Local Emergency Management Committee (LEMC)
Minutes of Meeting 8 December 2021

Minutes of the Local Emergency Management Committee (LEMC) Meeting held in the Manjimup Emergency Services Collocation Building, at 46 Bath Street Manjimup on Wednesday 8 December 2021.

1. Declaration of Opening the Meeting

Shire of Manjimup, Chief Executive Officer, Andrew Campbell assumed the chair and declared the meeting open at 1.04pm.

ACKNOWLEDGEMENT OF COUNTRY
The Shire of Manjimup respectfully acknowledges the Noongar people as the Traditional Custodians of the lands in which we work throughout the region and we pay our respects to their Elders, past, present and emerging.

2. Attendance / Apologies

Present	
Voting	**Non Voting**
Andrew Campbell – CEO (**Chair)**	Nicole Favero - SoM
Todd Ridley - CESM	Stephen Burch – SoM (Proxy)
Cr Paul Omodei Arrived 1.11pm	Cr Denise Jenkins (Proxy) Left at 1.58pm
Brad Wren – DCBFCO (Proxy)	
Justine Kelly – WHS Arrived 1.05pm	
Vikram Cheema – DEMC Left at 1.58pm	
Isaac Rinaudo – Manjimup Police	
Gavin Barke – Pemberton Police	
Ian Guthridge - DPIRD	
Michelle Duxbury - DC Left at 1.58pm	
Apologies	
Leon Gardiner – DFES (Proxy)	Phil Schupp – DC (Proxy)
Gary Wilcox – St John Ambulance	Remo Pessotto – CBFCO

3. Declaration of Financial Interest – Nil

4. LEMC – Update of Distribution / Key Contact List

The distribution contact list was updated by all in attendance

5. Confirmation of Minutes of the General Meeting held on Wednesday, 17 March 2021.

Due to lack of quorum at last meeting was carried forward.

MOVED: Ian Guthridge **SECONDED:** Todd Ridley

"*That the confirmed Minutes of the General Meeting held Wednesday, 17 March 2021 be received as a true and correct record.*"

CARRIED 10 – 0

6. Council's Response to Minutes of the General Meeting held Wednesday, 17 March 2021.

COUNCIL RESOLUTION:

MOVED: Lawrence, K SECONDED: Dawson Vidovich, S

28450

That Council receive the unconfirmed minutes of the Local Emergency Management Committee (LEMC) Meeting held on the 17 March 2021 as shown at Attachment: 9.16.2(1).

ADOPTED BY EN BLOC RESOLUTION: 10/0

7. Confirmation of the informal notes of the Local Emergency Management Committee (LEMC) Meeting held on Wednesday, 23 June 2021.

MOVED: Todd Ridley **SECONDED:** Justine Kelly

"*That the informal notes of the Local Emergency Management Committee (LEMC) Meeting held Wednesday, 23 June 2021 be received as a true and correct record.*"

CARRIED 10 – 0

8. Council's Response to informal notes of the Local Emergency Management Committee (LEMC) Meeting held on Wednesday 23 June 2021.

COUNCIL RESOLUTION:

MOVED: Eiby, W SECONDED: Tapley, D

28567
That Council receive and note the informal notes of the Local Emergency Management Committee (LEMC) Meeting held on 23 June 2021 as shown at Attachment: 9.16.2(1).

ADOPTED BY EN BLOC RESOLUTION: 10/0

9. Business Arising from the Minutes - Nil

10. Review of LEMC Terms of Reference & Membership

In line with Council the Terms of Reference for the Local Emergency Management Committee were endorsed for the biennial period 21 October 2021 to 21 October 2023 with Andrew introducing new members, Cr Denise Jenkins as proxy for Shire President and Michele Duxbury for Department of Communities. Since that date we have received change of appointments with Neville Blackburn proxy for Department of Communities being replaced by Phil Schupp and Brad Barton proxy for DBCA being replaced by Jeff Bennett so require a recommendation to update the ToR.

"That Council confirm and accept the amendments to appointments of the Local Emergency Management Committee Terms of Reference, being Phil Schupp as proxy for Department of Communities and Jeffrey Bennett as proxy for DBCA."

MOVED: Brad Wren **SECONDED:** Isaac Rinaudo

CARRIED 10 – 0

Response:

Discussion followed with Vikram advising that some Shire's are changing the number of times that they meet during the year for LEMC eg City of Busselton holds two meetings a year and more focussed on exercises. Andrew advised that the ToR for this biennial period has already been approved by Council and quarterly meetings provide a good opportunity to keep in touch. Our Exercises are also usually held on the same day prior or following our meetings.

11. Correspondence – See Attachments

IN		**Attachment**
11.1	WALGA - wanting to attend LEMC Meetings	**1**
11.2	DoC - Michele Duxbury - Notice of relieving Roma	**2**
11.3	SEMC - Endorsement of Shire Local Emergency Management Arrangements - LEMA	**3**
11.4	SEMC - Communique - October 2021	**4**
11.5	DoC – N Blackburn – Change of Proxy Notice	**5**
11.6	DEMA – Vik Cheema – SW EM Calendar 2022	**6**

OUT - Nil

Response:

WALGA is welcome to attend LEMC as an observer to the meeting.

12. Treatment Strategies and Task List

- **Local Recovery Plan –** Completed and approved, remove from Task List.
- **Local Evacuation Plan** - Completed and approved, remove from Task List.
- **LEMC Training Exercise June 2022** - Ongoing

13. Events

The Events list was reviewed and discussed. Andrew advised the only difference this year to the Cherry Festival may be the night show in Brockman Street. Justine advised better communications to Health required for these and sporting events with Andrew advising that we have an Events Committee and Health are welcome to attend. Todd also advised they could look at including in the application for events a section for emailing Health. Justine will supply email address. Isaac also advised that he could email Justine as well.

14. Training and Exercise Reports

- **WAPOL –** Have been running a 'No Notice COVID Exercise' at lockups, not working well at the moment eg PPC not fitting and the donning of PPC. Trial and error at this stage and a steep learning curve.

  Response:

  Discussion ensued where Andrew queried who will be enforcing the Directions eg. Critical Workers as they now have 60-70% of businesses that are mandated by this, was it police? Isaac advised not that they are aware of, regarding Critical Worker Directions it would be the business owner.

- **HEALTH –** Have been running a 'No Notice Bushfire Exercise' at Northcliffe, Pemberton and Warren. Need to follow up with interagency drill with local fire Brigades. Also a lot of COVID drills across the region.

  Response:

  Discussion ensued with Andrew advising the need to consider asbestos issue in case of fire, for example the old Pemberton School and Mill site, what would we do in case of a residential emergency as it would impact the whole of Pemberton. Look at holding an exercise.

- **Bush Fire Brigades –** Andrew advised need to hold exercise prior to 1 January to see the impact on bushfire after this date regarding the COVID Restriction to Access Directions. Run an Exercise with modelling and scenarios on members and contractors.

  Response:

  Discussion ensued and Todd advised looking at COMCEM notifications to only go to those with evidence supplied and are trained, but numbers so far are very few. This may impact on us being able to man an appliance in an emergency situation. Will also lose farmers/contractors that used to assist with an incident. Vikram also advised regarding community at risk and there will be friction amongst volunteers.

15. Members Reports

15.1 DPIRD – Ian Guthridge – ATTACHMENT 7

Report was tabled see attachment.

***Response from Report** - Nil*

15.2 WAPOL Manjimup – Isaac Rinaudo

- No serious crashes since last meeting.
- Motorbike accident in Nannup was flown out.
- Shire of Dardanup advising DPIRD going to be looking after pets and livestock.
- Welfare Concerns – missing people reported due to technology eg. haven't seen them on facebook etc or miscommunication regarding their travels.
- Death on Bib Track Walpole on the weekend.

Response from Report *- Nil*

15.3 WAPOL Pemberton – Gavin Barke

- On the road with members out in force and will be for next couple of months.
- Bib Track - two weeks ago received a missing person report on overdue walker, they turned up in Walpole six days later and was just a miscommunication. Common problem occurring but it tied them up for a few days.
- Windy Harbour NYE – Worked last year and most kids were well behaved, they put notice in local paper about juveniles being intoxicated and placing responsibility back on parents to look after their kids. Tasking 1 x car during day and 3 x cars in afternoon/evening.

Response from Report

Todd advised No Fireworks at the Pemberton Hotel this NYE.

15.4 Shire President – Cr Paul Omodei

- Advised that RFDS is landing at Collier Recreation Complex and is this solving the issue of hospital to hospital transport?

Response from Report *–*

Justine advised this chopper is in addition to fixed wing, negotiation regarding fuel at Manjimup underway, the RAC Chopper has a MOU with DBCA so they can have the range to come to Manjimup. Andrew advised if need assistance with this let him know. Nothing on a paid Paramedic at this stage.

15.5 Warren Health Service – Justine Kelly – ATTACHMENT 8

Report was tabled see attachment.

Response from Report:

Andrew has been advised of a massive influenza season and anticipating this impacting with COVID. Justine said the data modelling tracking up with COVID taking up to coincide with flu season. The Town Hall still running on Thursday now with booster. Andrew advised the agreement for Town Hall runs to 13 December and now extended to the 30 June 2022.

15.6 DEMC – Vikram Cheema – ATTACHMENT 9

Report received and was tabled, Vikram left at 1.58pm due to fire.

15.7 DC – Michele Duxbury – ATTACHMENT 10

Report received and was tabled. In addition to report, vaccinations for volunteers in evacuation centres will come down to agency responsible. Michele left at 1.58pm due to fire.

15.8 DCBFCO – Brad Wren

- Saturday was the start of the bushfire season with four incidents, two were from burns two months ago re-igniting, one on private property and one western power.
- One high season truck is here with another coming soon though a big concern regarding COVID Vaccines and being able to man appliances.
- Roll call started two weeks ago, permits stopped for next two days due to weather.
- FCO and Captains meeting held with good attendance including a few young members who are getting involved.

15.9 CESM – Todd Ridley – Nil to report

16. General Business

- COVID vaccine percentage for the Shire of Manjimup community, 90% have had 1 dose and 70% are fully vaccinated.

17. Next Meeting

Next General Meeting to be held 9 March 2022.

18. Declaration of Close of Meeting

Shire of Manjimup, Chief Executive Officer, thanked everyone for their attendance and closed the meeting at 2.24pm.

TREATMENT STRATEGIES AND TASK LIST

Item	Status	Next Step	Action By
LEMC Training Exercise	June 2022 Meeting	• Exercise Planning discussion for June 2022 Meeting – Risk Awareness and Understanding with Command, Control and Coordination.	

EVENTS PLANNED IN THE SHIRE OF MANJIMUP

Event	Date	Notes
Manjimup Cherry Harmony Festival 2021	10 -11 December 2021	➢ Large crowd 9,000 plus ➢ Day & Night event with Food stalls & Alcohol ➢ Road closures ➢ Live music
Cherry Harmony Long Table Lunch	12 December 2021	➢ Newtons Orchard on Graphite Rd ➢ 10am – 4pm ➢ Food & Alcohol ➢ Approx 250 people
EMPS Concert	15 December 2021	➢ Heritage Park Sound Shell – Concert ➢ Approx 600 people
Christmas in the Park	19 December 2021	➢ Heritage Park Sound Shell - Carols by Candlelight ➢ 4.30 to 8.30pm ➢ Approx 750 people
Speedway	2 January 2022 5 February 2022	➢ Motor Vehicle Racing Event ➢ Approx 770 people ➢ Food & Alcohol

Pelican State Series	9-14 January 2022	➢ Sailing regatta ➢ Approx 150 people ➢ Food & Alcohol
Australia Day Walpole	25 January 2022	➢ Pending
Keenan College School Ball	28 January 2021	➢ Dingup House 6 to 10pm ➢ Approx 80 people ➢ Food & DJ Music
Jazz in the Jarrah	5 February 2022	➢ Heritage Park Sound Shell – Live Music Concert ➢ Approx 400 people ➢ Food & Alcohol
Karri Valley Triathalon	19-20 March 2022	➢ Sporting Event ➢ Approx 450 people ➢ Food & Alcohol

ATTACHMENT 1

Nicole Favero

From: local-government-emergency-management-network@googlegroups.com on behalf of Cassandra Mora <CMora@walga.asn.au>
Sent: Wednesday, 1 September 2021 3:43 PM
To: local-government-emergency-management-network@googlegroups.com
Subject: Local Emergency Management Committee Meetings

Follow Up Flag: Follow up
Flag Status: Flagged

Afternoon All,

WALGA's Emergency Management Team is keen to attend your Local Emergency Management Committees. This will be a great opportunity for you to convey your key issues and emergency management activities to our team to inform WALGA's future advocacy work for WA Local Governments. We would also be able to provide you with updates on our current activities and projects.

If you are interested please share your LEMC schedule for the next year by replying to this email.

Cheers,

Cassandra Mora | Emergency Management Policy Officer, Resilient Communities | WALGA
(p) 08 9213 2044| (e) cmora@walga.asn.au | she/her

www.walga.asn.au | www.youreveryday.com.au

Our work regularly takes us across the State and as such WALGA would like to acknowledge the many traditional owners of the land on which we work throughout Western Australia. We pay our respects to their Elders, past and present.

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ATTACHMENT 2

Nicole Favero

From: Michele Duxbury <Michele.Duxbury@communities.wa.gov.au>
Sent: Friday, 24 September 2021 11:17 AM
To: Mark Allies; supton@bunbury.wa.gov.au; cr.giles@bunbury.wa.gov.au; Andriena Ciric; Kristin McKechie; Cr Michael Southwell; Jeremy O'Neill; Erin Hutchins; melissa.howard; André Schönfeldt; michael.bennett@dardanup.wa.gov.au; jess.cooper@donnybrook.wa.gov.au; James Jarvis; Cr Brian Piesse; Haydn Jones; Annie Riordan; jason.maddern@dfes.wa.gov.au; Ian McDowell; tanya.gillett@busselton.wa.gov.au; Blake Moore; Dave.Goodwin@busselton.wa.gov.au; Tanya Simpson; nigelanderson@amrshire.wa.gov.au; Lisa Garstone; jcleary@amrshire.wa.gov.au; adam.jasper@dfes.wa.gov.au; Katie Taylor; iearl@amrshire.wa.gov.au; Leigh Fletcher (ceso@nannup.wa.gov.au); jonj@nannup.wa.gov.au; info@holberryhouse.com.au; Tristan Gulvin; Allison Fergie; Tracey Vogel; sarah@sjstanley.com.au; Community Emergency & Regulation Manager; ceo@boyupbrook.wa.gov.au; Alan Lamb; CEO - Shire of Bridgetown/Greenbushes; btnshire@bridgetown.wa.gov.au; Lyndon Pearce; Todd Ridley; Andrew Campbell; Nicole Favero; Cc: Geoff STEWART [PD06260; Vik Cheema; Andy Wright; Phil Brandrett; kerry.winsor@health.wa.gov.au; wellington@dbca.wa.gov.au; Ed Hatherley; josh.jackson@watercorporation.com.au; ian.guthridge@agric.wa.gov.au; Bruce.hancock@mainroads.wa.gov.au; GRONO Andrew [Southwest Regional Edu Office]; Tim.stevens@dpird.wa.gov.au
Cc: Mark Schorer
Subject: Update: Department of Communities - SW DESO on leave

Follow Up Flag: Follow up
Flag Status: Flagged

Good morning Everyone

I thought I would take this opportunity to introduce myself. My name is Michele Duxbury and I will be relieving Roma Boucher while she is on leave until mid-next year.

A little about myself, I am originally from the Department of Home Affairs/Australian Border Force in a number of capacities yet overall operational roles. Most current role before taking this one was with the Emergency Management team at North Metropolitan Health Service. I have a keen interest in Emergency Management and I am very much looking forward to learning this role and hopefully providing something back as well. I am based in Busselton so if you see me somewhere in the South-West, please come and say hi and introduce yourself. I am attending the WA Emergency Management Conference on the 13th October in Bunbury with several Department of Communities colleagues. If you are going, it will be a great opportunity to meet so please make yourself known.

My details are below and if you have any queries or would like the opportunity to discuss anything or even chat, please contact me. I am looking forward to meeting you all over the next coming months.

May it be a safe fire season and emergencies in general.

Thank you.

Kind regards

Michele

Michele Duxbury
District Emergency Services Officer I South West
State Welfare Incident Coordination Centre (SWICC)
Department of Communities

GOVERNMENT OF WESTERN AUSTRALIA

SEMC
STATE EMERGENCY MANAGEMENT COMMITTEE

Our Ref: 21/194452
Enquiries: Vik Cheema
Telephone: 08 9780 1976

Mr Andrew Campbell
Chief Executive Officer
Shire of Manjimup
37 Rose Street
MANJIMUP WA 6258

Dear Mr Campbell

RE: LOCAL EMERGENCY MANAGEMENT ARRANGEMENTS

I am pleased to advise that the Shire of Manjimup's updated Local Emergency Management Arrangements (LEMA) were endorsed by the State Emergency Management Committee at its meeting on 1 October 2021, following review against the requirements of the *Emergency Management Act 2005* (the Act).

The new LEMA can now be published on the Shire's website and made available to the community and other stakeholders, in accordance with section 43 of the Act.

On behalf of the State Emergency Management Committee, I acknowledge the significant body of work undertaken by the Local Emergency Management Committee and the Shire to update these arrangements and build the preparedness and resilience of the Manjimup community.

Yours sincerely

Lilian Oh
SEMC EXECUTIVE MANAGER for
STATE EMERGENCY MANAGEMENT COMMITTEE

4 October 2021

cc Mr Vik Cheema, District Emergency Management Advisor

Emergency Services Complex I 20 Stockton Bend Cockburn Central WA 6164 I PO Box P1174 Perth WA 6844
Tel (08) 9395 9300 I Fax (08) 9395 9384 I ABN 39 563 851 304
E: info@semc.wa.gov.au W: www.semc.wa.gov.au

ATTACHMENT 4

SEMC COMMUNIQUE

OCTOBER 2021 HIGHLIGHTS

The State Emergency Management Committee (SEMC) met on 1 October 2021.

The key items from the meeting are summarised below.

Discussion Items and Outcomes

During the Wooroloo bushfires in early 2021, the State Support Plan – Animal Welfare in Emergencies was activated for the first time. The SEMC received a presentation from Pamela I'Anson and Brett Hopley from the Department of Primary Industries and Regional Development (DPIRD) on the activation process and outcomes:

- This was the first activation of the plan and the Committee for Animal Welfare in Emergencies (CAWE).
- CAWE has 27 members who promote communication, collaboration and the integration of animal welfare into emergency management. CAWE members include Department of Fire and Emergency Services (DFES), Department of Biodiversity, Conservation and Attraction (DBCA), RSPCA and Perth Zoo.
- During the Wooroloo bushfires an immense amount of support was given by the Australian Veterinary Association and individual vets, which SEMC and DPRID commended. There were up to 40 veterinary professionals involved daily over the 4 days of the activation.
- Feedback was given to the community at the evacuation centres on the animal welfare situation and surrounding individual properties and animals. This information was well received by the public and helped to assure their animals were safe and fed. This in turn reduced the number of requests to enter high risk areas, reducing resources required to manage public safety.
- After the bushfires a review of the State Support Plan was conducted, which identified 18 recommendations which DPIRD have already commenced actions on to improve their response for the upcoming high threat period. The SEMC acknowledged DPIRD's efforts and actions to implement, collaborate and improve the plan for future activations.

The SEMC Business Unit presented on the progress of the 2021 Emergency Preparedness Report, which advises the Minister on the preparedness of the WA emergency management sector. This annual report analyses information from a range of sources including the State Risk Project, significant incidents (e.g. Tropical Cyclone Seroja and Wooroloo Bushfires) and interviews with key leadership across the emergency management sector.

The SEMC endorsed the allocation of over $1.3 million of the Mitigation Activity Fund Royalties for Regions funding to treat priority bushfire risks on Crown land under the care, control and management of eligible Local Government Authorities in regional WA.

Next meeting of the SEMC

The next meeting of the SEMC will be held on Friday 3 December 2021. Agenda items are to be submitted no later than Friday 12 November 2021.

Consultation

The following items will open for consultation in November/December:

- State Emergency Management Plan; Roles and Responsibilities.
- State Emergency Management Response Procedure 20; Australian Government Physical Assistance/Defence Assistance to Civil Communities.
- State Emergency Management; Traffic Management During Emergencies Guidelines.

You can find and give feedback on items which are open for consultation by clicking this link, scrolling to the relevant item and click '*Get Involved*'.

For further information on the State Emergency Management Framework consultations, please contact semc.policylegislation@dfes.wa.gov.au

GENERAL UPDATES

Subcommittee's and Reference Groups

The next meetings for SEMC Subcommittee and Reference Groups are scheduled for:

Lessons Management Reference Group	14 October 2021
Essential Services Network Reference Group	14 October 2021
Public Safety Communications Subcommittee	20 October 2021
Risk Subcommittee	21 October 2021
Response Capability Subcommittee	27 October 2021
Public Information Reference Group	2 November 2021
State Exercise Coordination Team	TBC

The Recovery and Community Engagement Subcommittee met on Friday 8 October 2021.

Community Disaster Resilience Strategy

The Department of Fire and Emergency Services (DFES) and Australian Red Cross were awarded funding in 2019 to prepare a Community Disaster Resilience Strategy for WA.

The Strategy aims to increase the capacity of communities to cope with and recovery from the possible impacts of natural hazards, identify resilience priorities and guide the development of programs and activities to address resilience gaps. The Strategy will align closely to the National Strategy for Disaster Resilience and the National Disaster Risk Reduction Framework.

Through stakeholder consultation, a Community Disaster Resilience Strategy Discussion Paper has been established. The next round of consultation on the Discussion Paper was officially launched at the WA Emergency Management Conference in Bunbury on 13 October 2021.

The consultation will ultimately inform the final strategy. DFES will be seeking feedback specifically on the proposed outcomes framework, transformational shifts, change initiatives and implementation roadmap.

Thank you everyone who has contributed to date to this important project. Your input plays a key role in assisting us to deliver a robust Community Disaster Resilience Strategy for Western Australia.

Want to get involved? Click here to access the 'Ideas Wall' or join the mailing list to keep informed on the strategy and its progress.

2021 WA Emergency Management Conference

The SEMC would like to extend their congratulations to the Shire of Dardanup for hosting an engaging and motivational 2021 WA Emergency Management Conference at Bunbury Regional Entertainment Centre on Wednesday 13 October 2021. This conference was supported by a National Disaster Risk Reduction grant allocation, which is part of a competitive grants program which the SEMC oversees. For more information, please visit www.semc.wa.gov.au/.

The range of speakers gave great insight into the emergency management sector both in WA and nationwide. Topics included a future focused emergency broadcast network, the impact of climate change on natural disasters, mental health for first responders (both career and volunteer) and the impacts on communities from long term recovery. The conference closed with an inspiring presentation from Clifton Tjapanangka Payirntarri Bieundurry, Traditional and Cultural Fire Officer at the Bushfire Centre of Excellence. Clifton shared personal cultural stories from his upbringing, detailing different methods of cultural fire practices and how it fits in today's growing world.

Minister for Emergency Services, the Hon. Reece Whitby MLA opening the Conference.
credit: Shire of Dardanup

Dr Robert Glasser – Preparing for the Era of Disaster in a warming climate.
credit: Shire of Dardanup

Bushfire Community Day

The Department of Fire and Emergency Services is hosting the 2021 Bushfire Community Day on Saturday 30 October 2021.

The free event is at the new Bushfire Centre of Excellence in Nambeelup. Everyone including members of the public are encouraged to take part in exciting and informative sessions, explore the facility, enjoy a range of family-fun activities and more.

Register your attendance here to ensure we can notify you quickly and directly should circumstances change.

ATTACHMENT 5

Nicole Favero

From: Nev Blackburn <Neville.Blackburn@communities.wa.gov.au>
Sent: Thursday, 11 November 2021 3:22 PM
To: Nicole Favero
Subject: Manjimup LEMC Email Group

Follow Up Flag: Follow up
Flag Status: Flagged

Hi Nicole, could you please remove me from the Manjimup LEMC email group and add Phil Schupp who will be acting Great Southern District Emergency Services Officer (GS DESO) for the next 6 months. I am moving to Geraldton and will be working for the Department in the TC Seroja Recovery Team.

Phil's details are as follows :

Phone number : 0467 963 661
Email : phil.schupp@communities.wa.gov.au

Cheers and thank you Nev

Neville Blackburn
District Emergency Services Officer
Great Southern
Department of Communities

Mobile 0438 934 827
Email neville.blackburn@communities.wa.gov.au

The Department of Communities acknowledges the traditional owners of country throughout Western Australia and their connection to land, waters and community. We pay our respects to them and their cultures, and to their elders past and present.

The Department of Communities (Communities) formed on 1 July 2017 and is responsible for the delivery of child protection and family support, community grants, funding and initiatives, education and care regulation, disability services, housing and regional services reform. During the transition phase emails sent from the Housing Authority domain will be converted to the Communities email address. This message may contain privileged and confidential information and is intended for the exclusive use of the addressee(s). You must not disclose this communication to anyone without the prior consent of Communities. If you have received this email in error, please notify us by return mail, delete it from your system and destroy all copies. Communities has exercised care to avoid errors in the information contained in this email but does not warrant that it is error or omission free.

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ATTACHMENT 6

SOUTH WEST DEMC

SOUTH WEST EMERGENCY MANAGEMENT CALENDAR - 2022

	Group	Third Quarter	Fourth Quarter	First Quarter	Second Quarter
1	Augusta Margaret River LEMC	Tuesday, 8 Feb 4.30 pm, Margaret River	Tuesday, 10 May 4.30 pm, Augusta	Tuesday 9 Aug, 4.30 pm, Margaret River	Tuesday, 8 Nov, 4.30 pm, Margaret River
2	Boyup Brook LEMC	Thursday, 3 March 10 am, Boyup Brook	Thursday, 2 June 10 am, Boyup Brook	Thursday, 4 Aug 10 am, Boyup Brook	Thursday, 3 Nov 10 am, Boyup Brook
3	Bridgetown-Greenbushes LEMC	Tuesday, 15 Feb 5.30 pm, Bridgetown	Tuesday, 17 May 5.30 pm, Bridgetown	Tuesday, 16 Aug 5.30 pm, Bridgetown	Tuesday, 15 Nov 5.30 pm, Bridgetown
4	Bunbury LEMC	Thursday, 31 March 0930, Bunbury	Thursday, 26 May 0930 am, Bunbury	Thursday, 25 Aug 0930 am, Bunbury	Thursday, 24 Nov 0930 am, Bunbury
5	Busselton LEMC	Tuesday, 1 March 3 pm, Busselton	Tuesday, 7 June 3 pm, Busselton	Tuesday, 6 Sept 3 pm, Busselton	Tuesday, 6 Dec 3 pm, Busselton
6	Capel LEMC	Wednesday, 2 March 10 am, Capel	Wednesday, 1 June 10 am, Capel	Wednesday, 7 Sept 10 am, Capel	Wednesday, 7 Dec 10 am, Capel
7	Collie LEMC	Wednesday, 23 Feb 10 am, Collie	Wednesday, 18 May 10 am, Collie	Wednesday, 17 Aug 10 am, Collie	Wednesday, 16 Nov 10 am, Collie
8	Dardanup LEMC	Wednesday, 9 Feb, 10am, Eaton	Wednesday, 11 May, 10am, Eaton	Wednesday, 10 Aug, 10am, Eaton	Wednesday, 9 Nov, 10am, Eaton
9	Donnybrook Balingup LEMC	Tuesday, 15 Feb, 9 am, Donnybrook SES	Tuesday, 17 May, 9 am, Donnybrook SES	Tuesday, 16 Aug, 9 am, Donnybrook SES	Tuesday, 22 Nov, 9 am, Donnybrook SES
10	Harvey LEMC	Monday, 7 March 5.30 pm, Harvey	Monday, 13 June 2 pm, Australind	Monday, 12 Sept 5.30 pm, Harvey	Monday, 12 Dec 2pm, Australind
11	Manjimup LEMC	Wednesday, TBA March 1 pm, Manjimp	Wednesday, TBA May 1 pm, Manjimup	Wednesday, TBA Sept 1 pm, Manjimup	Wednesday, TBA Dec 1 pm, Manjimup
12	Nannup LEMC	Wednesday, 2 Feb 10 am, Nannup	Wednesday, 3 May 10 am, Nannup	Wednesday, 3 Aug 10 am, Nannup	Wednesday, 2 Nov, 10 am, Nannup
1	Murray LEMC	Wednesday, 2 Feb 10 am, Pinjarra	Wednesday, 4 May 10 am, Pinjarra	Wednesday, 3 Aug 10 am, Pinjarra	Wednesday, 2 Nov 10 am, Pinjarra
2	Waroona LEMC	Wednesday, 2 Mar 3 pm, Waroona	Wednesday, 2 June 3 pm, Waroona	Wednesday, 7 Sept 3 pm, Waroona	Wednesday, 7 Dec 3 pm, Waroona
	South West DEMC	Tuesday, 15 Mar 9.30 am, venue TBA		Tuesday, 11 Oct 9.30 am, venue TBA	
	Essential Services Sub Committee	Tuesday, 12 April, 10 am venue TBA		Tuesday, 11 Oct, 10 am venue TBA	
	SEMC Dates	Friday, 11 March	Thursday, 5 May	Thursday, 4 August	Thursday, 13 October

Legend
Planned
Complete
Cancelled

ATTACHMENT 7

Nicole Favero

From: Ian Guthridge <Ian.Guthridge@dpird.wa.gov.au>
Sent: Thursday, 9 December 2021 8:29 AM
To: Nicole Favero
Subject: DPIRD Report LEMC 8 Dec 2021
Attachments: Polyphagous shot-hole borer fact sheet November 2021_0.pdf

Hi Nicole,

Please see attached factsheet for Polyphagous shot-hole borer,

And notes:

Key DPIRD incident response trained staff attended a “pre- fire season” preparedness meeting at DPIRD Bunbury office, 14th Oct 2021.

Key points ,

- additional structured ,support available to regionally based DPIRD LEMC members serving in LEMC teams in the event of an incident, via DPIRD Incident and Emergency Management Team.

- DPIRD now lead agency for Animal Welfare in in emergencies, and available to assist where animal welfare issues are beyond local government capacity.

Regards
Ian

Ian Guthridge | Manager – Manjimup Research Facility
Horticulture & Irrigated Agriculture
Primary Industries Development
Department of Primary Industries and Regional Development
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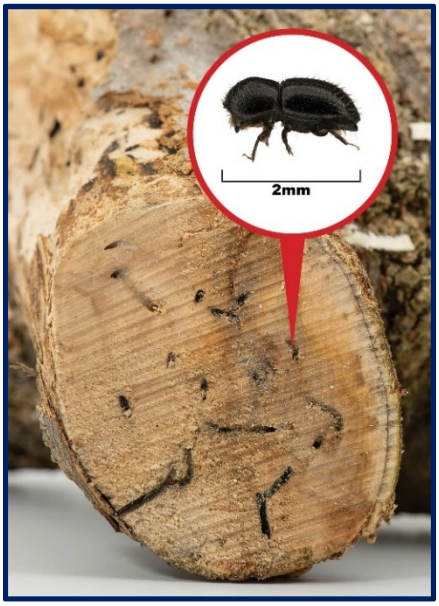
Polyphagous shot-hole borer
(Euwallacea fornicatus)



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

PSHB has a symbiotic relationship with a *Fusarium* fungus, cultivating it inside the tree as a food source. In susceptible trees, the fungus kills vascular tissue causing *Fusarium* dieback and tree death.

Establishment of this pest in WA may have significant impact on amenity trees, native vegetation, and the fruit and nut tree industries.

The Department of Primary Industries and Regional Development (DPIRD) is working with the community, industry and State and Commonwealth Governments to minimise the impact of this pest.

Hosts

The host list is extensive with over 400 hosts including Maple (*Acer*), Oak (*Quercus*), Plane (*Platanus*), Coral tree (*Erythrina*), Avocado (*Persea*) and Willows (*Salix*). PSHB causes serious damage to many types of trees, but it particularly loves to hide in the box elder maple (*Acer negundo*)

What to look for

PSHB are approximately 2mm in length and range from brown to black in colour. Only females have the ability to fly and disperse to other trees. Males are smaller at approximately 1.6mm in length and have no wings.

Detection of PSHB is difficult as they are very small – about the size of a sesame seed. However, there are a number of symptoms that indicate a tree may be infested.

Help stop the spread

- Monitor susceptible species including street trees for signs of PSHB damage and report suspect infestation to DPIRD.
- Provide additional water during summer as PSHB targets stressed trees.
- Residents and gardening contractors located within the Quarantine Area must not move any PSHB host wood or green waste material outside the Quarantine Area without prior approval.
- DPIRD has established a procedure with local councils to ensure FOGO bin collection and green waste verge collections can continue as normal.

Report suspect PSHB damage

- Call +61 (0)8 9368 3080
- Email padis@dpird.wa.gov.au
- Upload a report to the MyPestGuide™ Reporter app

More information: see www.agric.wa.gov.au/borer

Symptoms of infestation

Photo: Pia Scanlon, DPIRD

Beetle entry hole
The entrance holes of PSHB are approximately the size of a ballpoint pen tip.

Photo: University of California

Discoloration/staining of wood
The *Fusarium* fungus cultivated by the beetle can cause dark discoloration.

Photo: University of California

Gumming
Thick resin or sap sometimes pushes the beetle out of the gallery.

Photo: FABI, University of Pretoria

Sugar volcanoes
Crystalline foam may be exuded from entry/exit holes. This is a common sign of infection on avocado trees.

Photo: University of California

Frass
Produced by the beetle's tunneling, frass or "noodles" may be present extruding from trees. This can indicate the infestation level is high.

Photo: University of California

Dieback
In susceptible trees the *Fusarium* fungus disrupts the flow of water and nutrients causing branch dieback and tree death.

Important disclaimer
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Warren Health Service Report 26th November 2021

COVID-19

- COVID-19 vaccination - **mandatory requirement** for double vaccination at PNHS by November 17th & Warren HS by December 1st. Mandatory requirement also includes volunteers to the health service such as hospital auxiliary and DHAC members.
- Visitors currently are *not* required to provide evidence of COVID vaccination to gain entry to the health facility, however are required to QR scan into facility and answer concierge questions related to travel and respiratory symptoms.
- Staff across WACHS sites have been "FIT TESTED" for appropriate fitting mask.
- COVID squads consisting of clinical and non-clinical staff have maintained a focus on visiting all WACHS SW sites to perform COVID drills/skills for a consistent approach across health services.
- Plan for Covid Squad to conduct drills at sites for external stakeholders including SJA; DFES; WAPOL.
- Health facilities continue to receive PHEOC (Public Health Emergency Operations Centre) Bulletins as updates are required with testing criteria, fact sheets & other key information
- Warren & Pemberton HS continue to swab approximately 10 potential COVID-19 people per week, including day 11 swabs for interstate arrivals all of whom have returned negative results.
- Restrictions on visitor numbers removed (visiting hrs remain as previous 8am-8pm).
- All visitors entering MPS site have onus of providing proof of flu vaccination – updated 2021 flu vaccination required as of **June 1st** 2021.
  There is a revised Public Health Act document with clauses for emergency personnel attendance at MPS sites permitting entry.

GENERAL

- Interagency CODE YELLOW BUSHFIRE tabletops held in October at Northcliffe Nursing Post; Pemberton NHS & Warren HS
- Continues to be a steady increase in patient presentations to hospital ED's – with reduced medical services in Manjimup, admissions remain above average for October/November
- Country Ambulance Regional Investment (CARI) Nurse transport trial SJA & WHS commenced Nov 16th Mon-Fri 830-5pm for WHS & PNHS inter- hospital transfers

District Emergency Management Advisor – Report

2nd Quarter 2021-22

State

State Emergency Management Committee met on 1 October 2021. Please see attached copy of the SEMC Communique. Key points to note:

- Animal Welfare in Emergencies plan activation during the Wooroloo bushfire.
- Emergency Prepardness Report
- Allocation of $1.3 million of the Mitigation Activity Fund (MAF) Royalties for Regions funding to treat priority bushfire risk on Crown land under the care, control and management of eligible LGA in WA.

Discussion Paper for the **Community Resilience Strategy** has been released. This Paper has been informed by community and stakeholder consultation undertaken over the past 18 months, and also by your input over the course of the project.

The Paper proposes a suite of action for further community consultation. It does not represent a position of Government but has been endorsed by the Minister for consultation. The launch of the Discussion Paper commences a new consultation phase to get feedback on the proposed approaches and develop some of the ideas more fully. The outcomes of this phase will inform a recommendation to Government regarding adoption of a final strategy. iscussion Paper for the Community Disaster Resilience Strategy is available

For futhre information, please check https://semc.wa.gov.au/resilience

Preparing Australia Program

On 5 May 2021 the Prime Minister announced the Preparing Australia Program which will invest $600 million toward households and communities to ensure they are better prepared for future disasters. Round one of the program is called Preparing Australian Communities Program for projects of local significance (PACP Local). The program will support projects that mitigate or reduce the disaster risk, impact and consequence associated with large-scale natural hazards.

Attached are the grant guidelines which were released recently, and have summarised the key information below:

- PACP Local (this round of the program) is for $150 million available from 2021–22 to 2024–25.
- It will support locally identified and locally led projects that will improve the resilience of communities against three hazards - bushfires, flood and tropical cyclones.
- The grant is coordinated by the NRRA and administered by Department of Industry, Science, Energy and Resources. The SEMC BU are providing a WA communications support role to the NRRA.
- Applications will open on 10 December 2021 and close at 2pm WST on 6 January 2022 (5pm AEDT).
- WA have 24 priority LGA's across the three hazards – bushfire, flood and cyclone. Some of these are across multiple hazards (pages 28 – 31 of the grant guidelines).
- All LGA's are still able to apply, but priority LGA's get 20 additional points.

- Grants are between $20,000 (minimum) and $10 million (maximum).

Please note the Preparing Australia Program grant is managed by the National Recovery and Resilience Agency. For further information please check:

https://recovery.gov.au/preparing-australia-program

District – South West

South West DEMC meeting held on 26 October at the new Emergnecy Service Centre Koolinup, Collie. Key points to note:

- Wooroloo Recovery update
- Introduction to the new hazard – Hostile Act
- DBCA spring burn program update

Local

- Copy of the Local Emergency Management Arrangement – Status is attached to this report.

** LEMA review date**

Number local governments	Number LEMCs	LEMA noted/submitted to SEMC	% Local governments with current required LEMA		
12	12	12	100%		
Local Government		LEMA Status	Date	Resolution No	Date of 5 year review
Shire of Augusta Margaret River	Augusta Margaret River	Current	3/10/2017	46/2017	3/10/2022
Shire of Boyup Brook	Boyup Brook	Current	3/08/2018	52/2018	3/08/2023
Shire of Bridgetown-Greenbushes	Bridgetown-Greenbushes	Current	3/10/2017	46/2017	3/10/2022
City of Bunbury	Bunbury	Current	6/03/2020	08/2020	6/03/2025
City of Busselton	Busselton	Current	8/12/2017	63/2017	8/12/2022
Shire of Capel	Capel	Overdue for review	2/08/2016	40/2016	2/08/2021
Shire of Collie	Collie	Current	3/10/2017	46/2017	3/10/2022
Shire of Dardanup	Dardanup	Draft ready for review	2/08/2016	40/2016	2/08/2021
Shire of Donnybrook-Balingup	Donnybrook-Balingup	Current	3/10/2017	46/2017	3/10/2022
Shire of Harvey	Harvey	Current	3/10/2017	46/2017	3/10/2022
Shire of Manjimup	Manjimup	Current	6/03/2020	08/2020	6/03/2025
Shire of Nannup	Nannup	Current	14/08/2020	50/2020	14/08/2025

LEMC meeting and exercise summary 2021-22

Planned **Complete** **Cancelled**

LEMC	Meetings				ISG activation	Exercises Reporting		Capability Survey Complete
	1rd Qtr 2021 July, Aug, Sept	2nd Qtr 2021 October, Nov, Dec	3rd Qtr 2022 January, Feb, March	4th Qtr 2022 April, May, June				
	Date	Date	Date	Date	Date	Event Date	Report Received	Received
Augusta Margaret River	10 Aug	9 Nov						Yes
Boyup Brook	4 Aug	3 Nov						Yes
Bridgetown-Greenbushes	24 Aug							Yes
Bunbury	26 Aug	25 Nov						Yes
Busselton	7 Sep	7 Dec						Yes
Capel	8 Sep	1 Dec						Yes
Collie	18 Aug	17 Nov						Yes
Dardanup	11 Aug	10 Nov						Yes
Donnybrook-Balingup	17 Aug							Yes
Harvey	13 Sep	13 Dec						Yes
Manjimup	15 Sep	8 Dec						Yes
Nannup	4 Aug	3 Nov						Yes (late submission)

ATTACHMENT 10 SOUTH WEST DISTRICT EMERGENCY SERVICES OFFICER'S QUARTERLY REPORT

2nd Quarter

Meeting: **Shire of Manjimup**

Date: **Wednesday, 08th December 2021**

- Meeting of stakeholders –
  Since commencing in the DESO role at the end of September 2021, I have focused on meeting local governments which has included visiting the primary welfare/evacuation centres within that local government to familiarise myself with their set ups.

- I have included in this report information regarding COVID 19 and the department's guidelines.

- Exercises/Training –
  Fortunately, I have been involved in several exercises since commencing which has allowed me to understand the Dept of Communities processes/procedures and other agencies as well.

- Communities staff –
  As the fire season begins, I have concentrated my efforts on staff being prepared and ensuring emergency kits are stocked and ready.

- Successful attendance by many local governments, stakeholders and Dept of Communities staff members at the Welfare Evacuation Centre Workshop held on Friday, 3rd December 2021.

Government of **Western Australia**
Department of **Communities**

COVID-19 State-wide Integrated Emergency Welfare Response Plan

Version 2.0

Document control

Publication date	12 July 2021
Review date	December 2021
Owner	Executive Director – Geraldine Carlton
Custodian	Project Director, Strategy and Reform – Andrew Sanders

Version Control and Authorisation

Due to the ongoing and dynamic nature of the COVID-19 situation this Plan should be considered as a 'living document'. It should be updated as and when required, as more specifics of the COVID-19 situation world-wide emerge and as potential circumstances and outbreaks occur in Australia and Western Australia.

Updates will also include adapting the document when associated and linked documents are updated such as those generated by the State Health Incident Coordination Centre (SHICC).

New information on capabilities and welfare services available across the State and learnings from scenario planning, desktop exercises and outbreak management will be incorporated at the earliest opportunity for continuous improvement of the COVID-19 emergency welfare response capability in Western Australia.

Version	Date	Revised by	Comments
0.1	17 June 2020	A. Sanders	Consultation version
0.2	20 August 2020	L. Sperring	Revised structure and incorporating feedback from consultation
0.3	16 October 2020	C. Williams and S. Williams	Further consultation version
0.4	5 July 2021	C. Williams	
2.0	9 July 2021	A. Sanders	Revised structure. Overarching, central linkage document for COVID-19 Planning and Checklist Suite
2.0	15 July 2021	G. Carlton	Endorsed

Geraldine Carlton
WELFARE EMERGENCY CONTROLLER
15 / 7 / 2021

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Introduction

This State Emergency Welfare Response Plan: COVID-19 ("Plan") sets out arrangements for the management and coordination of emergency welfare services in response to a COVID-19 outbreak in Western Australia ("WA").

The Plan is intended to be read in conjunction with other legislation, regulation, policy, plans and procedures that govern the prevention, preparedness, response, and recovery from the COVID-19 emergency.

It refers to existing plans and documents relating to emergency welfare services but intends, where practical, not to duplicate the information contained in these. It instead refers to websites or other sources where further information can be obtained if required.

The Plan is a living document to be continually iterated as and when new learning, information, methods, and plans come to light.

Aims and Objectives

The aim of this Plan is to outline the Department of Communities ("Communities") State-level operational emergency welfare response arrangements in the event of COVID-19 outbreak in Western Australia ("WA").

The objectives of this Plan are to:

- provide overarching information about the Department of Communities emergency welfare arrangements and links through to a suite of documents that provide specific information across a range of situations
- outline Communities' organisational responsibilities in providing emergency welfare services in response to a COVID-19 outbreak
- outline emergency welfare partner responsibilities, as coordinated by Communities, in providing emergency welfare services in response to a COVID-19 outbreak
- outline Hazard Management Agency ("HMA"), Communities' Region and Communities' State Welfare Incident Coordination Centre (SWICC) activities in the prevention, preparedness, response and initial recovery stages of a COVID-19 outbreak
- outline the process to rapidly generate State-level Emergency Welfare Action Plans (EWAP) in response to a COVID-19 outbreak in support of the HMA and Communities' Region local response, and
- highlight emergency response considerations for those most vulnerable in the community and in other identified high-risk settings in response to a COVID-19 outbreak.

This Plan is intended for use by Communities' and its partners involved in the provision of emergency welfare services in a COVID-19 outbreak (and in suppression and containment emergency welfare activities in advance of an outbreak) in support of the Western Australian Department of Health (DoH) as the Hazard Management Agency (HMA).

The Plan does not replace local planning, rather it complements and reflects a hierarchy of local, district, and agency-specific plans which suit local context and regulatory requirements.

The Plan only applies while WA is in the 'response' phase of the State Hazard Plan for Human Biosecurity and it is only active for the purposes of the COVID-19 pandemic response.

Authorising environment

The World Health Organization (WHO) declared the outbreak of COVID-19 a Public Health Emergency of International Concern on 30 January 2020.

On 15 March 2020, the Minister for Emergency Services Western Australia (WA) declared a State of Emergency with effect from 16 March 2020 in respect of the pandemic caused by COVID-19 pursuant to section 56 of the Emergency Management Act (WA) 2005 (EM Act).

On 16 March 2020, the Minister for Health WA, declared a Public Health State of Emergency, effective 17 March 2020 pursuant to section 167 of the Public Health Act 2016.

Under these State emergency management arrangements the HMAs activities are guided under the State Emergency Management Plan, State Hazard Plan for Human Biosecurity and the Infectious Disease Emergency Management Plan (IDEMP).

The Department of Communities, under State emergency management arrangements, is considered a 'support' organisation responsible for the function of providing and coordinating emergency welfare services. The details of the emergency welfare services are defined under State Emergency Management Policy (section 5.9.5.2), State Emergency Management Plan (section 5.5.4), and State Support Plan – Emergency Welfare (Interim).

Communities, as a 'support' agency will be principally guided by the requirements of the HMA, DoH. However, application of emergency welfare services can also be triggered by the:

- State Disaster Council (SDC)
- State Emergency Coordinator (SEC)
- State Welfare Coordinator (SWC)
- State Welfare Coordination Committee (SWEC) as approved by the SWC, and
- State Welfare Incident Coordination Centre (SWICC) as approved by the Welfare Emergency Controller (WEC).

Department of Communities general responsibilities

Under the Western Australian emergency management arrangements, the Communities is responsible for coordinating the provision of emergency welfare services.

These are defined as 'the provision of immediate and ongoing supportive services to alleviate, as far as practicable, the effects on people affected by an emergency.'

In particular, Communities has the primary responsibility for coordinating the provision of emergency welfare support and resources during emergencies including:

- emergency accommodation

- emergency food provision
- emergency clothing and personal requisites
- personal support services
- registration and reunification, and
- financial assistance.

On occasion other priority emergency welfare activities may be directed by the Hazard Management Agency and/or State Welfare Emergency Committee (SWEC).

The following operational welfare functions are also the responsibility of Communities:

- Reception
- Disaster Information Support Care Centres (DISCCs), and
- Coordination of welfare services under the Perth Airport Aerodrome Emergency Plan.

Department of Communities responsibilities under COVID-19

Communities' overall emergency welfare approach will be informed by the HMA's response to the prevailing COVID-19 circumstances.

It is expected, as per standard emergency management practice, that response to COVID-19 circumstances will follow the principles of a graduated approach. That is, it is intended that a local and/or regional emergency welfare response will be activated in the first instance before escalation to a state-wide (system-level) response if required (e.g. if local capacities are exceeded). However, in some cases a system-level emergency welfare response may be required from the outset and this can be activated by the HMA and actioned by the SWC and/or WEC.

Scope of service

Overall, there is an expectation that people directed to self-quarantine or self-isolate will do so within their own means.

For those without the means, Communities' emergency welfare service provision may extend to, assisting people directed to self-quarantine or self-isolate for the period they have been directed to do so. On guidance from the HMA this may include (but not limited to):

- people that have tested positive for COVID-19
- people identified as a close contact
- people tested for COVID-19 awaiting their results
- people entering WA via a land or air border from interstate, and
- where applicable carers of people from the above categories.

Communities' emergency welfare service provision does not typically extend to travellers entering WA from overseas aside from their reception at Perth airport, and assessing fee exemption applications on behalf of Department of Health.

Emergency welfare services may be provided via the Communities' COVID Support Line (i.e. 13COVID) or by Regional staff. Services may also extend to practical assistance and advocacy to assist people to identify/access services they require e.g. booking services, food delivery etc.

Emergency accommodation

For those without means, Communities provides the following accommodation supports:

- People entering WA from overseas required to quarantine at a State Quarantine Facility (hotel) may choose to apply for a fee exemption:
    - Communities, on behalf of DoH, will review applications and make exemption recommendations based on financial hardship.
    - DoH then determine whether an exemption will be offered and coordinate invoicing if part of full payment is required.
- For people required to self-quarantine or self-isolate, and not able to pay, Communities will assess their financial hardship:
    - If it is deemed a person is in financial hardship Communities will organise and pay for part or all of their accommodation.
- In the event of a concurrent hazard (e.g. fire, flood, cyclone etc), where immediate preservation of life is the highest priority, Communities' may be required to accommodate people in an emergency welfare evacuation centre. Communities' will operate these centres in line with the established *COVID-19 Welfare Centre Guideline*.
- Details of the Department of Communities' processes of acquiring and allocating accommodation are outlined in the agencies *COVID-19 Emergency Accommodation Plan* which also includes guidance for accommodating vulnerable person.

Emergency food provision

For those without means, Communities provides the following food provision supports:

- For people required to self-quarantine or self-isolate, and not able to pay, Communities will assess their financial hardship.
- If it is deemed a person is in financial hardship Communities will organise and pay for part or all, of their food and/or delivery of food whilst they are in self-quarantine or self-isolation.
- Emergency food provision may comprise the following:
    - purchase of meals whilst in hotel accommodation
    - delivery of cooked foods to a self-isolation address, or
    - purchase and/or delivery of an 'essentials food' shop.

For a large-scale outbreak, in consideration of the specific circumstances, the SWICC may coordinate emergency catering for those rendered homeless, evacuees and welfare workers engaged during an emergency and to communities impacted by food scarcity as a result of the emergency.

Wherever possible, food provision will take in to account dietary requirements and cultural considerations where relevant.

Emergency clothing and personal requisites

For those without means, Communities provides the following clothing and personal requisite supports:

- For people required to self-quarantine or self-isolate, and not able to pay, Communities will assess their financial hardship.
- If it is deemed a person is in financial hardship, Communities will organise and pay for required clothing and personal requisites, that they're unable to obtain due to being in self-quarantine or self-isolation. Emergency clothing or personal requisites may comprise:
    - provision of clothes
    - provision of necessities such as toiletries, blankets, towels, bedding
    - prescribed medication etc.

Personal support services

Coordination and provision of personal support services including access to specialist agencies to receive the necessary support to cope with the effects the emergency.

Personal support services can include practical assistance, emotional support, information, referral to other services, advocacy, advice, counselling, and psychological services.

Where a person requires specialist support services, they will be directed to engage with services they have a pre-existing relationship with if applicable.

Where a person requires support but does not have a pre-existing specialist service provider, or where their service provider is unwilling or unable to continue to provide support, the COVID Support Line (i.e. 13COVID) or Regional office will endeavour to connect the person with a relevant service provider.

At the request of the HMA, Communities is providing personal support services at Perth Airport for international and specified interstate arrivals who will be directed by WA Police Force to complete 14 days isolation at a pre-determined address. Information and assistance are provided to travellers to support their well-being whilst in isolation.

Registration and Reunification

Registration or collection of a person's details is captured by the COVID Support Line (i.e. 13COVID) or Regional staff when a request for welfare support is received.

Registration and reunification enable people within an emergency affected community to be traced, families reunited and inquiries about individuals coordinated, intrastate, interstate or internationally.

Financial assistance

Financial assistance may be available for those affected by COVID-19 and who are eligible and in need.

The provision of this assistance is determined through hardship assessment on a case-by-case basis for affected persons.

Examples of financial assistance in relation to COVID include onward journey costs to assist people denied entry to WA and costs for transport/fuel in specific circumstances to ensure a person can travel to their nominated self-quarantine or self-isolation address.

The hardship assessment is completed by the COVID Support Line (i.e. 13COVID) or Regional Staff.

Additional organisational responsibilities

Reception

Communities is currently providing assistance, to DoH as the HMA, for reception of travellers from overseas into Perth Airport who will then be required to quarantine in a State Quarantine Facility for 14 days.

Although some similar supports may be being provided, the reception of international travellers at Perth Airport is at the request of DoH as HMA and does not fall under the Australian Government Plan for the Reception of Australian Citizens and Approved Foreign Nationals Evacuated (AUSRECEPLAN) from overseas.

Disaster Information Support and Care Centre (DISCC)

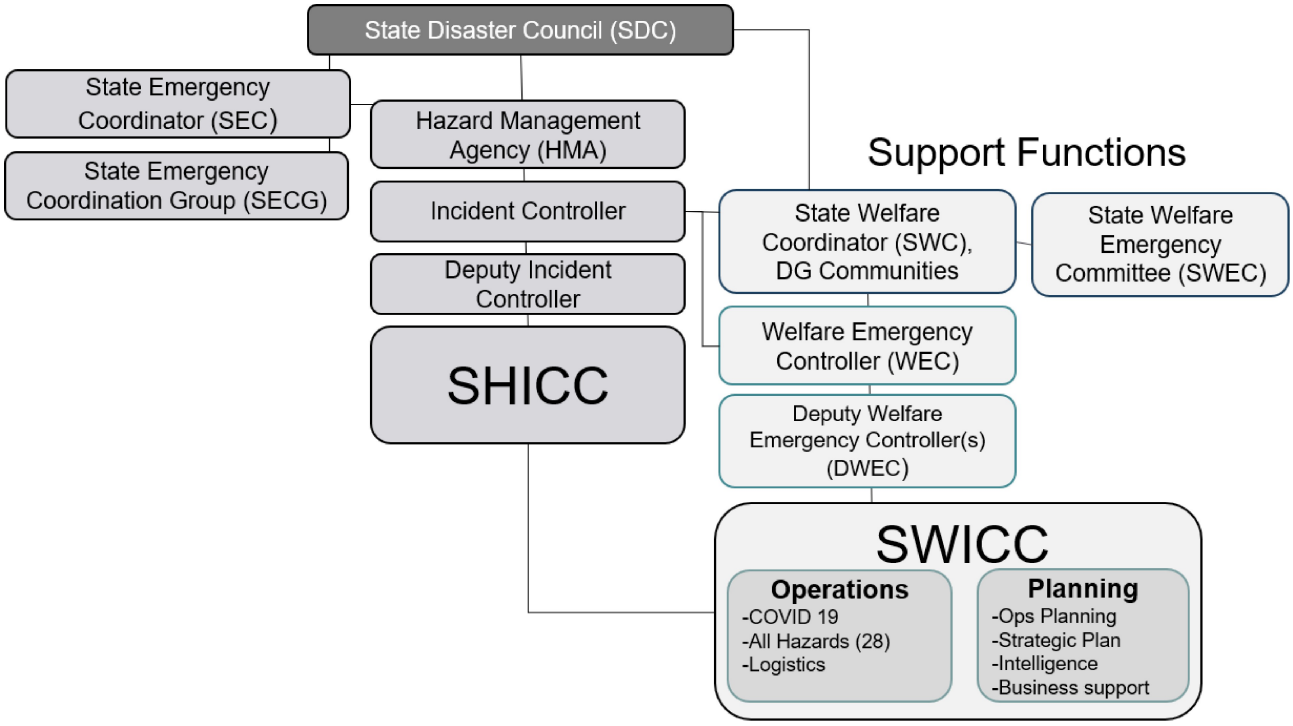
A Disaster Information Support and Care Centre (DISCC) is a type of State welfare centre established in response to a large-scale event, with multiple casualties or where highly complex welfare support and services are required.

In the event a DISCC is required in relation to COVID-19, Communities is responsible for establishing a DISCC and coordinating support staff supplied from partnering agencies as requested by the SWC/WEC and DISCC Coordinator. This will be done in consultation with the WA Police Force.

A DISCC is established by a request to Communities from the HMA, WA Police Force or State Emergency Coordinator (SEC).

Department of Communities support function operational structure

The following diagram depicts the emergency welfare ‘support’ function in relation to the overall State emergency management architecture. The support function is based on the administrative structure of Communities and uses a graduated response drawing on local and State-wide resources as appropriate. The operational structure for the SWICC is also informed by the Australasian Inter-service Incident Management System (AIIMS).



Roles and responsibilities of the emergency support function

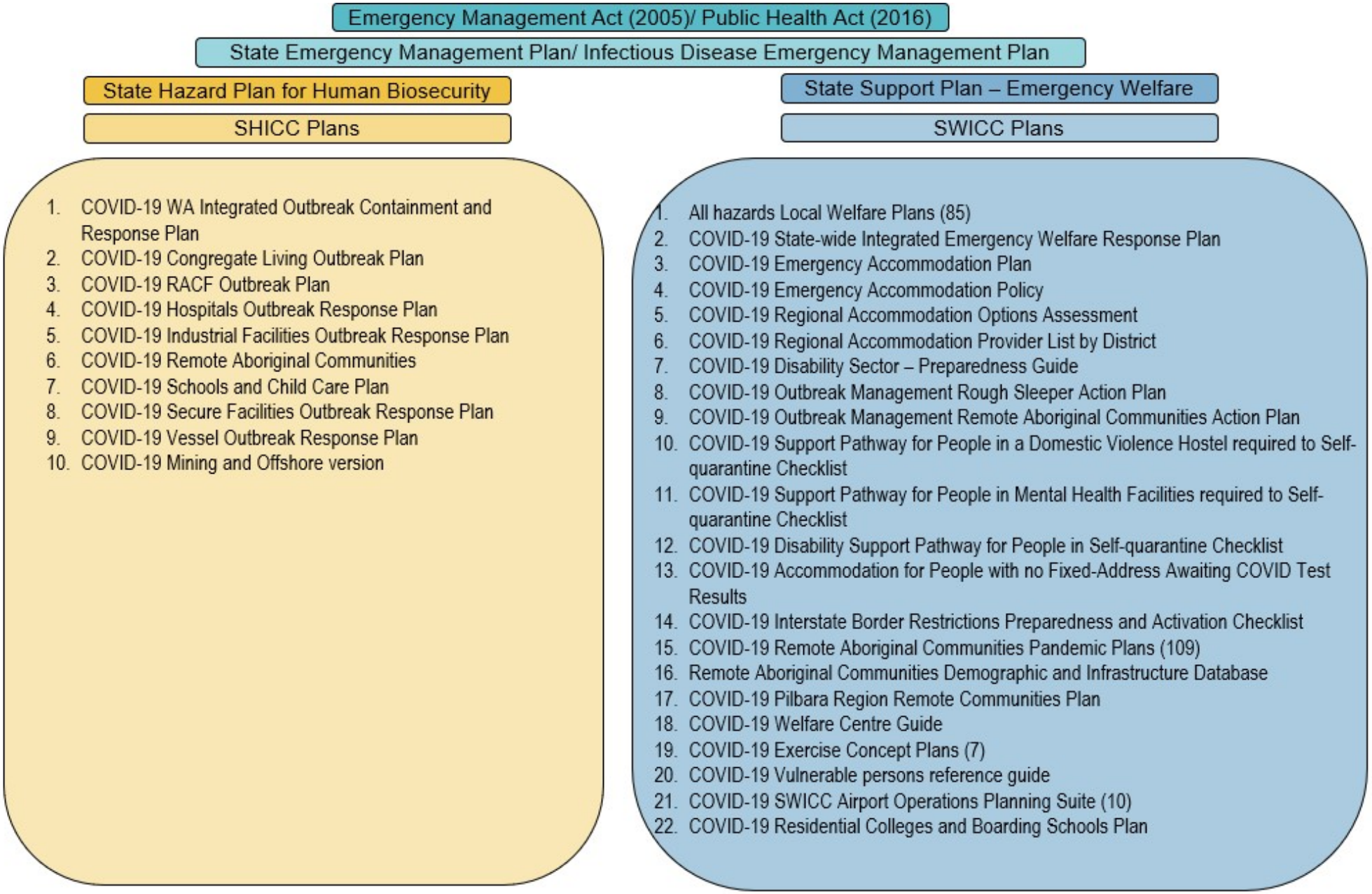
Role	High level responsibilities
State Welfare Coordinator (SWC)	Coordination of all emergency welfare services at the State level and liaising with other State and Federal level emergency bodies. Chairing the State Welfare Emergency Committee (SWEC) to ensure effective partnerships in the provision on emergency welfare services.
DG Communities	Leads the agency that is designated under EM arrangements to have responsibility for the planning, coordination, and implementation of emergency welfare services in Western Australia. Appoints the SWC and Local Welfare Coordinators (LWC) and manages the activities of the SWEC and Local Emergency Welfare Coordination Groups. Provides staff to coordinate welfare responses across the State in line with the six welfare domains and to operate the State Welfare Incident Coordination Centre (SWICC).
State Welfare Emergency Committee (SWEC)	SWEC established by Communities is an advisory, consultative and referral group to oversee and assist in the planning and operation of State and local level welfare services. The Committee is co-chaired by the Cultural Council and has representatives of statutory, private, and voluntary organisations known as partnering agencies.

Role	High level responsibilities
State Welfare Incident Coordination Centre (SWICC)	The incident coordination centre established at the State level by Communities from which the coordination of larger scale emergency welfare services may occur.
Welfare Emergency Controller (WEC)	The WEC establishes and leads the SWICC. The WEC is authorised to activate responses to emergencies and approve emergency expenditure and utilisation of resources to meet the emergency welfare requirements. Oversees the business and administrative functions that support the operational an planning functions. The WEC will delegate to the Deputy Welfare Emergency Controller(s) as applicable.
SWICC - Operations	Following the objectives of the SWC and WEC delivers emergency welfare services for COVID-19 and all hazards, by assigning tasks, deploying human resources and assets, monitoring activities, and ensuring the effective acquisition and provision of resources, including facilities, goods, services, and materials.
SWICC - Planning	Develops operational and strategic plans to deliver on the objectives of the SWC and WEC in terms of emergency welfare services. Draws on the timely collection and collation of information, its analysis and dissemination as intelligence to inform the work.

Department of Communities planning document suite

The diagram on the following page depicts the planning suite of documents in terms of COVID-19 management including the overarching legislation and state-level plans and specific COVID-19 planning from both the HMA (SHICC) and ‘support function’ (SWICC) perspectives.

The COVID-19 plans are considered ‘live’ documents and updated frequently, and additional bespoke plans and checklists are added continuously and as circumstances require.


Emergency Management Act (2005)/ Public Health Act (2016)
State Emergency Management Plan/ Infectious Disease Emergency Management Plan
State Hazard Plan for Human Biosecurity
SHICC Plans
1. COVID-19 WA Integrated Outbreak Containment and Response Plan
2. COVID-19 Congregate Living Outbreak Plan
3. COVID-19 RACF Outbreak Plan
4. COVID-19 Hospitals Outbreak Response Plan
5. COVID-19 Industrial Facilities Outbreak Response Plan
6. COVID-19 Remote Aboriginal Communities
7. COVID-19 Schools and Child Care Plan
8. COVID-19 Secure Facilities Outbreak Response Plan
9. COVID-19 Vessel Outbreak Response Plan
10. COVID-19 Mining and Offshore version
State Support Plan – Emergency Welfare
SWICC Plans
1. All hazards Local Welfare Plans (85)
2. COVID-19 State-wide Integrated Emergency Welfare Response Plan
3. COVID-19 Emergency Accommodation Plan
4. COVID-19 Emergency Accommodation Policy
5. COVID-19 Regional Accommodation Options Assessment
6. COVID-19 Regional Accommodation Provider List by District
7. COVID-19 Disability Sector – Preparedness Guide
8. COVID-19 Outbreak Management Rough Sleeper Action Plan
9. COVID-19 Outbreak Management Remote Aboriginal Communities Action Plan
10. COVID-19 Support Pathway for People in a Domestic Violence Hostel required to Self-quarantine Checklist
11. COVID-19 Support Pathway for People in Mental Health Facilities required to Self-quarantine Checklist
12. COVID-19 Disability Support Pathway for People in Self-quarantine Checklist
13. COVID-19 Accommodation for People with no Fixed-Address Awaiting COVID Test Results
14. COVID-19 Interstate Border Restrictions Preparedness and Activation Checklist
15. COVID-19 Remote Aboriginal Communities Pandemic Plans (109)
16. Remote Aboriginal Communities Demographic and Infrastructure Database
17. COVID-19 Pilbara Region Remote Communities Plan
18. COVID-19 Welfare Centre Guide
19. COVID-19 Exercise Concept Plans (7)
20. COVID-19 Vulnerable persons reference guide
21. COVID-19 SWICC Airport Operations Planning Suite (10)
22. COVID-19 Residential Colleges and Boarding Schools Plan

Utilisation of the planning document suite

There are a wide range of suppression measures and outbreak situations that can could occur in Western Australia and an array of local conditions that need to be assessed and understood to ensure the most effective emergency welfare response plan and/or planning is applied. These considerations may include (but are not limited to):

- Change of risk level of one or more States resulting from a COVID-19 outbreak in those State's resulting in border related measures and restrictions being introduced in WA (known as Change of Directions).
- Restrictions and/or lockdowns introduced across WA or in parts of WA in response to local COVID-19 community cases and/or an outbreak.
- In future, there is also the potential for changes of risk level and associated variable restrictions related to International travel bubbles.

Communications between SWICC, SHICC, PHEOC and WAPOL in development of the directions is optimal to ensure the requirements of direction changes can be effectively implemented (e.g. where isolation accommodation may be scarce or unavailable). The public information pertaining to these changes are officially communicated through:

- https://www.wa.gov.au/organisation/covid-communications/covid-19-coronavirus-controlled-border
- https://www.wa.gov.au/government/announcements?topical_event_list%5B0%5D=COVID-19%20coronavirus

Depending on the nature of the COVID-19 situation (i.e. border change, restrictions, lockdown etc), SWICC should select and apply the most pertinent plan(s) or checklists from the planning document suite (above).

Generation of Emergency Welfare Action Plans

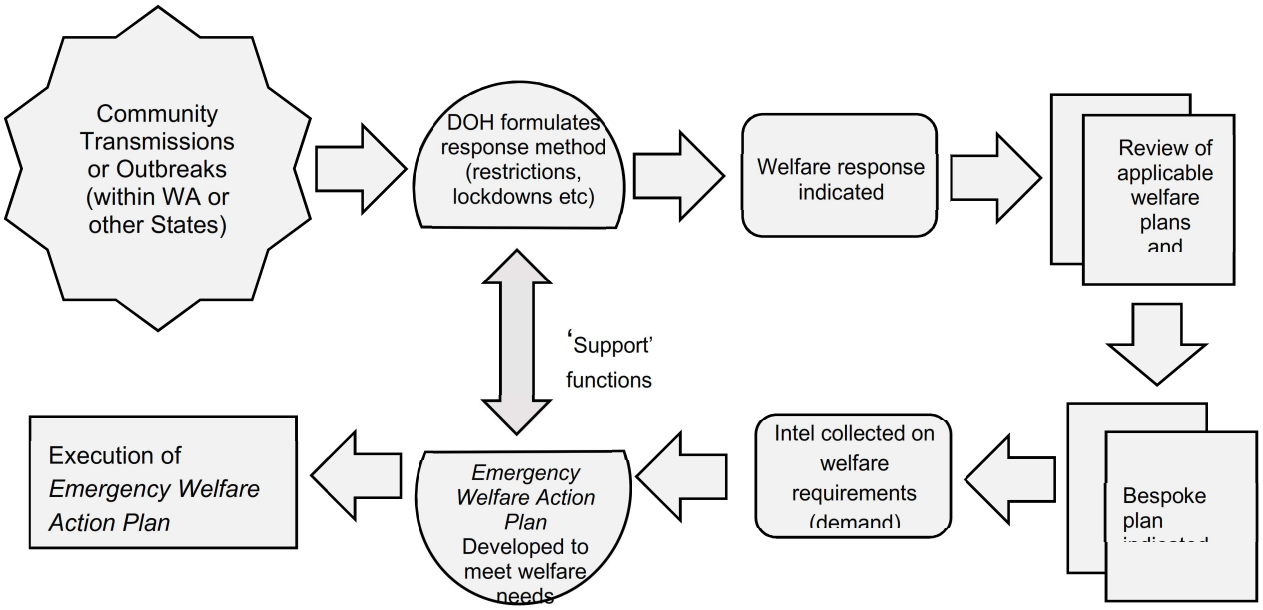
The planning documents suite is designed to give generic coverage of emergency welfare circumstances, particularly those circumstances that occur more frequently.

For specific and/or novel circumstances the *Emergency Welfare Action Plan* methodology should be applied, to generate bespoke Incident Action Plans, informed by AIIMS methodology.

Emergency Welfare Action Plans must be generated rapidly and be agile enough to support any of the COVID-19 management options that may be applied. Examples of potential management options are depicted in Appendix B.

Any generated plans can then also become pre-formed checklists for later similar circumstance.

The process for the generation of *Emergency Welfare Action Plans* is represented in the diagram on the following page.



Department of Communities COVID-19 Response

The levels of response as per the *State Support Plan – Emergency Welfare (Interim)* and how they map with the DOH *COVID-19: WA Integrated Outbreak, Containment and Response Plan (OCRP)* and activation triggers are as follows:

Welfare Response Plans		**DOH Outbreak, Containment and Response Plan**	
Stages	**Activity**	**Phases**	**Activity**
Pre-response stage	Prevention, preparedness & planning. Development, review, testing and refinement of welfare function plans and checklists.	Phase 1 (OCRP Section 1.11)	Outbreak prevention and preparedness.
Stage 1	**Alert** – external or internal notification. Ascertain relevant welfare function plans and checklists in anticipation of activating. Preparation for development of tailored *Emergency Welfare Action Plan.*	Phase 2 (OCRP Section 1.12)	Outbreak standby and monitoring – potential for outbreak (no community transmission).

Stage 2	2a	**Response** – Preparation to implement the relevant welfare function plans and checklists. Initial development of tailored *Emergency Welfare Action Plan* as required.	Phase 3 (OCRP Section 1.13)	Outbreak response – initial action.
	2b	**Response** – Sustained implementation of relevant welfare function plans, checklists and/or tailored *Emergency Welfare Action Plan.*	Phase 4 (OCRP Section 1.14)	Outbreak response – targeted action.
Stage 3		**Stand-down** – when welfare response complete (note: welfare response could continue longer than health response).	Phase 5 (OCRP Section 1.15)	Outbreak recovery.

Details of the stages (as above) and pertinent steps by the HMA and by the welfare function are discussed below.

Pre-response: Prevention, preparedness, and planning

HMA prevention and preparedness activities

(OCRP Section 1.11: Phase 1: Outbreak prevention and preparedness)

- Development and testing of local, regional and state/system-wide operational response plans.
- Preparation of supporting agencies to respond and put workforce and supplies management plans in place.
- Promotion of public health and IP&C methods

Emergency Welfare Function - *prevention* activities (regional)

- Communities' regional staff provide a range of emergency welfare services in support of the HMA's COVID-19 suppression and containment efforts. These services include:
    - provision of emergency welfare services to impacted eligible people via directed to self-quarantine or self-isolate, including emergency accommodation, food provision, personal requisites, personal support, registration and reunification and financial assistance, and

- reception of travellers entering the State via land border crossings (e.g. Kimberley and Goldfields) as required.

Emergency Welfare Function - *prevention* activities (SWICC)

- Communities via the SWICC to provide a range of emergency welfare services in support of the HMA's COVID-19 suppression and containment efforts. These services include:
  - set up and operation of the Communities COVID Support Line to provide emergency welfare services to impacted eligible people via phone (accessed by members of the community via 13COVID), including emergency accommodation, food provision, personal requisites, personal support, registration and reunification and financial assistance
  - reception of travellers entering the State via Perth Airport
  - reception of travellers directed to self-quarantine at Perth State Quarantine Centres (hotels) as requested by HMA
  - provision of PPE for the delivery of the above services, and
  - provision of PPE for the delivery of the above services.

Emergency Welfare Function *preparedness and planning* activities (regional)

- Development, review, testing and refinement of welfare function plans and checklists.
- Local identification, acquisition and/or arrangements for goods and/or services required to implement plans and deliver local emergency welfare services.
- Contribution to testing/exercising DoH outbreak, containment and response plans and other associated plans.
- Contribution to testing/exercising welfare function plans.
- Stakeholder engagement to identify gaps in emergency welfare services and build relationships with HMA and local support partners critical to the delivery of local emergency welfare services.

Emergency Welfare Function *preparedness and planning* activities (SWICC)

- SWICC will engage with DoH, Communities' Regional staff, Community Support Organisations, and other stakeholders to identify and plan for emergency welfare needs in the event of a COVID-19 outbreak within the community. This will include:
  - development, review, testing and refinement of welfare function plans and checklists
  - testing/exercising welfare function plans and other associated Communities' plans
  - contributing to and testing/exercising of DoH outbreak, containment and response plans
  - stakeholder engagement to identify gaps in emergency welfare services and build relationships with HMA and support partners critical to the delivery of emergency welfare services
  - intelligence activities to identify threats and inform required welfare function planning and operations
  - continued operation of prevention activities in support of the HMA

- logistics activities to identify, acquire and/or arrangement for the provision of goods and/or services required to implement plans and deliver emergency welfare services
- communication activities to identify required and improve existing emergency messaging, and
- surge planning to support scaled provision of emergency welfare services.

Stage 1: Alert

HMA outbreak standby and monitoring activities

(OCRP Section 1.12: Phase 2: Outbreak standby and monitoring)

- Supporting agencies continued preparedness activities
- Testing and isolation of people with symptoms of COVID-19
- The IC is informed via the D/CHO, Public Health or Chief Health Officer (CHO) as part of daily reporting arrangements, supporting the identification of any potential situation where the criteria for definition of an outbreak is met.
- If the D/CHO, Public Health determines that the criteria for an outbreak have been met they will immediately notify key parties, including the IC.
- Response agencies will be alerted by the IC or the REOC if the outbreak is in a regional setting.
- If outbreak definition met the next stage (HMA Phase 3 Outbreak response initial action) will be triggered.

Emergency Welfare Function – Stage 1 *Alert* activities (regional)

- Pre-response prevention, preparedness and planning activities continued.
- If alerted to a potential outbreak:
  - Communities Region staff will provide emergency welfare services as required.
  - Regional Executive Director (RED) will notify the WEC.
  - If required, RED will make request for immediate assistance to the WEC and/or indicate assistance that may be required in the future.
  - Agree on contact/update schedule between RED and WEC.

Emergency Welfare Function – Stage 1 *Alert* activities (SWICC)

- Pre-response prevention, preparedness and planning activities continued.
- The WEC may be alerted to a potential outbreak or notification from the SHICC IC, RED (where the alert originates), and/or other source.
- Upon being alerted the WEC (or delegate e.g. DWEC or Liaison Officer) will engage with DoH, Communities' Region staff, support partners and other stakeholders as applicable to obtain an initial situation report and confirm they will be notified in the event of a confirmed outbreak.
- WEC to alert SWC.
- Ascertain relevant welfare function plans and checklists and preparation for development of tailored *Emergency Welfare Action Plans* as required.

Stage 2a: Response

HMA Outbreak response – initial action activities

(OCRP Section 1.13: Phase 3: Outbreak response – initial action)

- Declaration of outbreak/outbreak notification.
- Formation of outbreak management team (OMT).
- Situational analysis (define the setting).
- Case management.
- Contact tracing and contact management (downstream contact tracing).
- Investigation of source of infection (upstream contact tracing).
- Local facility response / local and regional response in line with plans.
- Additional case finding.
- Public health control measures.
- Standby of the Clinical & Logistical Support Team (CLST), the Patient Flow Coordination Centre (PFCC) and other SHICC capacity.
- Activation of communication and Public Information Plan.
- Reporting/monitoring and activation of a system level response.
- The outbreak response may move rapidly through the above activities and into Phase 4. Most of the activities listed in Phase 3 will also continue into Phase 4.

Emergency Welfare Function – Stage 2a *Response* activities (regional)

- Continue to provide local emergency welfare services as required.
- Maintain agreed contact schedule with SWICC WEC if assistance is required.

Emergency Welfare Function – Stage 2a *Response* activities (SWICC)

- WEC to be notified of outbreak by the SHICC, RED, as a result of the formation of an OASG or other source.
- WEC will notify the DWEC and SWC.
- Upon being notified of an outbreak the WEC/DWEC will engage with DoH, Communities' Region staff, support partners and other stakeholders as applicable to obtain an initial situation report and agree on a contact/update schedule.
- WEC/DWEC (or delegate) will call in SWICC Cell Leads to the SWICC at a nominated time to activate plans and/or develop an EWAP and activate the SWICC/SHICC Liaison Officer.
- SWICC Intel to develop and circulate to appropriate stakeholders SitReps and Intel Briefs as required with attention on actions to meet immediate needs
- SWICC Planning to review and activate most appropriate plans and checklists from the planning suite and/or generate tailored EWAP (with initial focus on first 12-48 hours).
- Plans may include (but not be limited to) actions in relation to the delivery of the six emergency welfare functions:
    - to access staff from across the agency with HR support

- to plan for/deploy Communities' staff to provide emergency welfare assistance as identified
- to activate identified support partners.
- for the preparation of emergency response communications.
- cyclical DG, CLT, Ministerial, sector partner communications
- for requests for information (RFI)
- for requests for assistance from the HMA or other agencies, and
- to develop the next plan post 48 hours.

Stage 2b: Response - sustained

HMA Outbreak response – initial action activities

(OCRP Section 1.14: Phase 4: Outbreak response – targeted action)

- Supporting agencies are notified of the outbreak.
- Clinical and Logistics Support / CLST's are activated as required; activation of system-level plans including:
  - the COVID-19 Bed Capacity Frameworks (General Bed / Ventilated Bed / Emergency Bed / Mental Health)
  - Related 'enabling' or supporting plans including workforce, medical equipment and supplies / logistical plans
  - State mortuary plan, and
  - Road and/or Air Transport plans.
- Department of Communities' Regional Office and/or the State Welfare Incident Coordination Centre (SWICC) support may be required to provide additional isolation/quarantine facilities and welfare support which can be requested by the IC or EOCs (metropolitan or WACHS).
- Daily reporting continues including a situational report and forward risk assessment which will support monitoring to inform early alerting of the need to activate a State/System-level response if required.
- Local / Regional public health response / facility response occurs to manage the outbreak depending on the setting.
- Communications activities to the public and senior leadership occur
- Surge response occurs as required (clinical including workforce / capacity / logistics / transportation).
- Restrictions – consideration of implementation of restrictions on movement of people and mass gatherings will be made and advice provided accordingly.

Emergency Welfare Function – Stage 2b *Response – sustained* activities (regional)

- Region to provide emergency welfare services in line with relevant welfare function plans and checklists and/or developed EWAP.

Emergency Welfare Function – Stage 2b *Response – sustained* activities (SWICC)

- Execute relevant welfare function plans and checklists and/or developed tailored EWAP in support of Communities' Regional emergency welfare service provision with support of applicable support partners.
- Maintain agreed communication/updates with the HMA, SWC, CLT, Ministerial liaison, Communities' Region(s) and support and sector partners.

- Respond to changes in situation as required in support of HMA and Communities' Region requirements for assistance.
- Utilising situational assessments commence development of sustaining support plans (e.g. 48 hours +).

Stage 3: Recovery

HMA Outbreak recovery activities

(OCRP Section 1.15: Phase 5: Outbreak recovery)

- The IC advise agencies of the commencement of transition to normal arrangements
- Where relevant, the IC requests and coordinates a debrief with supporting agencies
- In consultation with SHICC Logistics Cell, ensure adequate replacement of disposable supplies are available
- PHEOC continue to monitor for cases of COVID-19
- Final decontamination of facility/ies occurs
- IC coordinates funding and cost recovery as required
- SHICC Health Operations confirms normal health service activity is established
- Ongoing monitoring of COVID-19 through laboratory notification of cases and the notifiable infectious disease system by PHEOC staff and
- Review and updating of plans, processes, and procedures where appropriate.

Emergency Welfare Function – Stage 3 *Recovery*

- Note: the welfare function response could continue longer than the Health response (as determined by the SWC/WEC).
- Welfare response teams and supporting agencies are stood down.
- Managing the transition as services return to normal activities.
- Debriefing and evaluation of the response.
- Ensuring people are connected back to their community.
- Helping to provide practical support and assistance, reduce stress and rebuild community resilience and cohesion following an event.
- Depending on the level of event, a social recovery plan may be required.
- Outbreak recovery activities are completed.
- Return to *Stage 1 Alert* (as long as the State Hazard Plan for Human Biosecurity is active for the purposes of the COVID-19 pandemic response).
- Continue pre-response prevention, preparedness, and planning activities.

Appendix A

Key contacts for COVID Welfare Response:

Agency	Name	Contact	Email
State Welfare Coordinator (SWC)	Mike Rowe		mike.rowe@communities.wa.gov.au
Deputy Director General Community Services	Rachael Green		rachael.green@communities.wa.gov.au
Assistant Director General General Aboriginal Outcomes	Cheryl Smith		cheryl.smith@communities.wa.gov.au
Chief People Officer	Kevin Hollingsworth	0432 840 455	Kevin.hollingsworth@communities.wa.gov.
Welfare Emergency Controller (WEC)	Geraldine Carlton	0414 930 481	geraldine.carlton@communities.wa.gov.au
Deputy Welfare Emergency Controller (DWEC)	Andrew Sanders	0466 933 248	andrew.sanders@communities.wa.gov.au
Deputy Welfare Emergency Controller (DWEC)	Tami Maitre	0466 945 848	tami.maitre@communities.wa.gov.au
Assistant Director Work Health and Safety	Maria Daniels	0419195466	Maria.daniel@communities.wa.gov.au
Executive Director Specialised Care and Accommodation	Astrid Kalders	04108379614	Astrid.kalders@communities.wa.gov.au
Regional Executive Director | Kimberley	Fiona Fischer	9193 8483 0427 992 364	Fiona.Fischer@communities.wa.gov.au
Regional Executive Director | Pilbara	Simon Taylor	9159 1704 0448589 825	Simon.taylor@communities.wa.gov.au
Regional Executive Director | Goldfields	Melanie Croke	9093 5241 0408 694 620	Melanie.croke@communities.wa.gov.au
Regional Manager State-Wide & Great Southern	Neila Williams	0423 298 147	Neila.williams@housing.wa.gov.au
Executive Director Service Delivery	Lindsay Hale	9440 2578 0417 922 397	Lindsay.hale@communities.wa.gov.au
Regional Executive Direction | South West	Amber Fabry	(08) 6277 3666 0418295486	Amber.fabry@communities.wa.gov.au
A/Regional Direct | Midwest	Jane Simmons	(08) 9965 9541 0437 158 635	Jane.simmons@communities.wa.gov.au
Regional Executive Director | North Metro	Jacqui Herring	0417 499 679	Jacqui.herring@communities.wa.gov.au
Regional Executive Director | South Metro	Andrew Geddes	0400 800 803	Andrew.geddes@communities.wa.gov.au
A/Regional Executive Director | East Metro	Rochelle Binks	0428 053 731	Rochelle.binks@communities.wa.gov.au
A/Director Emergency Services	Matt McNally	0439 934 175	matt.mcnally@communities.wa.gov.au
Manager Planning and Intelligence	Natalia Gemmell	0417 104 770	Natalia.gemmell@communities.wa.gov.au
Project Manager | Regions	Erin Bond	0435 620 572	Erin.bon@communities.wa.gov.au
Project Manager | Central	Jamie Craggs	0421 708 208	Jamie.craggs@communities.wa.gov.au
Principal Consultant PMO Outcomes Systems	Sean Resnick	0419 910 836	Sean.resnick@communities.wa.gov.au
Planning & Information Analysis Manager	Michael Carroll	0432 840 614	Michael.carroll@communities.wa.gov.au
Principal Business Intelligence Analyst	Chris Dorrian	0432 839 117	Chris.dorrian@communities.wa.gov.au
Principal Intelligence Officer	Chadd Williams	0432 832 537	Chadd.williams@communities.wa.gov.au
All Hazards On-Call Officer	On Call	0418 943 835	-
COVID On Call Officer	On Call	0447 950 953	-
COVID Support Line	13COVID	1326843	-
SWICC Intel	-		SWICCIntel@communities.wa.gov.au
PHEOC	-	08 9222 0221	pheoc@health.wa.gov.au
SHICC Watch Desk	-	08 9222 2017	SHICC.covidoperations@health.wa.gov.au
St John Ambulance	-	08 9344 1226	stateambulancedutyofficer@stjohnambulance.com.au
WA Police Force		0411 709 153	emergency.operations.unit@police.wa.gov.au
DFES		08 9395 9201	do.statesituation@dfes.wa.gov.au

Appendix B

Considerations in design of *Emergency Welfare Action Plans* in relation to various COVID-19 welfare response situations:

Considerations when Outbreak Management Option	Some considerations for Welfare Response
Managed in-situ with local resources	• Local staff supporting • Support of online services (call centre etc) • Relief and rostering for local staff for extended periods as well as call centre personnel
Managed in-situ with additional external resources	• Need for a deployed team to support, boost, and relieve local staff • Pre-determined capacity expansion, workforce arrangements and training for deploying staff • Breath of skillsets for the range of welfare needs • Supplies and equipment for extended period
Evacuated COVID+ cases	• Welfare support for evacuated ill (e.g. isolated) persons • Support for non-evacuated persons (e.g. dependents) • Welfare response on two fronts • Appropriate staffing, skills, relief, rostering, training, supplies and equipment for extended period
Evacuated COVID+ cases and close contacts	• Welfare support for evacuated ill (e.g. isolated) persons • Welfare support for evacuated non-ill close contacts (e.g. isolated) persons • Support for non-evacuated persons (e.g. dependents). • Welfare response on several fronts • Appropriate staffing, skills, relief, rostering, training, supplies and equipment for extended period
Evacuated COVID+ cases, close contacts, and vulnerable groups	• Welfare support for evacuated ill (e.g. isolated) persons • Welfare support for evacuated non-ill close contacts (e.g. isolated) persons • Welfare support for evacuated vulnerable persons • Support for non-evacuated persons (e.g. dependents) • Welfare response on several fronts • Appropriate staffing, skills, relief, rostering, training, supplies and equipment for extended period
Evacuate all people	• Expanded scale welfare support for large population in potentially non-familiar environment • Appropriate staffing, skills, relief, rostering, training, supplies and equipment for large group for extended period