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	<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> <p>03/11/2021 SES to follow up.</p>	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 and Quambie Park.	<p>09/02/2022 – It was raised that this would be difficult to organise with the current COVID-19 situation but could be done as a desktop.</p> <p>11/05/2022 – R Marlborough advised that he will follow up and ask Sharon James (Quambie Park) and Leanne Hay (Bedingfeld Aged Care) to attend the August LEMC meeting to discuss further.</p>	Bedingfeld Aged Care Facility, Quambie Park and LEMC membership	Not Started

Voting Members			
Organisation	Name	Address	Contact Details
Shire of Murray	Cr. Stuart Kirkham (Councillor / LEMC Chairperson)		
	Ms. Chantelle Goff (Emergency Management Officer/Ranger Administration/LEMC Executive Officer)		
	Mr. John Kowal (Manager Ranger and Community Safety/SoM Local Recovery Coordinator)		
	Ms. Nicole Stevens (Community Emergency Services Coordinator)		
	Mr. Robert "Bluey" Wilson (Chief Bush Fire Control Officer)		
	Mr. Ben Jordan (Manager Murray Aquatic & Leisure Centre)		
Shire of Waroona	Cr. Mike Walmsley (Shire President / LEMC Chairperson)		
	Mr. Mark Goodlet (Chief Executive Officer/SoW Local Recovery Coordinator)		
	Ms. Karen Oborn (Director Infrastructure & Development Services/SoW Deputy Local Recovery Coordinator)		
	Mr. Peter Thurkle (Community Emergency Support Officer)		
	Mr. Steve Thomas (Chief Bush Fire Control Officer)		
	Mr. Stuart Macdonald (Manager Waroona Community Resource Centre)		
WAPOL (Pinjarra)	Snr Sgt. Mark Howes (LEC / LEMC Deputy Chairperson / Pinjarra – Officer in Charge)		
WAPOL (Dwellingup)	Sgt. Jody Worthington (Dwellingup – Officer in Charge)		
WAPOL (Waroona)	Sgt. Keith Tarver (LEC / LEMC Deputy Chairperson / Waroona - Officer in Charge)		
Alcoa Australia (1 x Representative per meeting)	Mr. John Humphreys (Health and Safety Manager)		
	Mr. Wade Goodhill (Emergency Response Supervisor)		
Bedingfeld Park Inc	Ms. Leanne Hay (Chief Executive Officer)		
Department of Communities - Child Protection and Family Support	Mr. Mark Schorer (Acting Senior District Emergency Services Officer Emergency Relief and Support)		
Department of Fire and Emergency Services (DFES) (1 x Representative per meeting)	Mr. Garry McAneny (Acting District Officer Wellington) Mr. Nick Elrick (District Officer – Natural Hazards – South West) Mr. Brian Penman (Acting District Officer – Emergency Management – South West)		

Voting Members

Organisation	Name	Address	Contact Details
Murray SES	Mr. Paul Dwyer (Unit Manager)		
Pinjarra Volunteer Fire & Rescue Service	Mr. Ken Jones (Brigade Captain)		
St John Ambulance (1 x Representative per meeting)	Ms. Christine Hunter (Station Manager – Pinjarra Sub Centre) Ms. Danielle Wilson (Representative)		
Pinjarra Primary School	Mr. Christian Louis (Principal)		
Quambie Park Waroona Inc.	Ms. Sharon James (Representative)		

Ex-Officio Members

Organisation	Name	Address	Contact Details
Shire of Murray	Mr. Dean Unsworth (Chief Executive Officer)		
Department of Communities - Child Protection and Family Support	Ms. Tracy Simpson (Local Welfare Coordinator – Peel District Office)		
DFES (Emergency Management)	Ms. Quinta La Rosa (District Emergency Management Advisor - Metropolitan)		
Department of Health	Mr. Karl Gill (Manager Emergency Preparedness Disaster Response)		
DBCA - Parks and Wildlife Service	Mr. Kris Laurendi (Senior Ranger – Lane Poole Reserve)		
Department of Primary Industries and Regional Development	Mr. John Gilliland (Principal Response Adviser - Incident and Emergency Management)		
Harvey Water	Mr. Cameron Norris (WHS Advisor)		
Main Roads WA	Mr. Dave Cormack (Routine Maintenance Works Manager)		
Water Corporation	Mr. Steve Collins (Operations Manager)		
Western Power	Ms. Joscelynd Rawlins (Field Operations Team Leader)		

Guests

Organisation	Name	Address	Contact Details
Shire of Waroona	Mr. Rhys Bloxside (Senior Infrastructure & Development Officer)		
Community Representative - Shire of Murray	Ms. Christine Thompson JP (Representative)		
Community Representative – Shire of Waroona	Mr. Noel Dew (Representative)		

**SHIRE OF MURRAY-WAROONA
LOCAL EMERGENCY MANAGEMENT COMMITTEE
DISTRICT EMERGENCY MANAGEMENT ADVISOR REPORT
3 MAY 2023**

STATE NEWS

STATE CONSULTATION REQUESTS

State Hazard Plan Search and Rescue Emergency

The WA Police Force has recently completed a comprehensive review of the State Hazard Plan Search and Rescue Emergency. We are now seeking your feedback on this plan.

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

<https://dfes.mysocialpinpoint.com.au/searchandrescue/>

On this page you will be able to:

- View information about the consultation process
- Download and view the draft Plan.
- Submit your feedback

Please submit your feedback by COB Wednesday 14 June 2023.

DRAFT WA COMMUNITY DISASTER RESILIENCE STRATEGY

The draft WA Community Disaster Resilience Strategy is now available for comment and feedback. The document is available for review and download [here](#)

Feedback is invited, with a particular focus on the following:

- Do the guiding principles capture the core considerations for achieving community disaster resilience?
- Do the key objectives and outcomes represent the right outcomes for a community? Are they practical to guide monitoring and evaluation of projects and activities?
- How likely are you to progress any of the initiatives and opportunities?
- How likely are you to integrate or use the Strategy to guide your organisation's activities?
- Is there anything else you would like to see the Strategy address?

Feedback can be provided via email to resilience@dfes.wa.gov.au

DEMC AND LEMC REVIEW

At its August 2022 meeting the SEMC endorsed the proposed project scopes to review the local and district committee structure. The objectives of the review are to:

- Establish clear roles, responsibilities, functions, and governance for DEMCs and LEMCs so they can achieve the strategic objectives of SEMC.
- Identify improvements to the governance arrangements and capabilities that will increase effective and efficient management outcomes.
- Create a shared understanding of the SEMC expectations of DEMCs and LEMCs.

LEMA REVIEW OUTCOMES AND NEXT STEPS

The [Local Emergency Management Arrangements \(LEMA\) Review](#) is a partnership between the Department of Fire and Emergency Services (DFES) and WALGA, initiated in response to reports that current LEMA requirements are not fit-for-purpose for Local Government and that a new LEMA model is needed. From April to December 2022, WALGA engaged 100 Local Governments to identify LEMA strengths, weaknesses, and improvement opportunities in a consultation that included 10 in-depth interviews, 10 interactive workshops and an online survey.

WALGA's [LEMA Review Consultation with Western Australian Local Governments: Project Summary and Recommendations Report](#) summarises the key findings of the consultation process to date. A more detailed overview can be found in [WALGA's LEMA Review Issues Paper](#) and an independent [LEMA Review Workshop Consultation Report](#) prepared by agdots.

WALGA's LEMA Review project will inform a Draft LEMA Improvement Plan being developed by DFES that will be tested with the Local Government sector during April and May 2023 and then submitted for endorsement to SEMC in August 2023.

Find out more about the LEMA Review Project on [WALGA's website](#) or email WALGA's LEMA Review Project Lead, [Simone Ruane](#).

DISTRICT NEWS

The next Metropolitan District Emergency Management Breakfast Sunrise Seminar will be held on 30 May 2023 and themed the Kimberley Floods. The Seminar will be Chaired by WA Police Force Commanders and commence at 0830 Hours at Mineral Resources Park, 34 Goddard St, Lathlain. Registration will be from 8.00am.

Keynote Presentations will be heard from Glenn Hall - DFES Incident Controller and Rob Cossart - State Recovery Coordinator.

A Panel Session with Department of Communities, Main Roads and Department of Primary Industries and Regional Development will conclude the event.

More information can be found by contacting the DEMC Executive Officer's:

Quinta La Rosa [REDACTED] [REDACTED]	Sharna Sumpton [REDACTED] [REDACTED]
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LOCAL NEWS

GRANT PROGRAM UPDATES

The [National Disaster Risk Reduction \(NDRR\)](#) grant program is established under a National Partnership Agreement (NPA) on Disaster Risk Reduction (2019-2024). It seeks to proactively reduce the risk and limit the impact of disasters associated with natural hazards on Western Australian communities and economies.

Applications for the fourth round of National Disaster Risk Reduction grant program (NDRR) will open at 8am, 24 April 2023 and close at 12 pm (noon), 29 May 2023.

The NDRR is for projects aimed at reducing disaster risk and improving community resilience to natural hazards in Western Australia. The NDRR is funded by the Australian Government via the National Partnership Agreement on Disaster Risk Reduction. In Western Australia the State Emergency Management Committee (SEMC) coordinates the distribution of this funding via the NDRR. The Department of Fire and Emergency Services (DFES) administers the NDRR on behalf of the SEMC.

[Apply for a National Disaster Risk Reduction grant \(www.wa.gov.au\)](http://www.wa.gov.au)

The 2022-23 round of the All-West Australians Reducing Emergencies (AWARE) grant program is in the final stages of approval.

The SEMC endorsed a two-year schedule for both grant programs:

Year	2023-24		2024-25	
Program	NDRR	AWARE	NDRR	AWARE
Round Open	24 April 2023	16 August 2023	25 April 2024	16 August 2024
Round Close	29 May 2023	20 September 2023	29 May 2024	20 September 2024
Assessment Anticipated announcement	3 July 2023 September 2023	24 October 2023 January 2024	3 July 2024 September 2024	25 October 2024 January 2025

Further information on the NDRR and AWARE grant programs is available at <https://www.wa.gov.au/organisation/state-emergency-management-committee/apply-grant-the-all-west-australians-reducing-emergencies-aware-program>

Please contact semc.grants@dfes.wa.gov.au for further information on the grant programs.

NATIONAL NEWS

AUSTRALIAN DISASTER RESILIENCE CONFERENCE 2023

The Australian Disaster Resilience Conference will be held in Brisbane, Qld from 23 – 24 August 2023. The theme is ‘Resilience Reimagined’ and calls for abstracts are now open.

The 2023 Australian Disaster Resilience Conference will explore what is possible by coming together to reimagine resilience. The conference will prioritise creative and collaborative approaches being taken across our country and enable us to hear from fresh voices that propose new, innovative ways to foster the disaster resilience our nation needs to thrive in the complex future we know is ahead of us.

[2023 Australian Disaster Resilience Conference | Abstract submissions \(aidr.org.au\)](http://aidr.org.au)

2023 SEMC MEETING SCHEDULE

- 3 May 2023
- 2 August 2023
- 4 October 2023
- 6 December 2023

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/Waroona Local Emergency Management Committee

Wednesday 3 May 2023

BUSHFIRE SEASON 2022/23

It was a relatively quiet bushfire season for the South West Region. Thank-you to all the volunteers and agencies for their response over the bushfire season.

STORM SEASON 2023

DFES South West Region is currently reviewing the DFES South West Severe Weather Response Plan. Severe weather covers storm, flood and cyclone. Comment maybe sought from LGAs once the draft is finalised.

MANAGING BUSHFIRE IN WESTERN AUSTRALIA - STATEMENT OF INTENT

The WA Government has launched the *Statement of Intent for Managing Bushfire in Western Australia*. The documents [Managing Bushfire in Western Australia Statement of Intent](#) and [Vision and Principles to Guide the Management of Bushfire in WA](#) are now available on the DFES website.

PUBLIC COMMENT SOUGHT ON DRAFT STATE PLANNING POLICY 3.7 BUSHFIRE AND DRAFT PLANNING FOR BUSHFIRE GUIDELINES

The Western Australian Planning Commission has released the draft *State Planning Policy 3.7 Bushfire* (SPP 3.7) and draft *Planning for Bushfire Guidelines* (the Guidelines) for public comment.

Key improvements to the State's bushfire planning policy framework include:

- a stronger emphasis on considering bushfire requirements in early planning stages
- new policy provisions to apply to different categories on the Map of Bush Fire Prone Areas
- introduction of an assessment of the broader landscape surrounding a development site, as a means of identifying locations with an unacceptable level of bushfire risk
- an outcomes-based approach to facilitate improved flexibility and understanding by decision-makers
- clearer guidance and a more user-friendly format as the guidelines are now divided into sections based on the planning stage.

Public comment closes on **Monday 17 July 2023**. More information can be found at <https://consultation.dplh.wa.gov.au/strategy-and-engagement/bushfire-and-planning-for-bushfire-guidelines/>.

CLIMATE OUTLOOK (issued 13 April 2023)

- For May to July, below median rainfall is likely to very likely (60% to greater than 80% chance) for most of Australia.
- May to July maximum temperatures are likely to very likely (60% to greater than 80% chance) to be warmer than median for almost all of Australia.
- Above median May to July minimum temperatures are likely to very likely (60% to greater than 80% chance) for most of the country excluding inland central and eastern regions.
- This forecast is being influenced by several factors including an ENSO-neutral pattern (neither El Niño nor La Niña) tending towards El Niño in the latter part of the forecast period, and the chance that a positive IOD event may develop in the coming months, as well as longer-term trends. An El Niño WATCH is current.

DFES STAFFING CHANGES

There have been a number of staff changes in the DFES South West Office:

- District Officer Emergency Management John Carter is on extended leave until early July. Brian Penman is in the DO EM position.
- Volunteer Management Support Officer – Michelle Wells has retired from the VMSO role; Leticia Craig is acting in the position while the process to fill the position is completed.

Brian Penman

District Officer Emergency Management



SHIRE OF MURRAY & WAROONA LOCAL EMERGENCY MANAGEMENT COMMITTEE REPORT

Agency: Department of Communities

Date: 3rd February 202 – 3rd May 2023

Incident Support Group Activation (ISG): NIL for this region

Date	Type of Incident	Location of Incident	Resources & Agencies Involved	Comments/Outcomes

LEMC/Agency Update

OPERATIONS – All Hazards UPDATE

1. Department of Communities (Communities) Emergency Relief & Support – Operations has continued to be very busy over the past 4 months.
 - **Bushfires** – This quarter DC have responded to 8 x bushfires requiring Evacuation Centres to be opened and concurrently responding to the Kimberley Flooding. The bushfires include:
 - Cervantes (Nambung)
 - Armadale
 - Henderson
 - Albany – Bakers Junction
 - Thomson Brook
 - Donnybrook Complex
 - Donnybrook (Glenn Mervyn)
 - Toodyay
 - **Kimberley Flooding Response** 2nd January - caused by Ex Tropical Cyclone Ellie – considered the most devastating flood ever experienced in WA with unprecedented record-breaking levels of rainfall and flooding (particularly communities along the Fitzroy River region) causing significant impact and destroying major road networks and isolating and displacing communities with airports also being closed due to the weather and inundation further adding to the complexities. In addition, significant destruction and major damage to DC assets including Public (Social) Housing, Community Housing, GROH and Remote Community Housing across the region. DC is providing the welfare support services to residents impacted by the floods:
 - 2/1/2023 – Fitzroy Crossing Evacuation Centre opened & staffed by 3 local staff for more than 24 hours before additional staffing support was flown in to support approximately 100 evacuees – they provided evacuees with immediate supports including accommodation, food, personal requisites (clothing, medication etc), in addition to supporting those remaining in their homes in the town. As we move into recovery the centre has now transitioned into a Flood Help Centre supporting the communities’ current needs.

- Over 200 people were relocated from affected communities and supported in commercial accommodation in Derby & Broome – The numbers have dropped and we are currently supporting around 70 people.
- Over 95 staff (Central and Regional) are directly supporting DC operational response including DC Emergency Relief & Support, Early Response Teams, Surge workforce, District Staff and especially local Kimberley staff – plus a deployment team arranging staff accommodation, airfares, rosters and negotiating contracts with various providers etc
- Liaison Officers provided to – State Operations Centre; Regional Operations Centre/Incident Management Team; All Hazards Liaison Group; Operational Area Support Group and Incident Support Groups.
- Supporting the affected Communities and residents DC:
 - Managed an Evacuation Centre (Fitzroy Crossing)
 - Providing Commercial Accommodation and Meals to displaced community members (primarily in Broome and Derby) Set up and managing Community Information centre in Broome and the Flood Help Centres in Derby and Fitzroy Crossing.
 - Opening 11/1/2023 and managing the Disaster Response Hotline set up (1800 032 965) was previously operating 7 days a week to provide a referral point for impacted communities requiring support and information including arranging the repatriation of displaced residents back to their community with over 1300 calls being taken to date.
 - DC have repatriated over 340 people and a further 310 people have been assisted to relocate to alternative safe locations.
 - DC Asset Assessments – All 1,009 DC owned or managed properties across 36 remote communities and the Fitzroy Crossing town have had an electrical assessment completed with 95 properties having a detailed building condition assessment covering FX town and 8 remote communities. The initial focus was ensuring the electrical safety and structural integrity of properties in non-flooded and minor inundation areas to allow displaced residents to return home ASAP assess communities housing is safe to return home ASAP and then ensure food drops to those communities are undertaken. These assessments will help confirm the number of people who will need temporary accommodation for the months ahead while their homes are either repaired or rebuilt. Interagency Damage Notification meetings with impacted communities and individuals are currently being held.
 - Communities is planning medium to long term accommodation options for people whose homes are uninhabitable due to the floods.
 - Communities is providing rent relief to public housing tenants in Fitzroy Crossing and tenants in impacted remote Aboriginal communities.
 - Working with commercial accommodation providers, regional airlines and local support providers to assist people unable to return home by normal means due to flood impacted roadways
 - Communities is providing rent relief to affected DC Housing tenants and Public Housing tenants living in Fitzroy Crossing or in one of the impacted Aboriginal Communities will get 6 weeks rent credit applied to their accounts – those who have continued to pay since 2/1 will also get a credit. A Rent Moratorium Hotline opened on 1/2/2023 and have taken over 930 calls.
 - Together with WACHS – provided mobile phones for displaced persons to be used for communication
 - Collaborating with WACOSS to utilise community organised resource exchange (CORE) to coordinate offers of assistance from Community Service
 - Assisting Local Government and Providers (Local Support Organisations, GIVIT, Red Cross, Salvation Army & other Providers) with Donations including specific items such as long-term accommodation, furniture, whitegoods etc
 - Notifying displaced and affected residents/businesses of the various financial assistance packages available including Water Authority, Horizon Power, Centrelink, State and Federal assistance packages, Lord Mayors Appeal etc
 - As this event moves from Response to Recovery DC is now working with the DFES State Recovery Coordinator on the approaches that will be made in the social and build domains.

2. The State Support Plan – Emergency Relief and Support (formerly Emergency Welfare) – Communities has reviewed the State Support Plan and the SEMC Policy Branch has released it for consultation <https://dfes.mysocialpinpoint.com.au/statesupportplanemergencyreliefandsupport/emergencyreliefandsupport/> this will then see changes to the current Local Emergency Welfare Support Plans.

Evac Centre Training to DC staff and our partnering agencies including LG staff - the preference is to conduct at facilities nominated as Evacuation Centres and therefore require LG's to consider potential dates/venues that this can be conducted.

Strategic Issues & Opportunities

5. Medium to Long Term accommodation – SEMC have requested DC to lead a cross agency working group to prepare an issues paper about Government responsibilities for medium and long-term accommodation following an emergency.
6. Community Sector Capability – working with community support organisations to enhance the delivery and coordination of welfare services
7. Disaster Information Support Coordination Centre (DISCC) Guidelines are being reviewed at the request of WA Police
8. People at Risk – developing a framework to promote a shared approach to preparedness, response and recovery for people at risk in emergencies
9. Emergency Financial Assistance – review of the State Emergency Financial Assistance initiatives

Exercise or Event Schedule until end of financial year

LEMC/Agency	Dates	Exercise/Event	Learning Outcomes
Department of Communities	Ongoing	Department of Communities Management eg DD/RED's/LWC, DC Staff etc and Local Governments/Emergency Services	Provide EM Update, Covid 19 Evacuation Centre Guidelines, Resources, PPE, Kits/LEWP/Welfare Centres etc
Department of Communities	Ongoing	Welfare Evacuation Centre Training Note: dates and venues to be determined – <ul style="list-style-type: none"> • Loftus Rec Centre 17/11 (Western Central) • Fleur Fraeme 24/11 (City of Stirling & City of Joondalup – Local Government) • All Agency Sessions April/May 2023 – Require LG's to nominate their facilities 	Running participants through the stages of managing a Welfare Centre (Before the emergency, activation, managing the Centre, closure of the Centre, recovery), including COVID Lens. Also, information on what services and agencies assist.
WA Police Force	22 nd November 2022	Avalanche style exercise will involve a hostile act at a metropolitan school	Familiarise ourselves with contacts and processes should one occur under our watch.
City of Joondalup/ Stirling/ Wanneroo & Department of Communities	24 th November 2022	Application AWARE program for training/Exercise for staff from the City of Joondalup and the City of Stirling with a few staff from Wanneroo to open up an Evacuation centre from scratch and operate until DC arrival	DC to provide LG Opening Evac Centre till DC arrive training and then facilitate an exercise to test their learning – with a consultant engaged to complete checklists, guides and procedure manual

Department of Communities (People Sense EAP Provider)	19 th December 2022	Vicarious Trauma and Self Care	Self-Care to manage the impact of other people's Trauma – Supporting and Understanding along with practical ways to be trauma informed.
Department of Communities	Jan - Ongoing	Kimberley Flooding Support – Pre, During and Post Activation Support to deployed staff	Staffing briefings of what can be expected; what is required and supporting them on return
All Agencies	17 th – 23 rd April 2023	Total Solar Eclipse – Mid West Gascoyne/Pilbara Exmouth	Various Workshops, Exercises and Planning leading into the TSE on 20 th April 2023
Department of Communities (DC)	2023	District Local Welfare Coordinator (new process) and Administration Staff EM Training	Providing an overview of EM, Activation of the Local Office and specific tasks eg Coordinator, RFR, Finance, Kits etc
Department of Communities (DC)	2023	Training and Practical Setup of an Evacuation Centre for key LG and or Facility Operator Staff	Provide and run through with key LG & Facility Staff to open, set up and operate an Evacuation Centre prior to Communities arrival
Department of Communities (DC)	2023	Review LG's Nominated Evacuation Centres	Explore the current nominated Evacuation Centres with LG to determine if they are relevant; complete checklist - add or delete facilities - Completed
Department of Communities	2023	Training & Exercises to test the activation of Department of Communities District Office's	Test the capabilities of staff within the district to respond to a request to open a Welfare Centre; this includes activating the district office, Local Welfare Coordinator briefing and directing staff to tasks to prepare their departure and physically gathering resources including hooking up the trailer (if applicable) or gathering District Kits with all resources needed to manage the Centre on their arrival.

LEMC Nominated Members

Activation - Communities Emergency Services Unit Duty Officer (24/7): [REDACTED]

Mark Schorer

Senior District Emergency Services Officer | Emergency Relief and Support

Community Services – South Metro

Department of Communities





Agency Name:	Department of Primary Industries and Regional Development		Date: May 2023
Report prepared by:	Helen Kent	Position:	Emergency Preparedness Coordinator – Incident & Emergency Management Branch

LEMC and DEMC report – May 2023

1. Declared incidents – DPIRD is managing:

- Eight (8) declared level 1 and 2 incidents in relation to plant pests/diseases and aquatic pests/diseases
- Nil animal pest/disease incidents

Queensland fruit fly

The Department of Primary Industries and Regional Development (DPIRD) is working to stem the spread of the significant invasive pest, Queensland fruit fly (Qfly), after a recent confirmed detection in Bayswater.

A level 2 incident was called on 1 March 2023 after several male Qfly were detected in a residential part of Bayswater, Perth. No Qfly have been detected in commercial areas or outside of the Perth metropolitan area at this time.

Quarantine Area

The Quarantine Area (QA) covers a 15 km radius from the Qfly detection points and includes Perth, Belmont, Gosnells, Kalamunda, Vincent, Joondalup, Swan, Wanneroo, Melville, Canning, Bayswater, South Perth, Subiaco, Stirling, Nedlands, Bassendean, Belmont, Claremont, Victoria Park, Cambridge and Mundaring. Please find the full Quarantine Area Notice this webpage <https://www.agric.wa.gov.au/plant-biosecurity/biosecurity-alerts-queensland-fruit-fly-updates>.

The QA is divided into two main zones: the **Corrective Action Zone** and the **Export Assurance Zone**.

Corrective Action Zone

The Corrective Action Zone is the 1.5 km area surrounding each detection point.

Residents located within this zone are required to comply with the following QA requirements:

- Qfly host fruit cannot be removed from or moved within any part of the Corrective Action Zone, unless treated or processed (cooked, frozen or solarised).
- All ripe or ripening host fruit on plants or trees must be picked, and all fallen host fruit must be removed every three days.
- Fruit can be eaten, or must be treated, bagged and then binned in residential waste bins.
- Residents must provide DPIRD personnel access to their premises to inspect and bait host plants twice a week until further notice

Export Assurance Zone

The **Export Assurance Zone** covers the area in a 15 km radius from the detection point - the area of the QA that is not part of the Corrective Action Zone. The area will act as a buffer zone to further prevent further spread of the pest.

The requirements for the management of Qfly host fruit for this area are less stringent but commercially grown Qfly host fruit cannot move either within the QA or outside the QA unless it is treated.

Qfly is one of the most serious pests of fruit and vegetables in Australia, attacking over 300 species of fruit and vegetables and impacting a range of horticulture industries and access to valuable markets. While Qfly has been found in other areas of the country, Western Australia has remained free of the pest.

Further information is available at: [Queensland fruit fly \(Qfly\) updates | Agriculture and Food](#)

Carpet sea squirt (*Didemnum vexillum*)

Carpet sea squirt (CSS) is a highly invasive marine invertebrate animal that can overgrow and smother native species. It can overgrow rocks, shellfish, sea sponges and man-made structures such as wharves, jetty pylons, pontoons, buoys and vessels.

A level 2 incident was declared on 25 January 2023 in response to the detection of CSS in WA.

On 17 March 2023 a Quarantine Area Notice was put in place for the waters adjacent to the Australian Marine Complex Common User Facility at Henderson South.

The aim of the QAN is to:

- Manage the movement of vessels into the QA to minimise the spread of the pest.

- Strengthen the requirements for biofouling inspections and treatments for vessels that regularly operate in the Quarantine Area or have been in the Quarantine Area for a period of six days or more.

CSS has the potential to impact oyster and mussel aquaculture, marine environments, dive tourism industries as well as increasing maintenance costs for commercial and recreational vessels.

The aquatic pest has been detected in two locations in WA; Garden Island and at a marine facility in Henderson. The detection at Garden Island was the first confirmed detection in Australia.

[Biosecurity alerts: Carpet sea squirt | Agriculture and Food](#)

Polyphagous shot-hole borer

Polyphagous shot-hole borer (PSHB) *Euwallacea fornicatus* is a beetle native to Southeast Asia. The beetle attacks a wide range of plants by tunnelling into trunks, stems and branches.

DPIRD has been responding to the confirmed detections of an exotic beetle Polyphagous Shot-Hole Borer in the Perth metropolitan area.

Response activities include:

- Conducting surveillance to determine the distribution of PSHB
- Containing the pest to prevent further spread to non-infested regions within Western Australia
- Providing advice and information to residents, industry and other stakeholders
- Ensuring that all response activities are conducted safely, consistently and efficiently

To stop the spread, a Quarantine Area Notice (QAN) is in place to support the Department of Primary Industries and Regional Development's ongoing surveillance program to determine the spread of the pest.

The Quarantine Area covers 25 local government areas. The new areas added to the expanded QAN on 21 March 2023 are:

- Beckenham, Canning Vale, Huntingdale, Kenwick, Langford, Maddington and Thornlie in the City of Gosnells
- Duncraig, Greenwood, Marmion, Sorrento and Warwick in the City of Joondalup
- Alexander Heights, Girrawheen, Koondoola and Marangaroo in the City of Wanneroo
- Ballajura, Beechboro, Bennett Springs, Dayton, Hazelmere, Kiara, Lockridge, Malaga, Middle Swan, Midland, Viveash, West Swan and Woodbridge in the City of Swan

- Forrestfield, High Wycombe, Perth Airport and Wattle Grove in the City of Kalamunda

Link to information about [Polyphagous shot-hole borer | Agriculture and Food](#)

2. State alerts and investigations

DPIRD is investigating four (4) pests or diseases.

3. National alerts & investigations

DPIRD and other state jurisdictions continue to monitor reported outbreaks of:

- **African Swine Fever** – countries in the Asia Pacific which have reported African Swine Flu since August 2018: China, Mongolia, Viet Nam, Cambodia, Democratic People’s Republic of Korea, Lao People’s Democratic Republic, Myanmar, The Philippines, Republic of Korea, Timor-Leste, Indonesia, Papua New Guinea, India, Malaysia, Bhutan, Thailand, Nepal and Singapore
Link to information about African Swine Fever – situation update in Asia and Pacific: <https://www.fao.org/animal-health/situation-updates/asf-in-asia-pacific/en>
- **Lumpy Skin Disease** – Indonesia, Vietnam, Thailand and Malaysia
- **Foot and Mouth Disease** – Indonesia

Information regarding Foot and Mouth Disease prevention is available on the WA government website: [Foot-and-mouth disease advice for Western Australians \(www.wa.gov.au\)](http://www.wa.gov.au)

Information is also available on the DPIRD website: [Foot-and-mouth disease: prevention and preparedness | Agriculture and Food](#)

Important to note that there are, currently, no known incidences of these diseases in Australia.

4. Ex TC Ellie (Kimberley Floods) – January 2023

DPIRD is providing support to affected communities, in relation to its areas of responsibility, in the recovery from the January flooding in the west Kimberley.

- The State Support Plan – Animal Welfare in Emergencies was formally activated on 9 January 2023 and remained activated until 1 May 2023 to provide support to the local government in relation to the coordination of animal welfare.

Recovery:

- Wheatbelt Development Commission CEO, Rob Cossart, has been appointed as the State Recovery Coordinator for the Kimberley floods.
- The State recovery structure, across the four recovery environments of Social, Economic, Built and Natural environment, has been formalised with appropriate State Government agencies leading the domains:
 - Social: Department of Communities
 - Economic: DPIRD
 - Built: Department of Treasury and Main Roads WA
 - Natural environment: DWER
- The Shire of Derby West Kimberley has established its local recovery group and relevant subcommittees which are:
 - Media
 - Getting Home
 - Cadjebut Airport
 - Pastoral
 - Social/Wellbeing
- DPIRD has provided a departmental representative on the Shire of Derby West Kimberley's local recovery group and relevant subcommittees.
- Dedicated DPIRD web page for affected primary producers outlining available assistance: [Kimberley flood recovery | Agriculture and Food](#)

Disaster Recovery Funding Arrangements WA (DRFAWA):

Support measures are designed to assist in meeting the needs of primary producers whose assets or primary production business has/have been affected by a disaster for which DRFAWA has been invoked.

Category B - Assistance measures for primary producers may include grants for:

- Professional advice
 - Reimbursement of fees (maximum \$1,500) to obtain professional advice directly related to addressing issues arising from the declared natural disaster event
- Freight subsidy (reimbursement)
Primary producers can claim a maximum of 50% of the costs to the producer of transporting any of the following items as a direct result of a natural disaster:

- Livestock;
 - Fodder or water for livestock; or
 - Building or fencing equipment or machinery.
- Fencing (for livestock producers only)
Primary producers can claim 100% of the costs associated with any of the following:
 - restoration/replacement of fencing (to pre-disaster standard) where the fencing has been deliberately dismantled or damaged due to counter disaster operations activities undertaken in order to combat the eligible natural disaster event; and/or
 - reimbursement of the costs of materials only (to pre-disaster standard) to repair/replace boundary fencing damaged/lost as a direct result of the eligible natural disaster event. The measure is only available where the fencing adjoins a major road/rail transport corridor and where the roaming of livestock may present a danger to the travelling public (i.e., the aim being to preserve public safety).

The applicant must demonstrate to DPIRD's satisfaction that at the time of the natural disaster event the property was being used to hold or agist livestock.

- Expression of interest for interest subsidy on a new loan to recover
An interest rate subsidy may be available to primary producers for new loans:
 - to repair/replace assets lost or damaged / repair damage caused by the natural disaster event
 - for carry on purposes to implement the next season's production program
 - or to replace livestock lost in the disaster for which the assistance measures under the DRFAWA have been activated

Link to further information regarding available funding and relevant conditions: <https://www.agric.wa.gov.au/emergency-response/disaster-recovery-funding-arrangements>

Category D – Exceptional circumstances:

Freight Assistance Program

- Purposes: The Commonwealth and WA State Government jointly funded Freight Subsidy Program is to assist with the ongoing exceptional freight requirements for businesses impacted by ex Tropical Cyclone Ellie (DRFA AGRN1044).
- Eligible applicants: Businesses located in, or delivering to, the four (4) DRFAWA activated local government districts which are the Shire of Broome, Shire of Derby West Kimberley, Shire of Halls Creek and the Shire of Wyndham East Kimberley
- Funding duration: All claims must be submitted no later than two (2) months after a suitable road connection is re-established. Claims may be backdated for all freight movement that occurred on, or after, 1 January 2023

- DPIRD is the designated delivery agency for this funding

FAQs including details of eligibility: [Publications \(dfes.wa.gov.au\)](https://dfes.wa.gov.au)

DRFAWA Cat B and D assistance, the Department has approved as at 27 April 2023:

DRFA Measures	Under assessment	Approved	Approved \$
Category B	2	1	\$37,830.00
Category D	35	33	\$35,296.26

5. Severe Tropical Cyclone Seroja (Recovery funding)

DPIRD, through its Rural Business Development Unit, is managing Disaster Recovery Funding Arrangements WA assistance to primary producers impacted by TC Seroja.

DRFAWA Cat B and C assistance the Department has approved as at 27 April 2023:

DRFA Measures	Under assessment	Approved	Approved \$
Category B	14	29	\$ 465,513.95
Category C	23	111	\$2,254,594.10

6. Staff emergency management training:

DPIRD has an ongoing schedule to deliver emergency management training and exercising in both metropolitan and regional areas.

The non-accredited training focusses on both the Department's Hazard Management Agency responsibilities in relation to animal and plant biosecurity and its support role to other HMAs in relation to animal welfare during emergencies.

Animal Health Australia and Plant Health Australia online training:

DPIRD staff are encouraged to undertake suitable online training which is available on the Animal Health Australia (AHA) and Plant Health Australia (PHA) websites.

Links to AHA and PHA:

[Home - Animal Health Australia](#)

[Plant Health Australia](#)

7. Animal welfare in emergencies grants program 2023

Grants are available for local government officers to attend the Animal Welfare in Emergencies training at the Muresk Institute. This training is administered by the Department of Primary Industries and Regional Development and aims to enhance local government officers' skills and knowledge in safely dealing with animals during an emergency. The training focuses on livestock health, fauna handling, containment and transport, and includes a workshop about how to develop local animal welfare in emergencies plans.

Link to Animal Welfare in Emergencies training brochure: [FINAL 2023 incident response flyer-\(1\).pdf \(walga.asn.au\)](#)

Training dates:

June 7 - 9

June 14 - 16

August 9 - 11

August 16 - 18

Applications open Thursday, 27 April 2023 and **close 4pm, Friday 19 May 2023.**

Link to application form: [Emergency Management | WALGA | WALGA](#)

8. DPIRD participation in fire and natural hazards during the natural hazard high season 2022 - 2023

Southern bushfire season – October to April

North West tropical cyclone season – November to April

The Department of Primary Industries and Regional Development has provided support to the Department of Fire and Emergency Services as the hazard management agency for bushfire, tropical cyclone, flood and storm which are the predominant natural hazards of the southern and northern natural hazards high season.

From 1 November to 31 March, annually, DPIRD appoints an On Call Coordinator.

On Call Coordinator hours of operation:

Monday to Sunday: 0700 – 2000

On Call Coordinator number: [REDACTED]

In addition to the On Call Coordinator role, DPIRD appoints regionally-based on call officers for the DPIRD Christmas and New Year 'close down' period and up to the Monday of the third week of January.

Incidents and emergencies response and recovery which DPIRD was involved in during the 2022-2023 natural hazards high season

Namban Bushfire – 23 November 2022:

Local government: Shire of Moora

State Incident Level: 1

DPIRD field staff provided advice regarding the assessment of injured stock

Donnybrook-Balingup Complex Fire (Sandhill and Noggerup fires) – 10 January 2023:

Local government area: Shire of Donnybrook-Balingup

DPIRD activities:

- Supported the Shire of Donnybrook-Balingup in the coordination of animal welfare including the assessment of injured stock
- Assistance to the Controlling Agency in relation to essential fruit pickers being able to access orchards to undertake picking on behalf of orchardists
- Contributed to the Controlling Agency's Impact Statement
- DPIRD officer appointed to assist with recovery activities for which DPIRD has responsibility and expertise

Ex Tropical Cyclone Ellie (Kimberley floods) – 6 January 2023:

Local government area: Shire of Derby West Kimberley (Shires of Broome, Halls Creek and Wyndham East Kimberley in relation to freight in and out of the region)

State Incident Level: 3

State Support Plan – Animal Welfare in Emergencies formally activated

DPIRD activities:

- Representation on the DFES All Hazards Liaison Group and the State Emergency Coordination Group
- Representation on the Incident Support Group and the Kimberley Operational Area Support Group
- Animal welfare needs assessment and advice and support in relation to mitigation activities
- Contributed to the Controlling Agency's Impact Statement
- Representation on the Shire of Derby West Kimberley Local Recovery Group and relevant subcommittees
- DPIRD is the lead agency for the State Economic Domain and appointed liaison officers to sit on the State Social, Infrastructure and Natural Environment domains

Ravensthorpe Complex Fires – 23 February 2023:

Local government area: Shire of Ravensthorpe, Shire of Coolgardie, Shire of Esperance

State Incident Level 2

DPIRD activities:

- Representation on the operational area support group
- Provision of advice to the Controlling Agency regarding agricultural properties
- Contributed to the Controlling Agency's Impact Statement

Tropical Cyclone Ilsa – 9 April 2023:

Local government areas: Shire of Broome, Shire of East Pilbara and Town of Port Hedland

State Incident Level: 2

DPIRD activities:

- Representation on the DFES All Hazards Liaison Group and the State Emergency Coordination Group
- Representation on the Kimberley Operational Area Support Group
- Contributed to the Controlling Agency's Impact Statement in relation to agricultural impacts
- Representation on the Shire of East Pilbara Local Recovery Coordination Group

DPIRD's role in emergency management

DPIRD plays an important role in emergency management in Western Australia.

- Hazard Management Agency (HMA) for animal and plant biosecurity with responsibilities across prevention/mitigation, preparedness, response and recovery. Link to State Hazard Plan – Animal and Plant Biosecurity: [State Hazard Plan Animal and Plant Biosecurity \(www.wa.gov.au\)](http://www.wa.gov.au)
- Provision of support to other HMAs by:
 - coordinating animal welfare for other hazard emergencies including during bushfires, cyclones and floods;
 - contributing to the Controlling Agency's impact statement in relation to impacts to primary producers, and other economic impacts through its regional development commissions across the state
 - managing eligible assistance for primary producers under the Disaster Recovery Funding Arrangements WA and providing advice to primary producers in relation to this funding
 - providing professional expertise to primary industry producers and small business in a regional context

Animal Welfare in Emergencies

Local governments are encouraged to develop a plan for animal welfare in emergencies (PAWE) which forms part of the local emergency management arrangements (LEMA).

For tools and resources to assist local governments to develop a local PAWE [click here](#) and for assistance in completing the PAWE template, speak to your LEMC or DEMC representative/s.