



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's district.

Meeting of the Local Emergency Management Committee to be held in the
Council Chambers, Lowood Road, Mount Barker WA 6324
10.00am on Wednesday 6 March 2024


Julian Murphy
CHIEF EXECUTIVE OFFICER

Committee Members:

Cr J Oldfield, Cr W Sheard (Deputy) (Resolution No. 168/23), Mr K Hemmings, Mr M Barnes, Ms K Wise, Mr J Rutter, Sgt D Swain, Ms S Austin, Ms N Rouse, Mr V Hilder, Ms J Hollingworth, Ms K Hill, Mr C Walsh, Mr N Handasyde, Ms K Western, Ms K Beidatsch, Ms C Powis, Ms J Williamson, Ms A West (Resolution No 175/21)

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Presiding Member **Cr Jon Oldfield**

Deputy Presiding Member **Sgt David Swain**

Membership Quorum (9)

Cr Jon Oldfield	Council Representative
Cr Warren Sheard	Council Representative (Deputy)
Mr Kevin Hemmings	Executive Manager Works and Services
Mr Mike Barnes	Community Emergency Services Manager
Ms Kellee Wise	Principal Environmental Health Officer
Mr Jason Rutter	Ranger
Sgt David Swain	Officer in Charge, Mount Barker Police
Ms S Austin (Acting)	Emergency Relief and Supporting Officer, Great Southern Region, Department of Communities
Ms Nikki Rouse	Department of Biodiversity Conservation & Attractions – Walpole District (West)
Mr Vince Hilder	Department of Biodiversity Conservation & Attractions – Walpole District (East)
Ms Julie Hollingworth	Department of Health
Ms Kelly Hill	Department of Primary Industry and Regional Development
Mr Chris Walsh	Red Cross, Mount Barker
Mr Norm Handasyde	Chief Bush Fire Control Officer
Ms Kathleen Western	Captain, Mount Barker Volunteer Fire & Rescue Service
Ms Kirsten Beidatsch	Mount Barker State Emergency Service
Ms Charlotte Powis	District Emergency Management Advisor, Department of Fire and Emergency Services
Ms Jan Williamson	St John Ambulance – Mount Barker
Ms Anique West	Mount Barker Community College - Evacuation Centre

1 DECLARATION OF OPENING / ANNOUNCEMENT OF VISITORS

10.00am The Presiding Member opened the meeting.

2 RECORD OF ATTENDANCE / APOLOGIES / LEAVE OF ABSENCEMembers Present

Cr Jon Oldfield	Council Representative
Cr Warren Sheard	Council Representative
Ms Anique West	Mount Barker Community College - Evacuation Centre
Ms Charlotte Powis	District Emergency Management Advisor, Department of Fire and Emergency Services
Ms Jan Williamson	St John Ambulance – Mount Barker
Mr Jason Rutter	Shire Ranger
Ms Sharon Austin	Acting Emergency Relief & Support Regional Officer
Ms Kelly Hill	Department of Primary Industry and Regional Development
Mr Kevin Hemmings	Executive Manager Works and Services
Mr Mike Barnes	Community Emergency Services Manager
Ms Nikki Rouse	Department of Biodiversity Conservation & Attractions - West
Mr Vince Hilder	Department of Biodiversity Conservation & Attractions – East
Sgt David Swain	Mount Barker Police

Staff

Mr Nathanael Taekema	Administration Officer, Works and Services
Ms Dahna Kleeman	Ranger

Observers

Mr Kevin Bransby	Mount Barker Volunteer Fire & Rescue Service
Mr Mark Tester	Department of Justice – Pardelup Prison
Mel Haymont	Community Preparedness Advisor
DO Derek Jones	Department of Fire & Emergency Services

Apologies

Ms Julie Hollingworth	Department of Health
Ms Kirsten Beidatsch	Mount Barker State Emergency Service
Mr Norm Handasyde	Chief Bush Fire Control Officer
Mr Chris Walsh	Red Cross

3 CONFIRMATION OF MINUTES

Moved Mr Jason Rutter, Seconded Cr Warren Sheard

That the Minutes of the meeting of the Local Emergency Management Committee, held 7 December 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

See attached action sheet.

OUTSTANDING ACTION SHEET						
Item No	Date	Subject	Action Officer	Action	Date Completed	Initial
7.3 - 1			CBFCO	To bring up at ROAC for similar occurrences.	On Going	
7.3 - 2			Ranger	Interview the caller for accurate timings of the call and text messaging.	Dec 2023	JR
7.3 - 3	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 & 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.	Dec 2023	MB
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.	On Going	
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		Cr Oldfield	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 Oldfield to bring to the attention of Council.		

OUTSTANDING ACTION SHEET						
Item No	Date	Subject	Action Officer	Action	Date Completed	Initial
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.		

6 STANDARD AGENDA ITEMS**6.1 CONFIRMATION OF CONTACT DETAILS AND KEY STAKE HOLDERS**

A sign in sheet is at the entrance for any changes to details.

6.2 POST MAJOR INCIDENT REPORTS

A debrief has taken place on the Green Range fire which occurred in Albany on 29 February 2024 - awaiting the outcome of this report.

There is a local review with the north east sector on 6 and 7 March 2024.

6.3 LOCAL EMERGENCY MANAGEMENT ARRANGEMENTS (LEMA)

Mr Barnes advised the LEMA will be ready around the end of May 2024.

6.4 FUNDING NOMINATIONS AND APPLICATION PROGRESS**LOCAL GOVERNMENT GRANT SCHEME**

The Local Government Grant Scheme (LGGS) - Fund for Capital Fleet Grants application has been submitted.

The LGGS operational grant is under way for submission by the end of March 2024.

Several brigades have applied to Western Power Grants for Bushfire Brigades – waiting on the outcomes.

All LGGS capital funding applications went through successfully in November 2023. The single and dual cab, and a fast attack (Landcruiser) were approved.

LGGS Operational applications need to be in to DFES by the end of March 2024.

Western Power Grants have been released and some brigades have applied for items such as Thermal Imaging Cameras (TIC) and electric motors for shed doors.

MITIGATION ACTIVITY FUND

Ms Holloway has taken a leave of absence for six months. A replacement is currently being recruited.

6.5 ISSUES FROM/TO THE DISTRICT EMERGENCY MANAGEMENT COMMITTEE (DEMC)

Nil.

7 AGENCY REPORTS**7.1 SHIRE OF PLANTAGENET**

Mr Hemmings reported as follows.

CESM

Training is soon to be under way with a few courses being promoted in March and April.

Kendenup BFB's 3.4 Urban Tanker and the Porongurup BFB Light Tanker (fast attack) have been approved for replacement in 2024/25.

Kendenup have received a high season Light Tanker (fast attack) from DFES, which is due to be returned around mid-April. The 4.4-2 appliance will be at Narpyn BFB shed until the high season fast attack is returned.

An incident occurred at a property in the Narrikup area where a heavy machine reversed into a fire truck. There were no physical injuries and minimal damage to the truck. An investigation is underway.

Ranger

The western zone fire mitigation inspections are complete. Education to non-compliant properties was provided and repeat offenders were issued infringement notices.

Random inspections of blue gum plantations have been conducted. Most companies were compliant with some boundary fire breaks still needing some attention.

Rangers are investigating all bush fires to ascertain the origin of the fire and if there were any breaches of the Bush Fires Act. Several infringement notices have been issued.

Off road vehicles in reserves have decreased over the last few months.

Ranger services now wear body cameras.

BRMC

Ms Holloway is on leave and the position is currently being advertised.

The acquittal for the 2022/23 Mitigation Activity Funded (MAF) works have been submitted to DFES.

Health

The Environmental Health Officer (EHO) has been using social media to provide information about how to prepare and manage for periods of extreme heat.

Messaging included:

- Potential health impacts of elevated temperatures
- Preparing for a heatwave
- Managing during a heatwave
- How to stay healthy after a heatwave
- People at risk
- Information for carers.

7.2 WA POLICE FORCE

Sgt Swain is the new OIC and the Mount Barker Police Station and commences officially on Friday 29 March 2024.

He advised that two staff vacancies were recently filled. He also highlighted the lack of staff and the request to neighbouring regions to assist with the workload.

7.3 BUSHFIRE BRIGADES

No report was provided.

7.4 MOUNT BARKER VOLUNTEER FIRE AND RESCUE

In the absence of Ms Western, Mr Bransby reported that five new members have been recruited to the service.

Additional training is to be conducted at the school, the IGA, the hospital and the pool. Breathing apparatus training is to be part of this.

A new radio has arrived, which will improve communications.

7.5 ST JOHN AMBULANCE

7.5.1 COMMUNITY PARAMEDIC

No report was provided.

7.5.2 MOUNT BARKER SUB-CENTRE

Ms Williamson advised that chairs from the 13 operating sub-centres in the region are attending a meeting to be hosted by the Mount Barker branch.

All volunteers must pass their annual scope of practice to maintain accreditation.

Two new ambulances (vans) are on order with hydraulic stretchers. They are due to arrive in the next month or two. Vans have a life span of 10 years.

7.5.3 ROCKY GULLY SUB-CENTRE

No report was provided.

7.6 STATE EMERGENCY SERVICE

No report was provided.

7.7 DEPARTMENT OF FIRE & EMERGENCY SERVICES

7.7.1 DISTRICT OFFICER

The following report was provided by Mr Jones.

1. Summer Update

The need to scale up early has been evident.

One fatality – Shire of Esperance. Still under investigation.

Some staff changes have occurred in the office as follows:

- New DEMA (previously Adam Smith) – Charlotte Powis
- New Community Preparedness Advisor – Mel Haymont
- A/Superintendent – Mark Feast (~end of March)
- A/Area Officer Rural – Brendan Gordon (TBA)
- Training support/volunteer management support – internal shuffle.
- Closing major highways has been a challenge due to traffic leaks via google reroutes. Martagallup Road etc.

2. Public Warnings & Information

Key component and responsibility of incident controller.

Road closures on major highways have been a challenge. Google is an issue.

SMS messages, WhatsApp etc – these do not get through to the passing traveller.

Emergency WA is being updated.

Website receiving a facelift – including posting updates regarding road closures and power outages.

3. Fire Weather Districts & Autumn Burning

Implemented 1 September 2022.

AFDRS ongoing review.

Hosted an online discussion forum for CBFCO & FWO to outline process to allow burning safely.

Planned ROAC sharing of what did/did not work in April.

TFB process being reviewed now.

When in high fire danger rating all burning permits are postponed. Fire rating still under review.

4. Mitigation Plans - Update

Narrakup meeting Saturday – discuss mitigation of block in town – initial mulch then prescribed burn in Spring (TBC)

Narrakup SW of town.

Narrakup Oval – completed Sept/Oct last year.

DFES continues to fund mitigation works within gazetted townsites to reduce risk to community.

Intense heatwaves have led to extended power outages in Kalgoorlie, which has affected vulnerable people and local stores. Actively looking for ways to work in these situations when we do not have access to our normal towers and phones.

City of Albany reported three cases of arson in town. If the origin of a fire doesn't make sense, collate all relevant information, and consider getting the police involved for an investigation.

7.7.2 DISTRICT EMERGENCY MANAGEMENT ADVISOR

Ms Powis has taken over from Adam Smith. Charlotte supports 27 local governments in Emergency Management.

Funding opportunities that are currently available are:

- Backup power supplies for evacuation centres
- Water tanks
- Community engagement.

This round of funding closes on 20 March with three more rounds to follow.

SEMC has a dedicated grants officer. If issues cannot be resolved at a local level, the applicants should consider raising them to the state level (SEMC).

SEMC are working on a paper to accelerate how to adapt to climate change.

See Attachment One.

7.8 PLANTAGENET/CRANBROOK HEALTH SERVICE

Ms Hollingworth was an apology.

She did report that Emergency Code Yellow and Code Brown desktop exercises are scheduled for March 2024.

7.9 DEPARTMENT OF PRIMARY INDUSTRIES AND REGIONAL DEVELOPMENT

European wasps have been discovered in the Napier Area for the first time in 20 years. These wasps are a pest and must be eradicated. Please keep a lookout for them and report sightings to DPIRD via the My Pest Guide App. European Wasp identification tips are as follows:

- Black antennae (unlike the yellow antennae of native wasps)
- Tend to nest in the ground
- Fond of dog food and meat.

7.10 DEPARTMENT OF BIODIVERSITY CONSERVATIONS AND ATTRACTIONS

7.10.1 ALBANY DISTRICT

Mr Hilder reported that the region is experiencing one of the driest years on record. This will have flow on effects for bushfires, particularly dry vegetation.

Albany District has had 23 deliberately lit fires. Please consider speaking to the RDC or Police regarding fires when the origin is unknown. The Green Range fire was deliberate.

Staff recruiting has been going well. Nearly fully staffed. Have had a new ranger start in the Stirling Ranges, making it fully staffed for the first time in three years.

7.10.2 FRANKLAND DISTRICT

Ms Rouse reported that 2 water bomber activations were held recently. Walpole Airstrip was used for repairing wing water bomber loading. Kangaroos were on the runway whilst aircraft were taking off or landing. In both situations there was no incident, but the potential for accident was high.

To minimise the chance of an aircraft / animal close encounter, all fixed wing aerial fire suppression operations will operate under a curfew system, with the acceptable span of operation between 0900 and 1500 hours only.

If reloading operations are still required post this time, the bombers are to reload out of the next closest available base (Denmark, Manjimup or Ferngrove).

DBCA Frankland are aware of this problem, are actively deterring animals from the airstrip, and will be submitting a grant application for the installation of full perimeter fencing around the airstrip. However, this will not be completed for the remainder of the 2023/24 fire season.

The Fire tower is operating during the prohibited season and its use has been extended through to the end of March.

7.11 EDUCATION DEPARTMENT

7.11.1 MBCC AND EVACUATION CENTRE

No report was presented.

7.11.2 KENDENUP PRIMARY SCHOOL

No report was presented.

7.12 DEPARTMENT OF COMMUNITIES

Ms Austin reported that Camp Quaranup was recently evacuated - 16 people and six families were involved.

Heatwaves contributed to an extended power outage in Kalgoorlie. Resources were sent from Perth to Kalgoorlie to help and a centre was set up with power and air conditioning.

The coordinator position which has recently been advertised is still to be filled.

See Attachment Two.

7.13 RED CROSS

No report was presented.

7.14 PARDELUP PRISON

Mr Tester reported that a newly acquired tanker is on site and in place near the operations centre during high fire threat periods. Training is limited as the prisoners cannot fight fires, however, they can help with the clean up afterwards.

Pardelup prison have received a Fast Attack from Albany Prison which will be deployed at neighbouring properties.

7.15 OTHERS

Nil.

8 EXERCISE INFORMATION

8.1 EXERCISE

Mr Barnes advised that one exercise has been completed this year. He is planning another to take place in 2024/25. Please email him with ideas for the theme of the exercise.

Ms Powis advised she can provide support and templates.

8.2 POST EXERCISE REPORT

Nil.

9 GENERAL BUSINESS

Community Preparedness Advisor

The new Community Preparedness Advisor from DFES is Mel Haymont. Ms Haymont has a bush fire background and is here to offer community engagement support to the Shire of Plantagenet.

Cr Jon Oldfield highlighted that Kendenup residents lack education in safe evacuations.

Ms Haymont advised she could provide education which could include exercises and scenarios such as blocked roads, mapping etc

Shire Ranger Support

Mr Rutter announced that Ms Kleeman is providing relief and support to Shire ranger activities.

Submission of Reports

Mr Hemmings requested that all LEMC reports are submitted to Mr Barnes three weeks prior to the meeting.

10 NEXT MEETING

Future meeting dates are as follows:

- Thursday 6 June 2024
- Thursday 5 September 2024
- Thursday 5 December 2024
- Thursday 6 March 2025
- Thursday 5 June 2025.

11 CLOSURE OF MEETING

10.46am The Presiding Member closed the meeting.

Presiding Member

Date

12 CONTACT LIST

MEMBER	ORGANISATION	NAME	PHONE	EMAIL
1	Albany District	Mr Vince Hilder	0429 200 858	Vince.hilder@dbca.wa.gov.au
2		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	Ms Sharon Austin	0476 060 263	sharon.austin@communities.wa.gov.au
6	Kendrup Primary School	Ms Heather Fergie	08 9851 4061	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	Mr Chris Walsh	0439 144 774	cswalsh@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	Arc Infrastructure	Mr Craig Andrew	0427 478 833 craig.andrew@arcinfra.com
24	CRC	Community Resource Centre		barker.baptist@gmail.com
25	DOE - KPS	Department of Education - Kendenup Primary School	Mr Michael Cuneo	kendenup.PS@education.wa.edu.au
26		Department of Education - Kendenup Primary School	Mr Clive Reardon	kendenup.PS@education.wa.edu.au
27	DOH	Department of Health		@health.wa.gov.au
28	DOJ	Deputy Superintendent – Pardelup Prison	Mr David Patterson	david.patterson@justice.wa.gov.au
29		Security Manager – Pardelup Prison	Mr Mark Tester	mark.tester@justice.wa.gov.au
30	MRWA	Main Roads Western Australian	Mr Brad Lenton	brad.lenton@mainroads.wa.gov.au
31		Main Roads Western Australian	Mr Rhys Skipper	rhys.skipper@mainroads.wa.gov.au
32	MBCOOP	Mount Barker Coop	Mr Gary Tempany	ceo@mtbarkercoop.com.au
33	SES-MB	Mount Barker State Emergency Service	Mr Ian Foote	footeian@hotmail.com
34	SJA-RG	St John Ambulance – Rocky Gully	Ms Alida Parke	Rockygully.Vicechair@stjohnwa.com.au
35	SOP	Chief Executive Officer - Shire	Mr Julian Murphy	ceo@sop.wa.gov.au
36	WC	Water Corporations	Mr Peter Gray	peter.gray@watercorporation.com.au
37	WP-FS	Western Power - Field Supervisor	Mr	@westernpower.com.au

ATTACHMENT ONE



GREAT SOUTHERN DISTRICT EMERGENCY MANAGEMENT ADVISOR REPORT Jan- Mar 2024

STATE NEWS

The last meeting of the State Emergency Management Committee (SEMC) was held on the 6 December 2023. SEMC Communiques can be found [here](#).

2024 SEMC MEETING SCHEDULE

- March 2024

STATE EMERGENCY MANAGEMENT DOCUMENTS

The SEMC has approved changes to the suite of State Emergency Management (EM) Documents within the State EM Framework. These changes include the development of an All-Hazards Restricted Access Permit System (RAPS) Guideline, a detailed review of the interim State Hazard Plan – Severe Weather, and a new State EM Risk Management Guideline.

In addition to the documents mentioned above, the following State EM documents have been amended:

- State EM Policy – Consequential amendments resulting from the new RAPS Guideline and Risk Management Guideline
- State EM Plan – Consequential amendments resulting from the new RAPS Guideline
- State EM Procedure – Consequential amendments resulting from the new Risk Management Guideline
- State EM Glossary – Consequential amendments resulting from the new Risk Management Guideline
- State Hazard Plan Fire – Consequential amendments resulting from the new Risk Management Guideline
- State EM Traffic Management in Emergencies Guideline – Consequential amendments resulting from the new RAPS Guideline.

These documents are now available on the [SEMC website](#).

The SEMC has approved and published two new State Emergency Management documents, the **State Support Plan – Emergency Relief and Support** and the **Local Emergency Management Committee Handbook**.

State Support Plan – Emergency Relief and Support

Several key changes were made to the Plan including;

- The change to terminology from 'welfare' to 'emergency relief and support' and welfare centre' to 'evacuation centres'.
- Greater clarity of the emergency relief and support services provided within the six functional domains.
- Greater clarity of Communities role in supporting Disaster Victim Identification services in respect to a major emergency.
- Greater clarity of Communities role as the State agency responsible for leading the social domain in the recovery phase of an emergency.



Please review your internal emergency management documents to reflect new terminology used within the Plan.

Local Emergency Management Committee Handbook and useful tools

The LEMC handbook provides local governments with a summary of the actions and best practice principles as required under section 38 – 40 of the *Emergency Management Act 2005*, State Emergency Management Policy, procedures, and guidelines.

The LEMC Handbook provides a summary of the WA emergency management arrangements, key roles, and responsibilities and best practice advice for the administration of LEMC.

The Handbook also includes sample LEMC Terms of Reference and Meeting Agenda templates, which can be downloaded from the [SEMC website](#).

Amendments to State Emergency Management documents

State EM Policy has completed consequential and statement of fact amendments to most of the State Emergency Management documents. The changes relate to:

1. The change in terminology from 'welfare' to 'emergency relief and support' and related terms following SEMC approval of the State Support Plan – Emergency Relief and Support.
Please note: While the amendments log provides an overview of all items that have been updated within the suite, a detailed log is not provided for each reference to these terms within the State EM Framework.
2. Consequential amendments to reflect the outcomes of the 2023 SEMC Subcommittee review, which came into effect 1 July 2023.
3. Consequential amendments to reflect the revised State EM Capability Framework, approved by SEMC on 4 October 2023.
4. Statement of fact amendments to correct minor issues raised by EM stakeholders and to improve accessibility, approved by the SEMC Executive Officer.

Details of the amendments are provided within the [October 2023 amendments list](#) on the SEMC website.

CONSULTATION REQUESTS

You can view all current consultations on the [Engage WA EM consultation homepage](#).

Release of the Emergency Management Sector Adaptation Plan (EM-SAP) Discussion Paper

The State Emergency Management Committee (SEMC) is developing the EM-SAP to support the Western Australian emergency management sector to accelerate climate change adaptation. The SEMC recognises the risks posed by climate change and is committed to delivering strong action to enhance the resilience of Western Australian communities and the emergency management sector.



The EM-SAP will represent a major part of the implementation of the Western Australian Climate Adaptation Strategy and fulfils SAP requirements under the *Climate Change Bill 2023*.

The purpose of the Discussion Paper is to invite you to have your say on the design and content of the EM-SAP. *Please note that the content of the Discussion Paper is proposed for consideration only and is intended as a starting point to stimulate discussion.*

Visit our dedicated engagement portal here: <https://engagewaem.com.au/wa-emergency-management-sector-adaptation-plan-discussion-paper>

The consultation period is open until COB Friday, 29 March 2024.

For further information about the project, email info@semc.wa.gov.au

Local Governments can find out how they can provide feedback by emailing em@walga.asn.au

DISTRICT NEWS

The last official meeting of the District Emergency Management Committee (DEMC) was held on the 18 October 2023, however two extraordinary meetings were held on the 18th and 19th January 2024 in relation to the significant power outages across the state. The next official meeting of the DEMC will be held on Tuesday 20 March 2024.

LOCAL NEWS

LOCAL EMERGENCY MANAGEMENT ARRANGEMENTS

Please check the due date for your five-yearly LEMA reviews and allow a minimum of six months to complete the LEMA review process. Funding opportunities are available to assist with LEMA reviews.

The Local Emergency Management Arrangements Review

The Improvement Program and implementation approach has now been finalised and endorsed by the SEMC at their December 2023 meeting. More information can be found at:

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

Given the timeframes of the program 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 DEMCs and LEMCs within the emergency management sector.

The review has occurred and was tabled at the December SEMC meeting. For more information go to:

<https://www.wa.gov.au/organisation/state-emergency-management-committee/review-district-and-local-emergency-management-committees>

GRANT PROGRAM UPDATES

The State Emergency Management Committee (SEMC) oversees the distribution of grant funding to support activities that reduce disaster risk and enhance WA's resilience to disasters.

Information on funding opportunities can be found [here](#).

Disaster Ready Fund (DRF) – NOW OPEN until 20 March 2024!

The [Disaster Ready Fund \(DRF\)](#) is an Australian Government initiative that will deliver up to \$200 million in funding over five years from 1 July 2023 to 30 June 2028, to fund projects that support natural disaster resilience and risk reduction.

DRF Round Two is currently open until and will close at 5pm AWST Wednesday 20 March 2024.

The Department of Fire and Emergency Services (DFES) is the Lead Agency for Western Australia. Western Australian applicants must submit their application to DFES via the [online application portal](#).

Please ensure you have read and understood the DRF [Round Two Guidelines](#) and reviewed the FAQs and Factsheets available on the [DRF website](#) before commencing your application.

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

EMERGENCY MANAGEMENT TRAINING OPPORTUNITIES

WALGA offer Emergency Management training for Local Government

Local Governments have an essential role in Emergency Management due to their legislated responsibilities and links to the community. The way emergencies are managed is critical to the safety and sustainability of communities, ensuring the effective functioning of the Local Government and their staff. WALGA offer Emergency Management training courses such as;

- Emergency Management Fundamentals
- Emergency Management Foundations for Local Government
- Emergency Management for Local Government Leaders
- Community Disaster Recovery



- Recovery Coordinators Course for Local Government

All of these courses are valuable in that they build connections and networks with members of other Local Governments across the State, further enhancing information sharing and building capacity.

Further information can be found [here](#).

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](https://www.wa.gov.au) website at this link: <https://www.wa.gov.au/organisation/state-emergency-management-committee>

Charlotte Powis
District Emergency Management Advisor
Great Southern

5 Mar 2024

ATTACHMENT TWO



Government of Western Australia
Department of Communities

Emergency Relief and Support

LEMC Background Information – 1st quarter 2024

ERS Capability Audit

- Department of Communities (Communities) recently engaged Nous Group to audit the capability and capacity of the Emergency Relief and Support (ERS) sector across Western Australia (WA) to ensure that it can meet the relief and recovery needs of WA people now and in the future.
- The project focused on establishing a baseline of how well equipped the State is to prepare for, respond to, and recovery from emergencies and critical events in the six functional areas of ERS that Communities is responsible for.
- The findings have presented valuable insights and opportunities to increase the current emergency relief and support services to respond during an emergency event more effectively.
- A new internal capability framework is being developed to assist with bridging some of the gaps identified from the audit.

Kimberley Floods

Overarching

- Following Ex-Tropical Cyclone Ellie in January 2023, the Fitzroy Valley experienced a 1-in-100-year flood event.
- Department of Communities continues to support Fitzroy Valley residents impacted by the January 2023 floods under the State Emergency Management arrangements, across Social and Built Recovery Domains.

Social Domain

- Department of Communities, Emergency Relief and Support Team leads the people component of Recovery, classified in the State Recovery Structure under the Social Domain.
- Department of Communities has undertaken preparedness activities to increase resilience of temporary accommodation infrastructure including:
 - Ensuring that all Humanihut accommodation in Bungardi and Tarunda are at the one-in-50-year flood level.

LEMC Background Information – 3rd quarter 2023-2024**Kimberley Floods**

- Working with Humanihut in the preparedness phase to strengthen evacuation procedures in Bungardi and Tarunda, and
- Supporting the transition of individuals in Phase 1 temporary accommodation into Phase 2 temporary accommodation or to return to their home.

Built Domain

- Department of Communities supports Government agency partners Main Roads WA and Department of Finance under the Built Domain.
- Department of Communities has established a housing works program to repair and rebuild flood damaged dwellings that are government-owned or managed or on Crown reserves managed by the Aboriginal Lands Trust or other management bodies.
- Department of Communities is supporting families whose homes require either major refurbishment or rebuild with transitional accommodation ahead of the wet season.
- Transitional accommodation includes more family friendly demountable accommodation that allows more space between families and is built to the 1-in-50-year flood level.
- Each transitional accommodation unit comprises a custom-built amenity module, a bathroom/bedroom module and a deck/veranda module. As of 30 August 2023, based on community consultation the Department of Communities is providing 44 transitional accommodation units across Bungardi, Darlingunaya, Loanbun, Burawa, Galeru Gorge, Kamparmi and Yurabi Road.

ERS new permanent structure

- Communities received sustained funding to enhance Emergency Relief and Support capacity across WA. The funding was critical to enable Communities to meet its legislated responsibilities under the State Emergency Management Arrangements.
- The changes will help improve service delivery, with a focus on additional resourcing to regions within WA.
- The ERS Directorate structure is comprised of three functional streams and ERS Executive Services:
- ERS Executive Services
- Stream 1 is responsible for Regional Response and Coordination
 - Immediate Response
 - Metropolitan and Regional Preparedness
 - Stakeholder engagement

ERS new permanent structure

- Regional Training
- Locally led Recovery
- Special Projects

- Stream 2 is responsible for Strategy and Capability
 - Capability Mapping, Intelligence and Reporting
 - Monitoring and Evaluation
 - Stakeholder Engagement and Specialist Practice
 - Training and Development
 - Recovery
 - National and State Level Committees
 - DRFA and Special Projects

- Stream 3 is responsible for Business Services
 - Human Resources including the coordination of Emergency Response Teams and Surge Workforce personnel.
 - Finance
 - Business Support and Administration
 - ERS Systems
 - Procurements, Grants, and Contracting
 - Logistics
 - Disaster Response Hotline
 - DRFA Acquittals

Local EM Information

- The Disaster Relief Hotline was operating during the power outages caused by storms in Great Southern/Wheatbelt and Goldfields in mid-January. The Hotline was available to anyone affected by the storms.
- There was an Emergency Fire in Albany on Monday 24/01 at Vancouver Peninsula, Albany. The fire caused sixteen people to be evacuated.
- Department of Communities Great Southern, had teams on standby if an evacuation centre was required to be opened, for the fire at Venns Road, Green Range. Six families self-evacuated, all families were contacted by The Department.