



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 Held in the
Council Chambers, Lowood Road, Mount Barker WA 6324
10.00am on Thursday 7 September 2023

Julian Murphy
CHIEF EXECUTIVE OFFICER

Committee Members:

Cr L Handasyde, Cr S Etherington, Mr K Hemmings, Mr M Barnes, Ms E French, Mr J Rutter, Sgt W Byram, Ms J Pollard, Ms N Rouse, Ms J Hollingworth, Ms K Hill, Mr C Walsh, Mr N Handasyde, Ms K Western, Ms K Beidatsch, Ms J Williamson, Ms C Powis, Mr A Fraser (No. 175/21)

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Chairperson **Cr Len Handasyde**

Deputy Chairperson **Sgt Wayne Byram – Western Australian Police Force (WAPF)**

Membership Quorum (9)

Cr Sue Etherington	Deputy Council Representative
Ms Charlotte Powis	District Emergency Management Advisory
Ms Elizabeth French	Environmental Health Coordinator
Mr Andrew Fraser	Mount Barker Community College Evacuation Centre
Mr Kevin Hemmings	Executive Manager Works and Services
Ms Kelly Hill	Department of Primary Industry and Regional Development
Ms Jan Williamson	St John Ambulance – Mount Barker
Mr Chris Walsh	Red Cross
Mr Jason Rutter	Ranger
Ms Julie Hollingworth	Department of Health
Ms Kirsten Beidatsch	Mount Barker State Emergency Service
Ms Kathleen Western	Mount Barker Volunteer Fire & Rescue Service
Mr Mike Barnes	Community Emergency Services Manager
Ms Nikki Rouse	Department of Biodiversity Conservation & Attractions
Mr Norm Handasyde	Chief Bush Fire Control Officer
Ms Jodie Pollard	District Emergency Services Officer

1 DECLARATION OF OPENING / ANNOUNCEMENT OF VISITORS

Welcome to Jodie Pollard who has taken over of from Michele Duxbury from the Department of Communities. Jodie has taken on the role of District Emergency Services Officer Great Southern.

The committee thanks the input and efforts that Michele has given to the Shire of Plantagenet and wish her well in future endeavours.

2 RECORD OF ATTENDANCE / APOLOGIES / LEAVE OF ABSENCE

Attendees

SOP	Cr Len Handasyde
SOP	Mr Mike Barnes
SOP	Ms Vic Holloway
SOP	Ms Elizabeth French
SOP	Mr Jason Rutter
SOP	Mr Norm Handasyde
MBVFRS	Ms Kathleen Western
DPIRD	Ms Kelly Hill
DOC	Ms Jodie Pollard
DFES	DO Derek Jones
DBCA	Mr Vince Hilder
DBCA	Mr Tristan Farmer
SJA	Mr David Rae
SJA	Ms Jan Williamson
SJA	Ms Alida Parke
WAPF	SC Craig Tester

Apologies

SOP	Cr Sue Etherington
SOP	Mr Kevin Hemmings
SOP	Ms Amy Chadbourne
DFES	Ms Charlotte Powis
DBCA	Ms Nikki Rouse
Department of Corrections	Supt Jodi Miller
Department of Education	Mr Andrew Fraser
MB SES	Ms Kirsten Beidatsch
Department of Health	Ms Julie Hollingworth
WAPF	SGT Wayne Byram

3 CONFIRMATION OF MINUTES

Moved Mr Jason Rutter, Seconded Ms J Williamson;

That the Minutes of the meeting of the Local Emergency Management Committee, held 8 June 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

5 **BUSINESS ARISING FROM PREVIOUS MEETING**

Refer to Action List.

6 **STANDARD AGENDA ITEMS**

6.1 **CONFIRMATION OF CONTACT DETAILS AND KEY STAKE HOLDERS**

6.2 **POST MAJOR INCIDENT REPORTS**

6.3 **LOCAL EMERGENCY MANAGEMENT ARRANGEMENTS (LEMA)**

The State Emergency Management Committee endorsed the 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.

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.

SECM 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 Local Emergency Management Arrangements (LEMA) through implementation of the Plan.

The LEMA Review saw the State Emergency Management Committee (SEMC) Business Unit and the WA 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 [LEMA Improvement Plan](#) (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 LEMA Improvement Plan, (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.

W.A. Local Government Association (WALGA) will be involved in 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.

6.4 FUNDING NOMINATIONS AND APPLICATION PROGRESS

LOCAL GOVERNMENT GRANT SCHEME

LGGS Fund for Operational expenditure and Capital Grants has been approved.

AWARE

Applications for AWARE grants have opened and close on **20 September**. AWARE is a Local Government grant initiative that invests in building capacity and preparedness at a local level.

MITIGATION ACTIVITY FUND

Round two of the Mitigation Activity Fund Grant Program for 2023/24 has opened. Eligible Local Governments will receive an email with details of the grant program and have until **21 September** to submit their application. If you have any queries regarding this grant round, contact the Shire of Plantagenet Bushfire Risk Management Coordinator (BRMC).

Prepare for Round Two of the DRF

The [Disaster Ready Fund](#) is a \$200 million fund that provides grants to government and non-government organisations to help them reduce their disaster risk. Applications for round 2 will open in early 2024.

DFES is actively engaging with organisations in preparation for round 2 by working on identifying projects that are likely to be successful, as well as providing support and advice to develop strong applications.

If you would like to hear more about the DRF and learn how you can develop a competitive application, DFES is holding a grants webinar for Local Governments on **Monday 04 September**. Register [here](#).

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

Nil

7 AGENCY REPORTS

7.1 SHIRE OF PLANTAGENET – KEVIN HEMMINGS

The fire season is just around the corner and the fire mitigation notices have gone out with the rates letters.

Training will be continuing up until November

The Local Government Grant Scheme has been approved with another increase for the bush fire brigades (BFBs) operating grant now at \$210,000 and the state

emergency service (SES) up to \$15,000. With capital expenditure for the BFBs a further \$25,000 and includes security systems for Denbarker and Perillup fire sheds. SES a further \$6,000 to replace a generator and purchase shelving and storage bays.

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

Two BFB sheds were applied for but declined due to not considered within the available funding.

Carry over funding for the SES new building, but still waiting on land to be approved for this project. Possible colocation with the Volunteer Fire and Rescue.

NEW AFDRS ONLINE TRAINING PRODUCTS

DFES has introduced two new AFDRS training products: Grassland Observer and Fire Danger Viewer. The new training products are available via eAcademy for DFES staff and volunteers or, externally they can be found here, [Grassland Observer](#) and [Fire Danger Viewer](#). For more information about the AFDRS, refer to the [AFAC website](#), or email the AFDRS team at AFDRS@dfes.wa.gov.au

RANGER

Have been encouraging to burn any winter tree lopping's now, ahead of the restricted period.

Again, a strong fire prevention education programme will be commencing this year ahead of the Fire Season. With inquiries already starting to be received.

An increase in off road vehicle activity has been noticed around railways and bush lands patrols have increased, concerns that potential incidents could rise with this type activity.

BRMC

Mitigation works and some community discussions on mitigation, will be underway over the next few months.

Audit program underway.

Captains have been consulted on any burns that need to be completed with burn plans distributed to the brigades for completion.

HEALTH

Nothing to report

7.2 WA POLICE FORCE – SC CRAIG TESTER

An increase in hoon activity, this has been raised at a district level. Targeted hotspots including remote areas are being considered for surveillance

7.3 BUSHFIRE BRIGADES – CBFCO NORM HANDASYDE

Average amount of fire over the winter period.

A resource fire truck from Kendenup 3.4 was placed in Narpyn brigade for the summer period with the high season fleet fast attack (Land Cruiser) issued to Narpyn was held over at the Kendenup Brigade.

Looking at a similar case this year to include one of Perillup's appliances going to Rocky Gully as they have the numbers to manage an extra truck.

7.4 MB VOLUNTEER FIRE AND RESCUE – KATHLEEN WESTERN

Taken part in community engagement with;

The Empowering Plantagenet Seniors group to educate them on the new Fire Danger Rating System, an overview of a bushfire preparation toolkit and a demonstration on fire extinguishers and fire blankets.

While at the Mount Barker Community College, students were taught about home safety, dos and don'ts in the home what the fire fighters personal protective clothing looks like and then a squirt of the hose.

There was a great response and success from both groups.

7.5 ST JOHN AMBULANCE

7.5.1 COMMUNITY PARAMEDIC – DAVID RAE

Nothing significant to note for the LEMC from me.

However, as discussed on Tuesday night, I would like to ask the question regarding ownership of the radio tower that hosts SJA equipment.

The Subcentre have been informed by Bevan Lang that the tower is at end of life and needs to be replaced. He is gauging interest in contributing to its replacement.

Do the Shire or any LEMC members know have more information on this?

Answer – Cr L Handasdye – this is a shire asset.

Action – Cr Handasdye to bring this to the attention of the council.

7.5.2 MOUNT BARKER SUB-CENTRE – JAN WILLIAMSON

Two new volunteers have joined the sub-centre.

Two ambulances are up for replacement and have been ordered.

Communication in the ambulances are currently services by 3G technology and will be updated to 4G.

A grant from the Bendigo Bank with the remainder of the funds from Mount Barker St John facilitated students from the Mount Barker Community College to undertake their first aid certificate.

2022-2023 Saw the Sub-Centre attend to 805 call to assist the community.

7.5.3 ROCKY GULLY SUB-CENTRE – ALIDA PARKE

One new volunteer applied and has been welcomed.

With thanks to Mount Barker Sub-Centre for a loan our new ambulance has arrived.

The grounds of the sub-centre will be having an upgrade.

7.6 STATE EMERGENCY SERVICE – KIRSTEN BEIDATSCH

Apology

7.7 DEPARTMENT OF FIRE & EMERGENCY SERVICES**7.7.1 DISTRICT OFFICER – DEREK JONES**

1. Region is focussing efforts on preparations for season ahead. - Series of regional exercises for upskilling staff;
- Offers out to LG BFBs for desktop exercise ahead of season;
 - Community engagement sessions; and
 - Training

Action – Do Jones to prepare a desktop exercise for the Captains and Chiefs.

2. Season forecast to be drier and longer than recent years.
- Some parts of south coast have received ample rain so wet in parts.
 - Seeing spring troughs with associated change in weather making an appearance already.
3. Public Warnings – continue to be systemic focus.
- Requires a warning zone to be mapped.
 - Staff can assist.
 - Emergency WA website continues to be upgraded.
 - COVID Safety APP – recommended.
4. ICV – is available to assist at larger jobs.
- Request through RDC 1800 314 644
 - 1 Hour lead time + travel + 30 min set up.
5. ACH - Update

7.7.2 DISTRICT EMERGENCY MANAGEMENT ADVISOR - CHARLOTTE POWIS

Apology

7.8 PLANTAGENET/CRANBROOK HEALTH SERVICE – JULIE HOLLINGWORTH

Apology

7.9 DEPARTMENT OF PRIMARY INDUSTRIES AND REGIONAL DEVELOPMENT – KELLY HILL

Crops across the region are at different stages, due to the rain, and may cause a prolonged harvest season.

Effect from this is protecting crops that are late coming off from fire.

7.10 DEPARTMENT OF BIODIVERSITY CONSERVATIONS AND ATTRACTIONS**7.10.1 ALBANY DISTRICT – VINCE HILDER**

Albany have recorded a wet June but a drier July and August.

A burn is planned for Autumn in the SW of the Porongurup Range.

A second ranger to be recruited for the Stirlings.

There has been a lot of changes staff wise in the Albany office with a lot of experience going and new blood coming in.

The water bombers will be starting mid December, with bomber training now underway.

Porongurup and Stirling Range fire mitigation meetings coming up.

Large Air Tankers (LATs) will be on line again this year.

7.10.2 FRANKLAND DISTRICT – NIKKI ROUSE / TRISTAN FARMER

Fire Mitigation

The Frankland District Burn Options Program 2023-24 has been approved and will soon be available to view on the Parks and Wildlife Service website at the following link:

<https://www.dbca.wa.gov.au/management/fire/prescribed-burning/burn-options-program>

Burn ID/Name	Area (hectares)	Location
FRK_020 Pardelup Nature Reserve	311	20km WSW of Mt Barker
FRK_037 Pardelup	2,613	30km WSW of Mt Barker
FRK_086 Clear Hills	9,344	40km WSW of Mt Barker
FRK_094 Sheepwash	7,798	15km SW of Mt Barker

Maps attached.

Fire Response

Eight Frankland District employees have completed deployments to Canada to assist with large international wildfire response.

Fire Resource Availability

Frankland District fire roster commences from 5th October (Warren Region after hours contact will be available until the roster commences on 0437 692 518).

Seasonal firefighting crews commence 2nd October.

Aerial surveillance will be commencing from October and Mt Frankland fire tower from December.

Visitor Services and Management

Request other agencies please notify DBCA of any incident they attend on DBCA estate.

7.11 EDUCATION DEPARTMENT – EVACUATION CENTRE – ANDREW FRASER

Apology

7.12 DEPARTMENT OF COMMUNITIES – JODIE POLLARD

Preparation for the high threat period is well underway.

Extensive audits on the evacuation centres currently happening.

Welfare plans under review.

New acquisition of a trailer to accommodate extra resources around the region.

7.13 RED CROSS – CHRIS WALSH**7.14 OTHERS****8 EXERCISE INFORMATION****8.1 EXERCISE**

FURPHY

Is set for Wednesday 13 September 2023 starting at 10.00am in the chambers, that's next week.

Most will be available.

The Hazard Management Agency (HMA) will be multiple organisations being involved, and will be determined pending what the threat/incident is.

8.2 POST EXERCISE REPORT**9 GENERAL BUSINESS**

The committee thanked the volunteers that assisted with Canada's wild fires. Your commitment is very much appreciated.

Cr Handasyde thank the committee for the last two years as chair. This may change with the local government elections coming up and a new chair could be appointed.

10 NEXT MEETING

Meeting dates 10.00am, Thursday

- 7 December 2023
- 7 March 2024
- 6 June 2024

11 CLOSURE OF MEETING

Meeting closed at 10.44am

12 ACTION SHEET

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		
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. To be brought 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		

13 CONTACT LIST

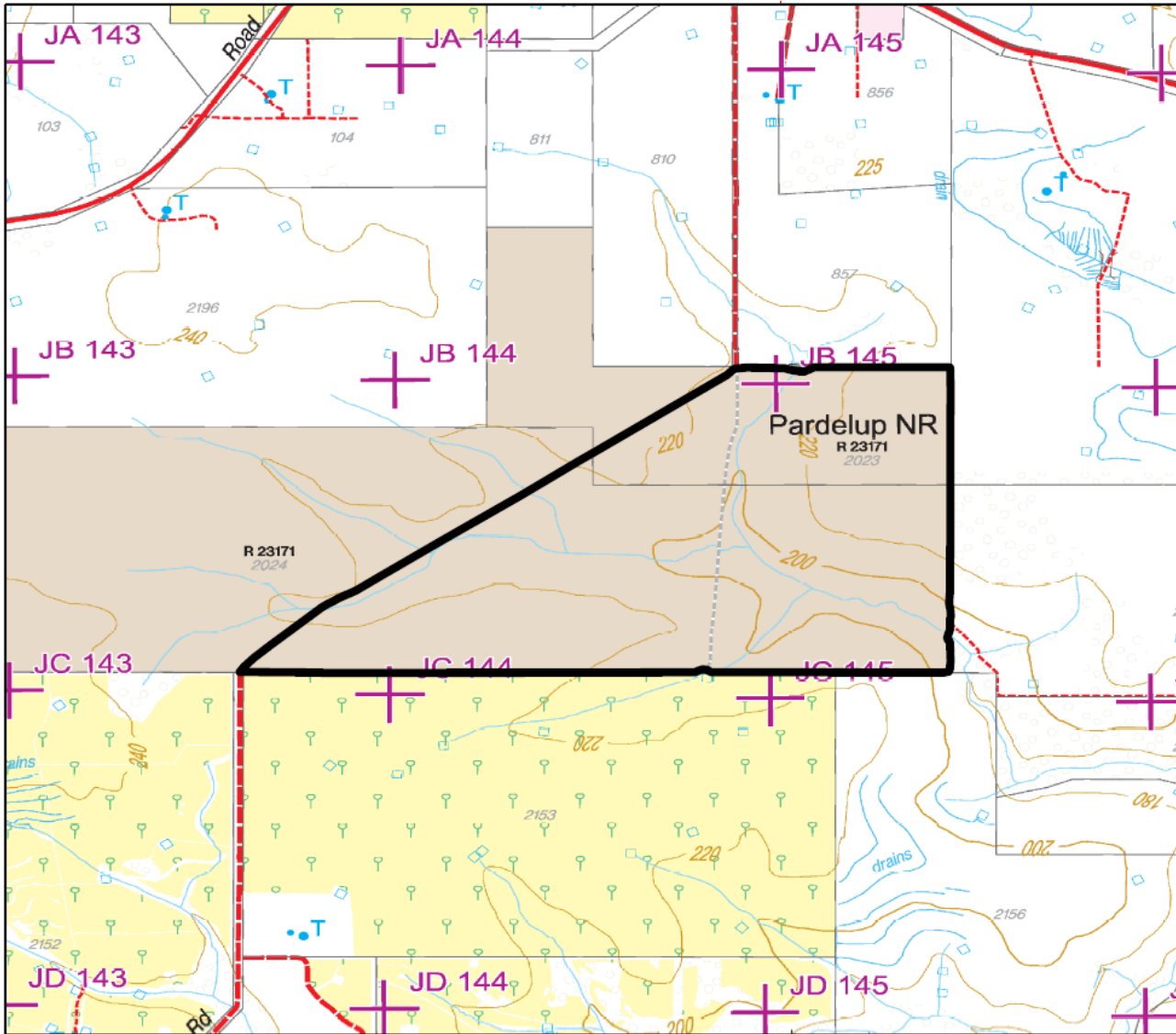
CONTACT DETAILS AND KEY STAKE HOLDERS

LEMC Members

MEMBER	ORGANISATION	NAME	PHONE	EMAIL
1	DPIRD	Department of Primary Industry and Regional Development	Ms Kelly Hill	0417 837 983 kelly.hill@dpird.wa.gov.au
2	DOC	District Emergency Services Officer	Ms Jodie Pollard	0403 906 639 Jodie.pollard@communities.wa.gov.au
3	DOJ	Superintendent – Pardelup Open Prison	Supt Jodi Miller	Jody.miller@justice.wa.gov.au
4	DFES	District Officer	Mr Derek Jones	0439 384 954 derek.jones@dfes.wa.gov.au
5		District Emergency Management Advisor	Ms Charlotte Powis	0418 802 762 charlotte.powis@dfes.wa.gov.au
6	DBCA-FD	Frankland District	Ms Nikki Rouse	0417 173 633 nikki.rouse@dbca.wa.gov.au
7		Albany District	Mr Vince Hilder	0429 200 858 Vince.hilder@dbca.wa.gov.au
8	MBCC	Mount Barker Community College	Mr Andrew Fraser	0439 431 683 andrew.fraser@education.wa.edu.au
9	RC	Red Cross	Mr Chris Walsh	0439 144 774 cswalsh@redcross.org.au
10	SOP	Council Representative - Chair	Cr Len Handasyde	0417 097 699 cr.handasyde@sop.wa.gov.au
11		Deputy Council Representative	Cr Sue Etherington	0417 949 081 cr.etherington@sop.wa.gov.au
12		Community Emergency - Services Manager	Mr Mike Barnes	0447 091 159 cesm@sop.wa.gov.au
13		Executive Manager Works and Services	Mr Kevin Hemmings	0417 181 532 mws@sop.wa.gov.au
14		Bush Fire Risk Mitigation Coordinator	Ms Vic Holloway	0492 170 500 brmc@sop.wa.gov.au
15		Environmental Health Officer	Ms Elizabeth French	0448 182 245 env@sop.wa.gov.au
16		Senior Ranger: Shire	Mr Jason Rutter	0419 042 237 ranger@sop.wa.gov.au
17	SES-MB	Mount Barker State Emergency Service	Ms Kirsten Beidatsch	0417 904 059 mtbarker.ses@gmail.com
18	SJA-MB	St John Ambulance – Mount Barker	Ms Jan Williamson	0424 089 591 Mtbarker.chair@Stjohnwa.com.au
19	VBFS	Chief Bush Fire Control Officer	Mr Norm Handasyde	0417 945 773 norm@amuricreekfruit.com.au
20	VFRS-MB	Mount Barker Volunteer Fire & Rescue Service	Ms Kathleen Western	0438 775 527 kathleenjwestern@gmail.com
21	WACHS	Department of Health	Ms Julie Hollingworth	0428 481 201 julie.hollingworth@health.wa.gov.au
22	WAPF	Western Australian Police Force – Deputy Chair	SGT Wayne Byram	0429 838 501 Wayne.byram@police.wa.gov.au

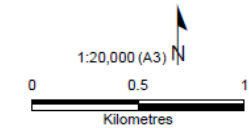
INCIDENT SUPPORT GROUP CONTACT LIST – LEMC plus;

OPTIONAL		ORGANISATION	NAME	PHONE	EMAIL
23	ARC	Arc Infrastructure	Mr Craig Andrew	0427 478 833	craig.andrew@arcinfra.com
24	CRC	Community Resource Centre	Mr Jono Wesley	0427 562 247	barker.baptist@gmail.com
25	DOE - KPS	Department of Education - Kendenup Primary School	Mr Michael Cuneo	08 9851 4168	kendenup.PS@education.wa.edu.au
26		Department of Education - Kendenup Primary School	Mr Clive Reardon	08 9851 4168	kendenup.PS@education.wa.edu.au
27	DOH	Department of Health			
28	DOJ	Deputy Superintendent – Pardelup Prison	Ms Jodi Miller		Jodi.miller@justice.wa.gov.au
29		Security Manager – Pardelup Prison	Mr Mark Tester		mark.teste@justice.wa.gov.au
30	MRWA	Main Roads Western Australian	Mr Brad Lenton	0417 910 662	brad.lenton@mainroads.wa.gov.au
31		Main Roads Western Australian	Mr Rhys Skipper	08 9892-0517	rhys.skipper@mainroads.wa.gov.au
32	MBCOOP	Mount Barker Coop	Mr Gary Tempany	0428 454 440	ceo@mtbarkercoop.com.au
33	SES-MB	Mount Barker State Emergency Service	Mr Ian Foote	0447 009 287	footeian@hotmail.com
34	SJA-RG	St John Ambulance – Rocky Gully	Ms Alida Parke	0438 482 760	Rockygully.Vicechair@stjohnwa.com.au
35	SOP	Chief Executive Officer - Shire	Mr Julian Murphy	0424 149 626	ceo@sop.wa.gov.au
36	WC	Water Corporations	Mr Peter Gray	0438 998 601	peter.gray@watercorporation.com.au
37	WP-FS	Western Power - Field Supervisor	Mr		@westernpower.com.au



Pardelup Nature Reserve
FRK_020

Legend
Burn Options program 2023/2024



Coordinate System: GCS GDA 1994 Datum: GDA 1994



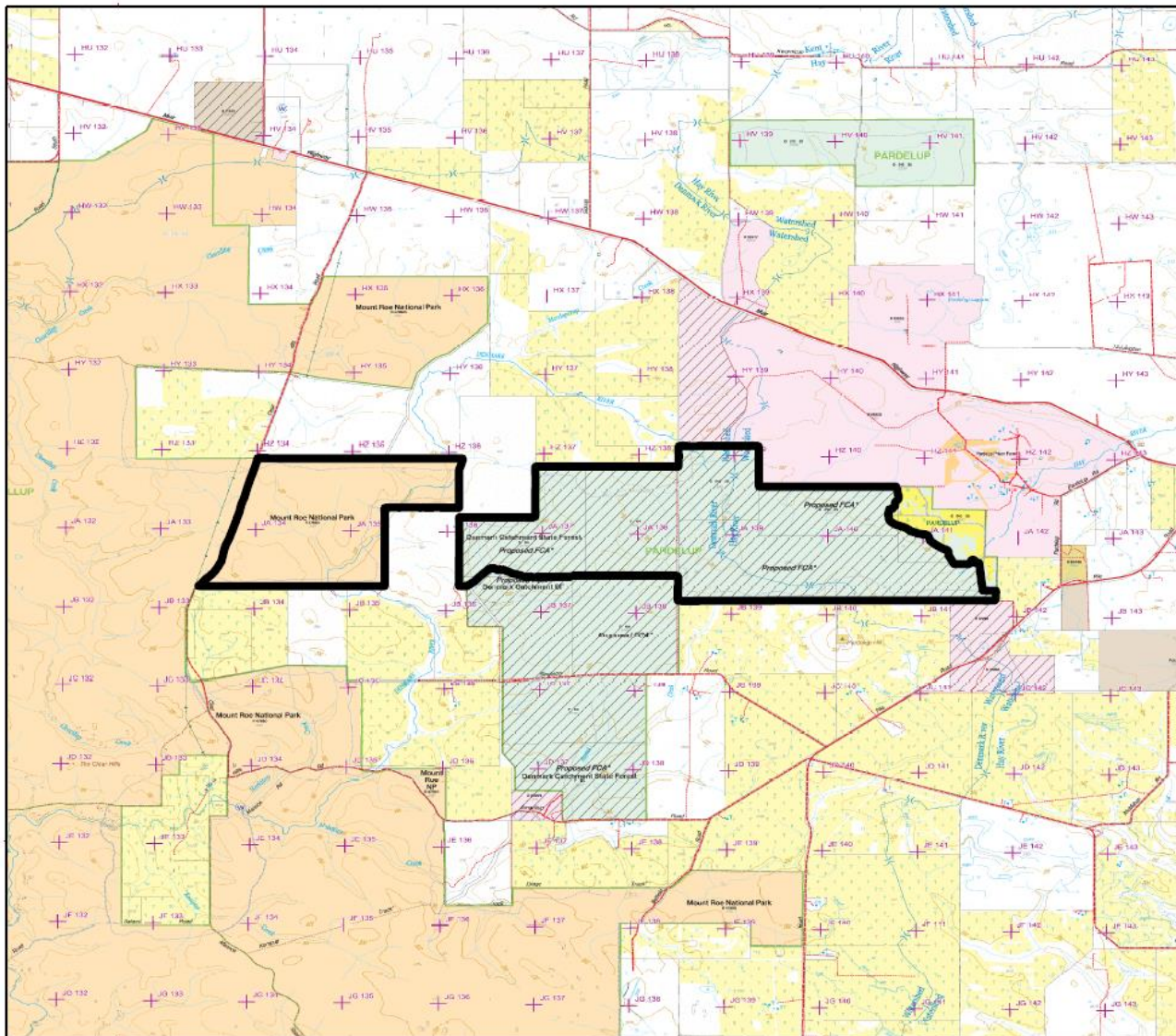
Graticule shown at 1 degree intervals
Grid shown at 100000 metre intervals

Roads and tracks on land managed by Department of Biodiversity, Conservation and Attractions may contain unmarked hazards and their surface condition is variable. Exercise caution and drive to conditions on all roads.

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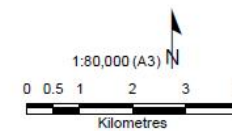




Pardelup
FRK_037

Legend

 Burn Options program 2023/2024



Coordinate System: GCS GDA 1994 Datum: GDA 1994



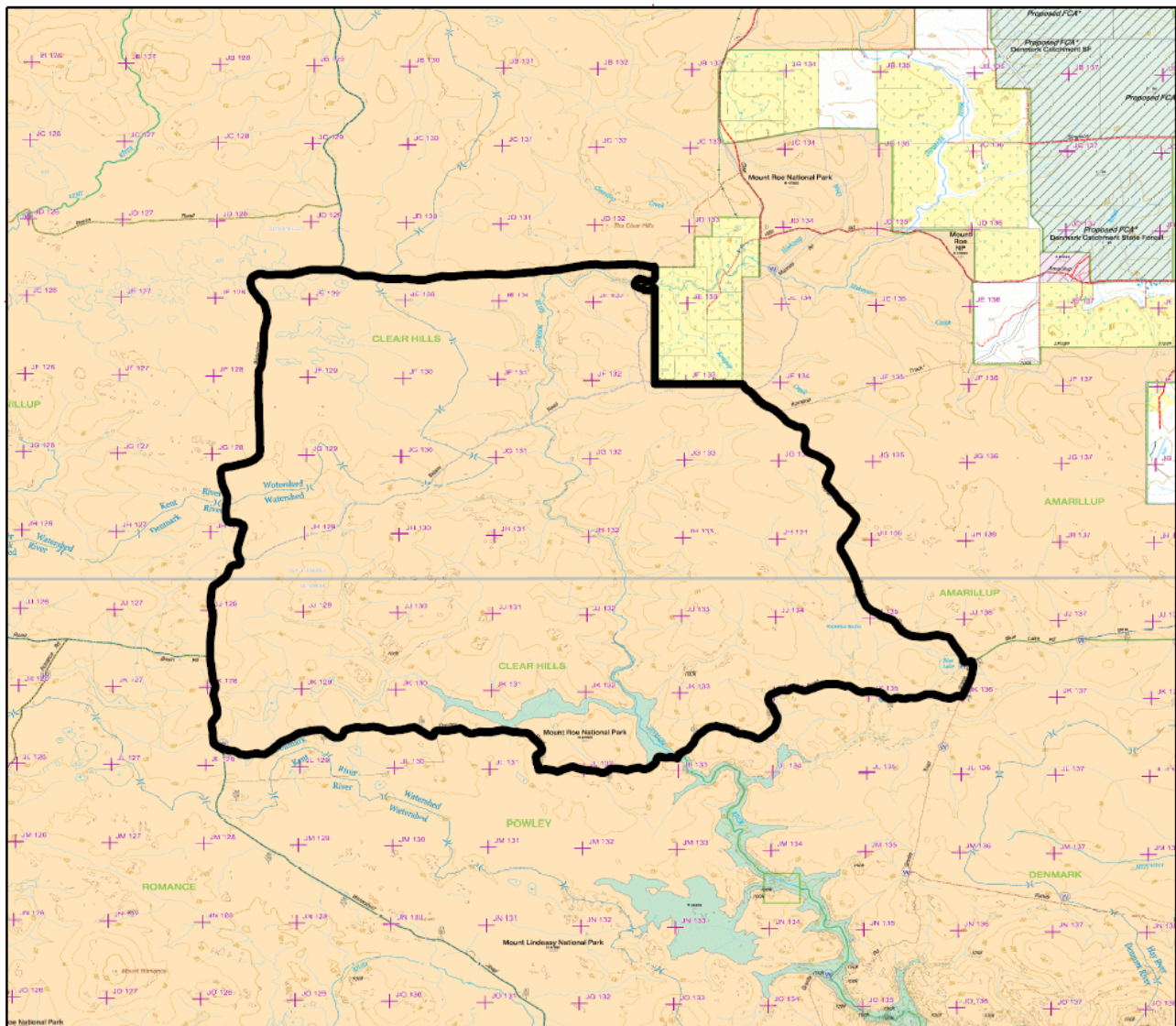
Graticule shown at 1 degree intervals
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Clear Hills
FRK_086

Legend

 Burn Options program 2023/2024

1:80,000 (A3)
0.25 1 1.5 2 2.5
Kilometres

Coordinate System: GCS GDA 1994 Datum: GDA 1994



Graticule shown at 1 degree intervals
Grid shown at 100000 metre intervals

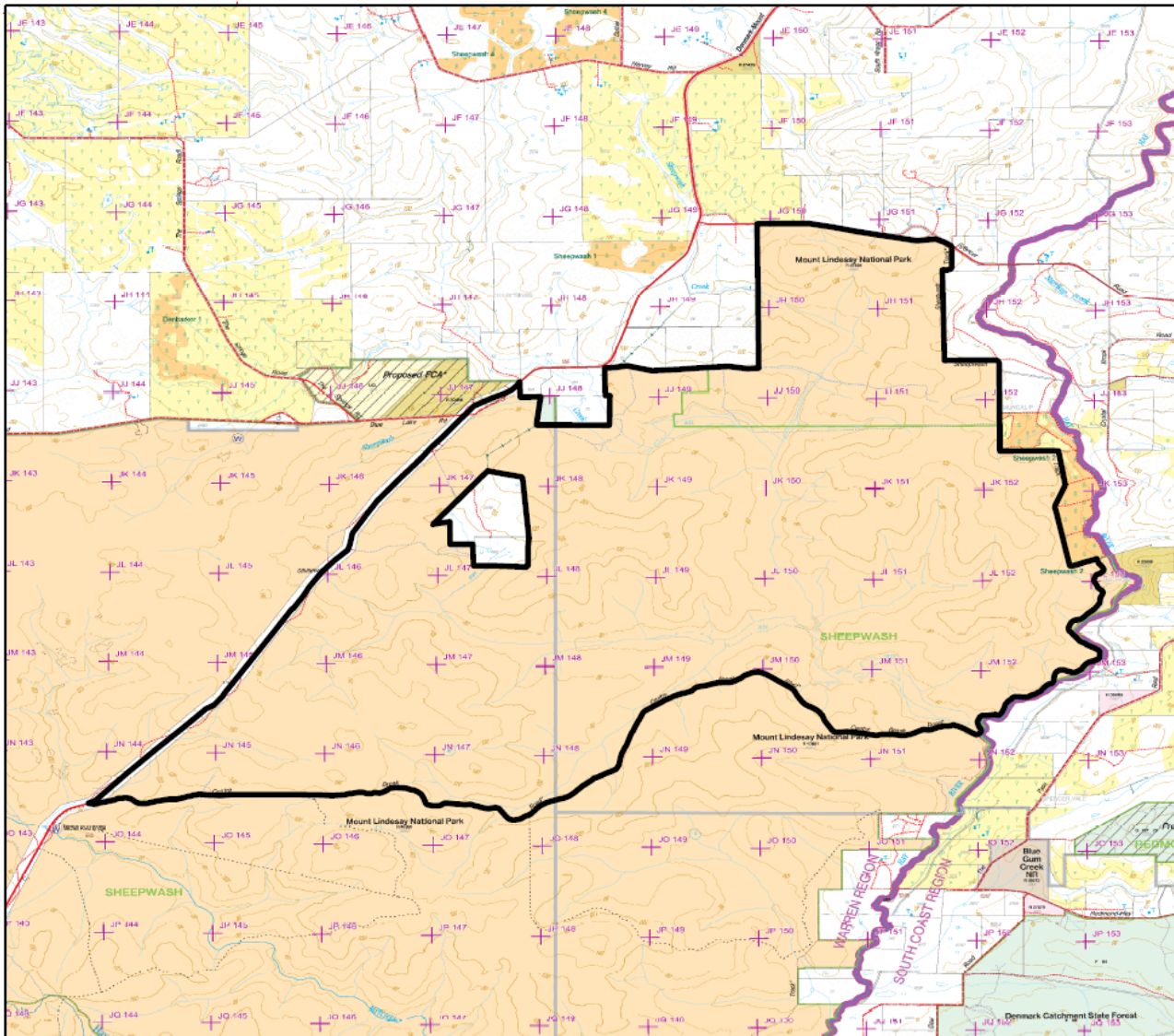
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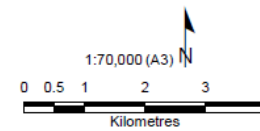
Department of Biodiversity,
Conservation and Attractions



Sheepwash North
FRK_094

Legend

 Burn Options program 2023/2024



Coordinate System: GCS GDA 1994 Datum: GDA 1994



Gridline shown at 1 degree intervals
Grid shown at 100000 metre intervals

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