



LOCAL EMERGENCY MANAGEMENT COMMITTEE

MINUTES

EMERGENCY MANAGEMENT ACT 2005
SECTION 38 (1)

Committee Brief

A Local Government is to establish one or more local emergency management committees for the local government district.

Meeting of the Local Emergency Management Committee to be held in
the Council Chambers, Lowood Road, Mount Barker WA 6324
10.00am on Thursday 7 December 2023


Julian Murphy
CHIEF EXECUTIVE OFFICER

Committee Members:

*Cr J Oldfield (chair), Cr W Sheard (Deputy Representative) No. 168/23),
Mr K Hemmings, Mr M Barnes, Ms K Wise, Mr J Rutter, Ms Vic Holloway, Sgt D Swain Acting OIC
(Deputy Chair), Ms N Rouse, Mr V Hilder, Ms J Hollingworth, Ms K Hill, Mr N Handasyde, Ms K Western,
Ms K Beidatsch, Ms S Austin, Ms J Williamson, Mr D Carpenter, Mr R Walding, DO D Jones, Ms C
Powis, Mr A Fraser, Ms H Fergie, Supt J Miller,*

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Chairperson	Cr Jon Oldfield
Deputy Chairperson	Sgt David Swain (Acting OIC) – Western Australian Police Force (WAPF)

Membership Quorum (9)

Cr Warren Sheard	Deputy Council Representative
Mr Andrew Fraser	Mount Barker Community College - Evacuation Centre
Ms Charlotte Powis	District Emergency Management Advisory
DO Derek Jones	Department of Fire & Emergency Services
Mr David Carpenter	St John Ambulance – Rocky Gully
Ms Heather Fergie	Department of Education – Kendenup Primary School
Ms Jan Williamson	St John Ambulance – Mount Barker
Mr Jason Rutter	Ranger
Supt Jodi Miller	Department of Justice – Pardelup Prison
Ms Sharon Austin	Acting Emergency Relief & Support Regional Officer
Ms Julie Hollingworth	Department of Health
Ms Kathleen Western	Mount Barker Volunteer Fire & Rescue Service
Ms Kellee Wise	Principal Environmental Health Officer
Ms Kelly Hill	Department of Primary Industry and Regional Development
Mr Kevin Hemmings	Executive Manager Works and Services
Vacant	Red Cross
Ms Kirsten Beidatsch	Mount Barker State Emergency Service
Mr Mike Barnes	Community Emergency Services Manager
Ms Nikki Rouse	Department of Biodiversity Conservation & Attractions - West
Mr Norm Handasyde	Chief Bush Fire Control Officer
Mr Rod Walding	St John Ambulance – Community Paramedic
Ms Vic Holloway	Bushfire Risk Planning Coordinator
Mr Vince Hilder	Department of Biodiversity Conservation & Attractions - East

1 DECLARATION OF OPENING / ANNOUNCEMENT OF VISITORS

Chair Cr Oldfield opened the meeting at 10.00am.

The committee would like to thank Jodie Pollard, of Communities, for her time and energy to the Shire of Plantagenet and wish her well in future endeavours.

As we have some new faces, an introduction of members around the room was undertaken.

2 RECORD OF ATTENDANCE / APOLOGIES / LEAVE OF ABSENCE (PREVIOUSLY APPROVED)**Present**

SOP	Cr Jon Oldfield (JO)
SOP	Cr Warren Sheard (WS)
Communities	Ms Sharon Austin (SA)
DBCA	Ms Nikki Rouse (NR)
DFES	Ms Charlotte Powis (CP)
DOE	Ms Heather Fergie (HF)
DO Corrections	Supt Jodi Miller (JM)
DPIRD	Ms Kelly Hill (KH)
SOP	Mr Mike Barnes (MB)
SOP	Mr Kevin Hemmings (KH)
SOP	Ms Kellee Wise (KW)
SOP	Mr Jason Rutter (JR)
SJA	Mr Rod Walding (RW)
SJA	Ms Jan Williamson (JW)
WAPF	SGT David Swain (DS)

Apologies

DBCA	Mr Vince Hilder
DFES	DO Derek Jones
DOE	Mr Andrew Fraser
DOH	Ms Julie Hollingworth
DOH	Ms Tennille Johnson
SOP	Ms Vic Holloway
MB SES	Ms Kirsten Beidatsch
SJA	Mr David Rae
SJA	Ms Alida Parke
VBFS	Mr Norm Handasyde
MBVFRS	Ms Kathleen Western
MBVFRS	Mr Wesley Beck (proxy)

Visitors

SOP	Cr Len Handasyde (Shire President) (LH)
DPIRD	Ms Heidi Meyer (HM)
SOP	Dahna Kleemann (DK)

3 CONFIRMATION OF MINUTES

Moved Mr Jason Rutter, Seconded Cr Sheard

That the Minutes of the meeting of the Local Emergency Management Committee, held 7 September 2023 as circulated, be taken as read and adopted as a correct record.

CARRIED

4 DISCLOSURE OF INTEREST

Part 5 Division 6 Local Government Act 1995

Nil

5 BUSINESS ARISING FROM PREVIOUS MEETING

OUTSTANDING FROM PREVIOUS ACTION SHEETS						
Item No	Date	Subject	Action Officer	Action	Date Completed	Initial
8.1	8 June 2023	Exercise	OIC WAPF & CESM	Exercise to be organised. Completed writing and will be conducted on 13 September 2023 in the chambers starting at 10.00am	13 November 2023	MB
7.5.1	7 September 2023	Communications tower replacement	Cr. Len Handasyde	Bevan Lang that the tower is at end of life and needs to be replaced. He is gauging interest in contributing to its replacement. Bring to the attention of Council.		
7.7.1	7 September 2023	Desktop exercise for the Captains and Chiefs.	DO Derek Jones	Prepare and deliver a desktop scenario to the chiefs and captains.		

6 STANDARD AGENDA ITEMS

6.1 CONFIRMATION OF CONTACT DETAILS AND KEY STAKE HOLDERS

Sign in sheet was passed around with some updates noted and actioned.

6.2 POST MAJOR INCIDENT REPORTS

Nil

6.3 LOCAL EMERGENCY MANAGEMENT ARRANGEMENTS (LEMA)

The State Emergency Management Committee (SEMC) endorsed the Local Emergency Management Arrangement (LEMA) Improvement Plan (the Plan) at the August 2023 meeting.

The Plan was the key deliverable of the LEMA Review Project. An overview of the Plan is available here. Further updates on the implementation of the plan will be communicated once finalised.

Department of Fire and Emergency Services (DFES) and the SEMC would like to thank all those who committed their time to engaging and providing feedback into this important emergency management initiative for Western Australia.

SEMC endorsement of the LEMA Improvement Plan (the Plan) in August 2023 finalises the LEMA Review Project.

We will continue working across the sector to improve Western Australia's LEMA's through implementation of the Plan.

The LEMA Review saw the SEMC Business Unit and the Western Australian Local Government Association (WALGA) work with key stakeholders to identify issues with LEMA and investigate and develop options for improving the LEMA process.

The project provided an important opportunity to ensure that local governments had active input into the review of local-level emergency management arrangements and development of the Plan.

In recognition of the rapidly changing emergency management landscape and in line with continuous improvement principles, a five-year phased approach was supported as the way forward for the Plan.

This phased approach provides for shorter-term gains, whilst providing opportunity for further review on future plan activity development in Phase 2 of the plan.

This two-phased planning approach will also provide opportunities to consider and incorporate outcomes from a number of aligned strategic projects currently underway.

WALGA will be involved in the Plan implementation, supporting Local Government input and a co-design approach into development of options and final solutions delivered through the Plan.

The contribution and support of all West Australian emergency management sector participants to contribute to their time and provided input throughout the LEMA review project is acknowledged.

The LEMA will be updated with the assistance of the District Emergency Management Advisor (DEMA).

6.4 FUNDING NOMINATIONS AND APPLICATION PROGRESS**LOCAL GOVERNMENT GRANT SCHEME – MR MIKE BARNES**

Local Government Grant Scheme – an application for Capital Fleet Grants has been submitted to DFES.

MITIGATION ACTIVITY FUND – VIC HOLLOWAY

An Additional \$28,000 has been awarded to complete 4 additional prescribed burns in Autumn.

6.5 ISSUES TO BE RAISED AT DISTRICT EMERGENCY MANAGEMENT COMMITTEE (DEMC)

Nil

7 AGENCY REPORTS**7.1 SHIRE OF PLANTAGENET – KEVIN HEMMINGS****CESM**

The fire season has come early with the suspension permits and fires popping up around the Shire.

Training has now finished for the year.

The Local Government Grant Scheme Fleet acquisitions have been submitted for Kendenup (4.4 Tatra Crew Cab), Rocky Gully (4.4 Isuzu Crew Cab), Porongurup (4.4 Tatra Crew Cab) and Woogenellup (4.4 Tatra Single Cab), Denbarker (2.4 Single Cab), Narpyn (2.4 Single Cab) and Narrikup (2 x 2.4 Single Cab) brigades for 2025/26 to 2028/29 replacement programme.

Approved for replacement in 2024/25 is the Kendenup BFB 3.4 Urban Tanker and the Porongurup BFB Light Tanker (fast attack).

SES General Rescue Utility deliverable early 2024.

RANGER

Eastern zone inspections continuing with all towns and subdivision areas being completed.

Eastern zone rural property yet to have their 1st inspection.

Rangers this year are focusing on house and shed gutters ensuring no grass or leaf litter is present.

Kendenup townsite had 60 non-compliant properties as of the 15 November.

Western zone pre-inspections starting 30 November with formal inspections commencing 15 December.

Core flute signage has been erected for both zones.

BRMC*Apology*

The Mitigation Activity Fund (MAF) summer program has been extended until the 15th December when it's on track to complete 50 mitigation treatments, including 1 prescribed burn.

A further extension, to January, has been given due to vandalism to contractor machinery.

HEALTH

Introduction of our new Principal Environmental Health Officer, Kellee Wise, who has joined us in a full-time capacity. Kellee brings a wealth of experience and expertise to our team, and we look forward to collaborating with her to further enhance our environmental health initiatives.

Warnings to the public need to be kept up when prescribed burning activities are to take place. This gives the community options to leave for the day especially if they have any respiratory issues.

7.2 WA POLICE FORCE – SGT DAVID SWAIN (ACTING OIC)

New to this seat and standing in as the Acting OIC for Mount Barker, Substantive role is OIC of Tambellup.

We are now in the season of vehicular crashes as people are tired and ready for a break. There are a number of road maintenance operations in the region this is adding to the frustration of road users.

Strategies in place are extra staffing, targeting fatigue, random alcohol and drug testing and more patrols up and down the highway.

The station has a full complement of staff for the Christmas period.

Question

(JO) – Is the driver reviver working?

Answer

(LH) – The driver reviver is working well but there are only two a year.

Comment.

(RW) – There has been a roll over recently, due to fatigue, in the Denmark area. The driver was okay but when questioned why they did not pull over and rest they responded by saying there were no pull in bays.

7.3 BUSHFIRE BRIGADES – CBFCO NORM HANDASYDE

Apology

Cr Handasyde – a recent 000 call resulted in the call going to the eastern states, before coming back to WA. This delayed the call out and the text message did not arrive for approximately 20 minutes. These response times are critical.

When the text arrived, it gave the wrong location.

DO Derek Jones was not available to respond to this.

Request that this be tabled at the next Regional Operational Advisory Committee (ROAC) meeting

ACTIONS

7.3-1 CBFCO to forward an agenda item to the next ROAC for other like incidents.

7.3-2 Ranger to interview the caller for accurate timings of the call and text messaging.

(JR) – education to the public can be done through social media and Plantagenet News.

(CP) - education for the 000 calls on what to say, the accuracy of the location of the incident with the closest cross street.

(KW) – Emergency Plus App can give you very precise location information and also allow for 000 calls to be made from the app.

(JW) – The First Responder App also gives the same information and functions.

(RW) – 000 is there for all three emergency services and there are some times that 000 should not be called especially if there is a minor incident that does not necessarily require an ambulance.

ACTIONS

7.3-3 CESM – to work with the SOP Communications Coordinator for Facebook posts and Plantagenet News around when to and when not to call 000 and what to say if a call is made.

**7.4 MOUNT BARKER VOLUNTEER FIRE AND RESCUE – CAPT
KATHLEN WESTERN**

Apology – report received.

The Mount Barker Volunteer Fire & Rescue Service (MBVFRS) has had a busy few months.

Current numbers are adequate to do our job successfully. All current members are well trained with the more junior members needing more experience.

Always welcome new volunteers. An information kiosk, recently held at the Mt Barker markets generated some interest. This will be something we will do again.

A big concern currently is the increase of Hybrid and fully Electric vehicles. The risks involved with these in a road incident for all in attendance. Most of the community is not prepared for a road incident or house fire. We do not believe that the general community are aware of the dangers of Hybrid and fully Electric vehicles when it comes to safety with fire, these vehicle cannot be contained or put out easily.

There have been a number of Callouts, including traffic related, one Direct Brigade Alarm (DBA) to the hospital and a couple of structure fires.

Members participated in four Community events;

- Leavers Alive alongside St John and the Mount Barker Police; was a very positive event held at the Rec Centre for the years 11 and 12.
- Halloween displayed a member in full Breathing Apparatus (BA) and Level two Personal Protective Clothing (PPC), look at the trucks and a member in level one PPC.
- Mount Barker Markets Information Kiosk, and

- A Cubs Visit where we encouraged attending parents to look at their Bushfire Plans. All were received very well.

Our BA Qualified members participated in a refresher with the DFES Acting District Officer (DO) Cameron Famlonga.

We have had two very productive Brigade meetings, one being the Wellness Visit based on Cultural Awareness around Code of Conduct and the other the combined Speedway, St John Ambulance & MBVFRS meeting.

Three members represented our Brigade and the Great Southern region with deployments. Two Intrastate and one Interstate. The members gained valuable experience while working with other volunteers in challenging environments.

We had a briefing from two members that attended an information day at Toyota in Albany regarding Hybrid and Electric vehicles in road crash and car fires.

Hydrant checks have commenced, now that the afternoons and evenings are more favourable.

7.5 ST JOHN AMBULANCE

7.5.1 COMMUNITY PARAMEDIC – ROD WALDING (RW)

The sub-centres have been very busy this month including Rocky Gully having three priority one call outs.

Response times are good.

Training for all sub-centres has been completed with all volunteers passing their scope of practice modules.

7.5.2 MOUNT BARKER SUB-CENTRE – JAN WILLIAMSON

Our Annual Review Meeting (ARM) was held recently.

Attended the Driver Reviver with good success.

We have moved to a new call out system called Mobi-Call this is working well with great response from members.

Recruitment for a new office person will commence shortly due to our current officer moving on.

Thank you to all the other emergency services that have assisted with some of our call out. These have allowed for extra hands for patient lifts, motor vehicle accident scenes, and speedway duties.

The radio tower still needs to be sorted (action item from September) as end of life or major improvements need to be made.

(DS) – Most EM services will be going to digital radio network. Police are already on there and more roll out is happening. This comes with backup capability.

(JW) – What is the shires involvement? **(KH)** – Will take this question on notice and discuss with development services.

ACTION

Kevin – to discuss with development services.

(LH) – Some parts of the tower will need to be replaced, this is a big job which may coincide with a digital roll out, but this needs to be addressed sooner rather than later.

7.5.3 ROCKY GULLY SUB-CENTRE – DAVID CARPENTER

Apology.

7.6 STATE EMERGENCY SERVICE – KIRSTEN BEIDATSCH

Apology.

7.7 DEPARTMENT OF FIRE & EMERGENCY SERVICES

7.7.1 DISTRICT OFFICER – DEREK JONES

Apology – Report received.

2023 – 2024 FIRE SEASON UPDATE

EL Nino and Indian Ocean Dipole predictions indicate warmer, drier, longer summer.

Analysis of soil moisture levels indicate equivalent to mid-December – eastern parts drier still.

Some Local Governments (LG) have brought forward restricted and prohibited season dates in response to dryness.

Regional staff and volunteers already been deployed to northern parts of WA and eastern states to assist.

Region continues to build deployment lists from regional brigades.

Large scale regional exercise held late August.

DFES and Department of Biosecurity Conservations and Attractions (DBCA) met to revise, and where necessary tweak plans, and arrangements for this fire season.

Updated 'My Bushfire Plan' advertising campaign now underway.

PUBLIC WARNINGS & INFORMATION

Key component and responsibility of incident controller.

Number of hazards can use Emergency WA as the primary vehicle for alerts and warnings.

While a number of LGs have Short Message Service (SMS) messages, WhatsApp etc – these don't get through to the passing traveller.

Offer extended to work with LGs/Incident Controllers (IC) to assist with Alerts and Warnings.

AUSTRALIAN FIRE DANGER RATING SYSTEM (AFDRS) & FIRE WEATHER DISTRICTS.

Implemented 1st Sept 2022.

Review being, and will continue to be, conducted.

Chief Bush Fire Control Officers (CBFCO)s will have opportunity to provide evidence to reduce fuel loads in their patch on/before December 20 2023 and February 1 2024.

MITIGATION WORKS - UPDATE

Burn around Narrikup Oval Completed

Planning for Narrikup SW of townsite and surrounding fire shed.

7.7.2 DISTRICT EMERGENCY MANAGEMENT ADVISOR - CHARLOTTE POWIS
New LEMC Handbook and useful tools

The District Emergency Management Advisors (DEMA) across the state have just finished developing a contemporary LEMC handbook to assist local governments in the management of their LEMCs and to assist them as they work to meet their legislative requirements. The handbook has a number of agenda templates and a Terms of Reference template at the back available for local governments to use. The Handbook and associated template can be found at the following location:

<https://www.wa.gov.au/government/document-collections/local-emergency-management-committee-handbook>

Emergency Management Grants Programme

Year	2024-25		
Program	National Disaster Risk Reduction (NDRR)	Disaster Ready Fund (DRF)	All West Australian Reducing Emergencies (AWARE)
Round Open	28 November 2023	28 November 2023	28 November 2023
Round Closure	16 January 2024	16 January 2024	16 January 2024

Please visit the SEMC grants website for the most up to date information on the grants available, projects they support and timeframes.

<https://www.wa.gov.au/organisation/state-emergency-management-committee/apply-emergency-management-funding>

National Disaster Risk Reduction (NDRR) grant

Open: 28 November 2023 Closes: 12:00pm (noon) 16 January 2024

The NDRR supports projects that:

- take action to reduce existing disaster risk.
- minimise creation of future disaster risk.
- equip decision-makers with the capabilities and information they need to reduce disaster risk and manage residual risk.

Disaster Ready Fund (DRF)

The Australian Government has established the DRF, which will provide up to \$200 million per year, over 5 years from 1 July 2023. The DRF will fund projects that build resilience to prepare for or reduce the risk of future natural hazard impacts.

DRF round 2 is expected to open for applications in early 2024. Further information on the timeframes, guidelines and application process will be made available once the Australian Government announces round two.

Call for expressions of Interest: We are inviting expressions of Interest from organisations who have projects that will build resilience in the WA community and prepare for future natural hazard impacts.

Applicants are expected to contribute at least 50 percent of eligible project expenditure. This can be either “cash” or “in kind”.

Projects may include infrastructure projects or systemic risk reduction projects. If you would like to share in \$200 million of EM grant funding for a project that will build resilience within your community and please submit your EOI by following the steps below.

1. To prepare your Expression Of Interest (EOI), it is recommended that you carefully consider the previous guidelines.
2. If you are eligible, fill out the online EOI at this link. <https://dfes.smartygrants.com.au/EOI>.
3. To prepare your EOI, it is recommended that you carefully consider the previous guidelines.
4. If you are eligible, fill out the online EOI form.

Once the EOI is complete, click on ‘Submit’ and a copy will be emailed to you along with a reference number. Keep this reference number handy in case you need to contact us with questions about your EOI.

The request for EOIs is an open-ended and ongoing process, with no closing date or deadline.

Further important information:

A position has been appointed within the SEMC business Unit in DFES to assist with the development of applications. In particular, to assist develop the problem statement, and provide guidance around quantifying expected outcomes and budget and market viability.

A number of webinars have been held and recorded. For further information or to listen to one of these webinars please go to the following link.

<https://www.wa.gov.au/organisation/state-emergency-management-committee/disaster-ready-fund>

The Local Emergency Management Arrangements Review

The LEMA Improvement Plan has now been finalised and endorsed by the SEMC at their August 2023 meeting. The plan can be found at:

<https://www.wa.gov.au/government/publications/the-lemma-improvement-plan>

Please note the four key activities that will commence immediately are:

1. Streamline and customise LEMA templates (Objective 1).
2. Development of Local Government (LG) Emergency Management (EM) Policy (Objective 1).
3. Review grant allocation processes and resource/funding models identify opportunities (Objective 2).

-
4. Scoping and development of a LEMA Knowledge Hub including resource development (Objective 1).

Also, of note is the timeframes run from August 2023 until July 2025. Given the timeframes **please don't delay in preparing any LEMA that are due or nearly due for their 5-year review.**

District Emergency and Local Emergency Management Committees Review

In May 2022 SEMC meeting, members approved a review of the roles of District Emergency Management Committee (DEMC) and Local Emergency Management Committees (LEMC). The project aims to;

- Establish clear roles and responsibilities, functions and governance for DEMCs and LEMCs in achieving the strategic objectives of the SEMC.
- Identify improvement opportunities to governance arrangements and capabilities to increase effective and efficient emergency management outcomes.
- Create a shared understanding of SEMC expectations of DEMC s and LEMCs within the emergency management sector.

The review has occurred and will be tabled at the December SEMC meeting. I will share any outcomes as soon as they are available.

REMINDERS

SEMC Website

A reminder that the SEMC website has changed locations. It has been brought under the WA government banner and is now available under the **WA.gov.au** website at this link:

<https://www.wa.gov.au/organisation/state-emergency-management-committee>

(SA) – An audit of all the evacuations centres in the region was undertaken by Jodie Pollard of Communities, and some were found not to be up to standard.

The State Emergency Management Committee (SEMC) now have a grant writer on board and is available to assist with grant writing. There is an expectation of a 50% monetary or in-kind contributions.

ACTION

(CP) – to forward the grant information to the CESM. Completed 8 December 2023.

(RW) – This is a great initiative having a grant writer on board.

7.8 PLANTAGENET/CRANBROOK HEALTH SERVICE – JULIE HOLLINGWORTH

Tennille Johnson Acting - Apology

7.9 DEPARTMENT OF PRIMARY INDUSTRIES AND REGIONAL DEVELOPMENT – KELLY HILL

There are many more trucks on the road due to the different start timings of the harvest, this means that it will be a longer harvest over all but should be finalised by the Christmas break. Along with the transportation of animals and the tourists, once the harvest has finished farmers will be ready for a break too. This will increase traffic on the roads and potentially more motor vehicle accidents.

Our annual training has been completed, including animal welfare.

There will be limited staff available over the Christmas period. The department will provide an on-call service during this time to afford staff to have a break.

7.10 DEPARTMENT OF BIODIVERSITY CONSERVATIONS AND ATTRACTIONS

7.10.1 ALBANY DISTRICT – VINCE HILDER

Apology – report received.

We have had a very dry start to spring and early summer with the driest October across the State on record and the 3rd warmest. The Soil Dryness Index (SDI) which is an indication of surface fuel and soil dryness is between 6 to 4 weeks ahead of schedule. That is currently we are the equivalent to mid-January in terms of dryness.

We successfully completed the Porongurup prescription with a good percentage burnt and little scorch.

There have been a number of early season fires so far this season, most of the bigger ones have been in the eastern part of the District and have been started by lightning.

Because of the overall dryness in the environment any ignition is likely to burn vigorously.

The water bombers have started around the state in line with the dryness and we have commenced our fire duties.

7.10.2 FRANKLAND DISTRICT – NIKKI ROUSE

Mitigation burns completed at Clearhills. This was an eight-year regeneration growth after a bushfire that went through this area.

Responded to incidents at Fitzgerald National Park and sent crews to the metro fires.

The duty officer is now operational for the season and can be contacted on 0407 149 051.

Air spotters are now available.

Water bombers have started their contract and available around the southern parts of the state.

Frankland Fire Tower will start to operate from the 18 December 2023.

7.11 EDUCATION DEPARTMENT

7.11.1 MBCC AND EVACUATION CENTRE – ANDREW FRASER

Apology

7.11.2 KENDENUP PRIMARY SCHOOL – HEATHER FERGIE

Our bush fire plan is up to date for this year. The plan is to evacuate and not shelter in place.

All schools will close in a catastrophic fire danger rating. As these are known the day before, the message to close can be given early to parents.

The reserve adjoining the school (½ school and ½ shire) to the east has had fire fuel reduction completed. With the bush fire brigade performing a controlled burn on a quarter of it.

Concerned that there is no shelter in Kendenup and visitors are advised to evacuate in the case of an emergency. Information is given to tourists upon arrival.

(KW) – It's good to see that this information is being disseminated to all visitors using the hall and caravan/camp grounds.

7.12 DEPARTMENT OF COMMUNITIES – VACANT

Sharon Austin Acting

In the event of an emergency please call the All Hazards - State On-Call Coordinator on 0418 943 853, this number is manned 24/7.

emergencyservices@communities.wa.gov.au. (Not for public distribution)

Meetings, exercise details or information request can be emailed to sharon.austin@communities.wa.gov.au

Current Situation and Enhancements:

- The Department of Communities' Emergency Relief and Support Directorate (ERS) has been proactively implementing various initiatives to strengthen our capacity and capability in handling emergencies.
- These efforts are a part of our comprehensive preparedness strategy across the state, ensuring readiness for the 2023-24 high threat season.

Funding and Resource Enhancement:

- In late 2022, the Department of Treasury sanctioned additional funding to bolster the resource capacity of the ERS to 36 full-time equivalents (FTE).
- Recruitment for these positions is now underway.
- The majority of these positions are expected to be operational by December 2023.

Response to Advanced High Threat Season:

- On 9 November 2023, the Department of Fire and Emergency Services (DFES) advised that the onset of the high threat bushfire season had been advanced from 1 December to 9 November 2023.
- In response, Communities has activated the summer Early Response Team (ERT) roster effective from November 9. This includes the integration of two additional ERT staff members per on-call team, enabling a more efficient response to state-wide activations.

Emergency Management Preparedness:

1. Operational Planning:

- Communities is actively seeking involvement from staff across the State to join the Emergency Activation Workforce, enhancing our capability during high threat periods.
- Emergency management responsibilities have been incorporated into the job descriptions of all Communities staff.

2. Equipment and Logistics:

- The ERS completed a state-wide audit of emergency management equipment, resulting in several improvements.
- Standardisation of the emergency vehicle fleet and emergency response equipment in vehicles and trailers.
- Acquisition of four additional emergency relief and support response trailers, raising the total to 22 across the state. Enhancement of emergency management reserve stock and establishment of additional regional storage locations with essential emergency equipment.

3. Evacuation Centre Audit:

- In collaboration with Local Governments and emergency management agencies, Communities is identifying and assessing suitable evacuation centres state-wide.
- We have enhanced our evacuation centre risk assessment process and commenced a state-wide audit of these centres for better-informed risk assessment during emergency incidents.

4. Exercises, Training, and Partner Engagement:

- ERS has been conducting Evacuation Centre Training and Desktop Exercises across the state, focusing on effective response and support during regional emergency events.
- In October 2023, we facilitated a Desktop Exercise with 27 partner organisations to test how Communities could work in a coordinated way with State and Local partner agencies to respond to the needs of impacted people and communities in the response and recovery phases of an emergency.
- ERS also supported the DFES Dunsborough and Surrounds Community Preparedness Roadshow, delivering Person-Centred Emergency Preparedness workshops targeted to community sector partners and people with complex needs.

5. State Support Plan:

- Following the State Emergency Management Policy, a statutory five-year review of the State Support Plan has been completed.
- Based on feedback received, the plan has been renamed to 'State Support Plan – Emergency Relief and Support'.
- The State EM Policy Branch at DFES has updated the State EM Framework documents, including revisions to welfare references and other consequential amendments.

-
- Local Emergency Relief and Support Plans (formerly Local Emergency Welfare Plans) are being updated to reflect the new terminology.

6. Capability Audit:

- Communities commissioned Nous Group to conduct an audit to establish the baseline capability of the Emergency Relief and Support sector in WA, with a view to identifying critical capability gaps across the state.

7. Lessons Learned:

- Following the Kimberley Floods, Communities has embarked on a Lessons Learned project. This initiative is vital for enhancing our operational accountability, continuous improvement, and strengthening our systems for future responses.

7.13 RED CROSS – VACANT

Apology

7.14 PARDELUP PRISION – SUPT JODI MILLER

A bushfire exercise was completed on the 8 November 2023.

Outcomes;

- Water supply for the fire appliances are all electric and will stop once the power is turned off by Western Power. A Generator is in the process of being acquitted.
- There were no health officers on site. Modification of the roster to cover this for the future.
- Ventolin puffers and spacers have been increased to accommodate the number of prisoners with asthma.
- Communications were not working on the day, new antenna to be installed to ensure capability.
- Replacement drone ordered. This will assist in normal day to day operations, but also damage assessment post incidents.
- Maps for fire appliances and prison vehicles to be updated.
- Current appliances are a 3.4 very old and needs work, a newly acquired fast attack unit (Landcruiser) and yet to arrive a newly approved appliance. Two trailers and 25 back pack sprays specifically for firefighting.
- Roof top sprinklers and been created for the dinning hall, this is our shelter in place if evacuation is not possible.
- Evacuations via the local bus companies resulted in timings as follows;
 - Mount Barker buses – 30 minutes to arrival.
 - Albany Buses – 1 hour, 30 minutes to arrival.
 - Manjimup – 2 hours to arrival.

Depending on the situation shelter in place maybe the best option.

7.15 OTHERS

8 EXERCISE INFORMATION

8.1 EXERCISE

EXERCISE FURPHY

Completed 13 September 2023

The Hazard Management Agency (HMA) for this incident were made up of multiple organisations. Being of the complexity of the threats involved. These included a bushfire, road crash, multiple injured persons and animal welfare/disease

Overview from the agencies. Bush fire, Ambulance, Fire and Rescue and Department of Primary industry and Regional Development.

8.2 POST EXERCISE REPORT

Department of Primary Industry and Regional Development (DPIRD) – This was a good exercise quite complex not dealing in just one area and having multiple incident controllers for the different hazards encountered.

9 GENERAL BUSINESS

CESM – Upgrades to the Emergency WA app.

Inclusions to now show;

- Education - school closures.
- Western power - significant power outage.
- Health -heat wave info.
- DBCA - park closures.
- Addition of the 4-day fire danger rating forecast.
- Cyclone tracking.
- Thunderstorm tracker.
- New incidents are now live and show automatically.
- Search engine for home addresses to see what is near them.
- Map legend explains symbology including fire shapes from FESMaps.

Coming on board.

- DPIRD - animal health.
- Western Australian Police Force (WAPF).

All of these can be filtered to customise what you need to see.

Text versions of the warnings to assist with colour blindness.

Base maps can be changed too.

FAQ section.

Coming by next season.

Next Gen in the background for automated text messages for EM warnings.

Able to set personalised watch zones (phone App) for your location to warn for incidents.

10 NEXT MEETING

Meeting dates 10.00am, Thursday;

- 7 March 2024
- 6 June 2024

11 CLOSURE OF MEETING

Chair Cr Oldfield closed the meeting at 11.15am.

12 ACTION SHEET

NEW ACTION SHEET						
Item No	Date	Subject	Action Officer	Action	Date Completed	Initial
7.3 - 1			CBFCO	To bring up at ROAC for similar occurrences.		
7.3 - 2	7 December 2023	A recent 000 call resulted in the call going to the eastern states, before coming back to WA. This delayed the call out and the text message did not arrive for approximately 20 minutes.	Ranger	Interview the caller for accurate timings of the call and text messaging.		
7.3 - 3			Ranger & CESM	to work with the SOP Communications Coordinator for Facebook posts and Plantagenet News around when to and when not to call 000 and what to say if a call is made.		
7.5.2	7 December 2023	Ambulance radio tower still needs to be repaired (owned by the Shire) as end of life or major improvements required	Kevin Hemmings	To discuss with development services.		
7.7.2	7 December 2023	The National Disaster Grant is open until 6 January 2024, up to \$250k with in kind or monetary contributions. Disaster Relief Fund aiming at blue/green projects e.g. upgrading evacuation centres, installing external generator etc. are looking for expressions of interest open at the moment	Charlotte Powis	To forward the grant information to the CESM.	8 December 2023 Included in the report above	CP

OUTSTANDING ACTION SHEET					
Item No	Date	Subject	Action Officer	Action	Initial
7.5.1	7 September 2023	Communications tower replacement.	Cr. Len Handasyde	Bevan Lang that the tower is at end of life and needs to be replaced. He is gauging interest in contributing to its replacement. Cr Handasyde to bring to the attention of Council.	
	7 December 2023				
7.7.1	7 September 2023	Desktop exercise for the Captains and Chiefs.	DO Derek Jones	Prepare and deliver a desktop scenario to the chiefs and captains.	
	7 December 2023			Ongoing and may not happen until the end of the high threat period.	

13 CONTACT LIST
CONTACT DETAILS AND KEY STAKE HOLDERS
LEMC Members

MEMBER	ORGANISATION	NAME	PHONE	EMAIL
1	Albany District	Mr Vince Hilder	0429 200 858	Vince.hilder@dbca.wa.gov.au
2	Frankland District	Ms Nikki Rouse	0417 173 633	nikki.rouse@dbca.wa.gov.au
3	District Officer	Mr Derek Jones	0439 384 954	derek.jones@dfes.wa.gov.au
4	District Emergency Management Advisor	Ms Charlotte Powis	0418 802 762	charlotte.powis@dfes.wa.gov.au
5	District Emergency Services Officer	Vacant	0403 906 639	@communities.wa.gov.au
6	Kendenup Primary School	Ms Heather Fergie	0424 894 642	heather.fergie@education.wa.edu.au
7	Mount Barker Community College and Evacuation Centre	Mr Andrew Fraser	0439 431 683	andrew.fraser@education.wa.edu.au
8	Department of Health	Ms Julie Hollingworth	0428 481 201	julie.hollingworth@health.wa.gov.au
9	Department of Justice – Pardelup Prison	Supt Jodi Miller	0447 114 572	jodi.miller@justice.wa.gov.au
10	Department of Primary Industry and Regional Development	Ms Kelly Hill	0417 837 983	kelly.hill@dpird.wa.gov.au
11	Red Cross	Vacant	0439 144 774	@redcross.org.au
12	Council Representative - Chair	Cr Jon Oldfield	0427 514 134	cr.oldfield@sop.wa.gov.au
13	Deputy Council Representative	Cr Warren Sheard	0417 980 360	cr.sheard@sop.wa.gov.au
14	Community Emergency - Services Manager	Mr Mike Barnes	0447 091 159	cesm@sop.wa.gov.au
15	Executive Manager Works and Services	Mr Kevin Hemmings	0417 181 532	mws@sop.wa.gov.au
16	Bush Fire Risk Mitigation Coordinator	Ms Vic Holloway	0492 170 500	brmc@sop.wa.gov.au
17	Principal Environmental Health Officer	Ms Kellee Wise	0448 182 245	env@sop.wa.gov.au
18	Senior Ranger: Shire	Mr Jason Rutter	0419 042 237	ranger@sop.wa.gov.au
19	Mount Barker State Emergency Service	Ms Kirsten Beidatsch	0417 904 059	mtbarker.ses@gmail.com
20	Community Paramedic	Rod Walding	0418 317 231	rod.walding@stjohnwa.com.au
21	St John Ambulance – Mount Barker	Ms Jan Williamson	0424 089 591	Mtbarker.chair@Stjohnwa.com.au
22	St John Ambulance – Rocky Gully	Ms Alida Parke	0438 482 760	Rockygully.Vicechair@stjohnwa.com.au
23	Chief Bush Fire Control Officer	Mr Norm Handasyde	0417 945 773	norm@amuricreekefruit.com.au
24	Mount Barker Volunteer Fire & Rescue Service	Ms Kathleen Western	0438 775 527	kathleenjwestern@gmail.com
25	Western Australian Police Force – Deputy Chair	SGT David Swain	0429 838 501	David.swain@police.wa.gov.au

INCIDENT SUPPORT GROUP CONTACT LIST – LEMC plus;

OPTIONAL	ORGANISATION	NAME	PHONE	EMAIL
23	Arc Infrastructure	Mr Craig Andrew	0427 478 833	craig.andrew@arcinfra.com
24	Community Resource Centre	Mr Jono Wesley	0427 562 247	barker.baptist@gmail.com
25	Department of Education - Kendenup Primary School		08 9851 4168	kendenup.PS@education.wa.edu.au
267	Department of Health	Ms Tennille Johnson		Tennille.Johnson@health.wa.gov.au
27	Deputy Superintendent – Pardelup Prison	Mr David Patterson	0419 336 095	david.patterson@justice.wa.gov.au
28	Security Manager – Pardelup Prison	Mr Mark Tester	0408 810 064	mark.testster@justice.wa.gov.au
29	Main Roads Western Australian	Mr Brad Lenton	0417 910 662	brad.lenton@mainroads.wa.gov.au
30	Main Roads Western Australian	Mr Rhys Skipper	08 9892-0517	rhys.skipper@mainroads.wa.gov.au
31	Mount Barker Coop	Mr Gary Tempany	0428 454 440	ceo@mtbarkercoop.com.au
32	Mount Barker State Emergency Service	Mr Ian Foote	0447 009 287	footeian@hotmail.com
33	St John Ambulance – Rocky Gully	Ms Alida Parke	0438 482 760	Rockygully.Vicechair@stjohnwa.com.au
34	Chief Executive Officer - Shire	Mr Julian Murphy	0417 916 400	ceo@sop.wa.gov.au
35	Water Corporations	Mr Peter Gray	0438 998 601	peter.gray@watercorporation.com.au
36	Western Power - Field Supervisor	Mr		@westernpower.com.au
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