

## Informal Notes of the Local Emergency Management Committee (LEMC) Meeting held 21 September 2022

Informal Notes of the Local Emergency Management Committee (LEMC) Meeting held in the Manjimup Emergency Services Collocation Building, at 46 Bath Street Manjimup on Wednesday 21 September 2022.

### 1. Declaration of Opening the Meeting

Shire of Manjimup, Chief Executive Officer, Andrew Campbell assumed the chair and declared the meeting open at 1.00pm. Introductions were conducted.

#### **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

Andrew Campbell – CEO (**Chair**)  
Todd Ridley - CESM  
Cr Denise Jenkins (Proxy)  
Remo Pessotto – CBFCO  
Chris Sousa – DFES

##### Non Voting

Nicole Favero - SoM  
Brad Wren – DCBFCO (Proxy)  
Sharon Johnston - WHS  
Renee Flaxman - DoC  
Ryan Hamblion - DoC  
Duncan Palmer – DBCA  
John Bouwman – WAPOL - SWest

#### **Apologies:**

Justine Kelly – WHS  
Gavin Barke – Pemberton Police  
Vikram Cheema - DEMC  
Gary Wilcox – St John Ambulance

Jeff Bennett – DBCA (Proxy)  
Michele Duxbury – DC (Proxy)  
Cr Paul Omodei

Due to a lack of quorum of voting members and many position changes, this meeting will be recorded with Informal Notes.

Todd to contact individual agencies and request they provide an updated member and proxy list, see section 9.

### 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, 13 July 2022.**

Note – Amendment required to the Minutes in Section 9, 12.1 and 12.5 where ‘Hand Foot and Mouth Disease’ is referenced, to change to ‘Foot and Mouth Disease (FMD)’.

**MOVED:** Remo Pessotto      **SECONDED:** Denise Jenkins      **AIF**

***“That the confirmed Minutes of the General Meeting held Wednesday, 13 July 2022 be received as a true and correct record with the noted amendment.”***

**6. Council’s Response to Minutes of the General Meeting held Wednesday, 13 July 2022.**

**COUNCIL RESOLUTION:**

**MOVED:** Eiby, W      **SECONDED:** Skoss, K

**28835**

**That Council receive the Unconfirmed Minutes of the Local Emergency Management Committee (LEMC) Meeting held on the 13 July 2022 as shown as Attachment: 9.16.2(1).**

**ADOPTED BY EN BLOC RESOLUTION: 10/0**

**7. Business Arising from the Minutes - Nil**

**8. Correspondence**

<b>8.1</b>	<b>Incoming</b>	<b>Attachment</b>
8.1.1	<b>DoC</b> – Michele Duxbury – DESO South West Role -change for LEMC positions	<b>1</b>
8.1.2	<b>DoC</b> – Renee Flaxman – Introduction & Welfare Centre Evacuation Workshop Notification	<b>2</b>
8.1.3	<b>DoC</b> – Renee Flaxman – Welfare Centre Evacuation Workshop - Change of Date Notification	<b>3</b>
8.1.4	<b>WHS</b> – Justine Kelly – Requesting additional LEMC Representative and proxies for Pemberton Northcliffe Health Service PNHS.	<b>4</b>
8.1.5	<b>DoC</b> – Renee Flaxman – Welfare Centre Evacuation Workshop - Cancellation	<b>5</b>
<b>8.2</b>	<b>Outgoing</b>	<b>Attachment</b>
8.2.1	<b>Shire of Manjimup</b> – LEMC Agenda and Minutes from previous meeting.	<b>N/A</b>

## 9. Review of LEMC Terms of Reference & Membership

Discussion regarding the LEMC Terms of Reference and clarification that Council Officer's can put forward any changes to Council.

We have received correspondence from Department of Communities confirming change of appointments with Renee Flaxman replacing Michele Duxbury in the role of DESO–South West and Michele Duxbury, the new DESO-Great Southern will be proxy.

There has been a request from Justine Kelly Warren Health Service (WHS) for Pemberton Northcliffe Health Service (PNHS) to be added as a member and proxy as they are now stand alone, members were in agreeance to add.

SJA from Great Southern have also requested to be added, discussion ensued with decision to add as a non-voting guest agency.

Other Agencies to be invited as a non-voting guest are Water Corporation this also included amending Western Power from a voting to a non-voting guest.

Todd to contact individual agencies and request they provide an updated member and proxy list. Revision of ToR to go to Andrew Campbell then to Council.

## 10. Treatment Strategies and Task List

- **LEMC Training Exercise** – see General Business
- **DPIRD - Foot and Mouth Disease** – No longer required due to the extent of information and meetings held throughout the Community. Remove from List.
- **NBN Presentation** – Katina Bowie – Invitation was sent for September meeting and Katina was unable to attend, carry invite forward to November Meeting.

## 11. Events

- Late applications received after Agenda set was the Bluegrass Festival on this weekend and movies at the Heritage Park.

## 12. Training and Exercise Reports

- **DFES** – held a L3 Pre Form Team Exercise combined with DBCA and other Agencies for a fire at Serpentine/Jarrahdale. Another regional BFB Exercise with LG coming up 9 November in Nannup with IMT.
- **WHS** – Looking at holding another No Notice table top exercise with all Agencies at the beginning of this fire season. One at Northcliffe, Pemberton and Manjimup.
- **DoC** – Staff training over last few months to prepare for the coming season with the planned training for tomorrow with LG's in Bridgetown cancelled due to new public holiday. New date to be confirmed.
- **WAPOL** – Attended the Bunbury DFES exercise of Fire in Bunbury, good interagency training and also another scenario with Flood in Collie.
- **DBCA** – IMT training commenced last week with pre-formed teams get together at Centre of Excellence and run through scenarios. Bushfire training when things dry up. L2 planning exercises commence next week.

- **BFB** – Currently run 4 x basic introduction courses in the last few months, 1 x Fire Control Officer and Ground Controller courses.

### **13. Members Reports**

#### **13.1 DFES – Chris Sousa**

Report was tabled see Attachment 6.

#### **13.2 Shire of Manjimup Councillor – Denise Jenkins**

Nil to Report.

#### **13.3 Warren Health Service - WHS – Sharon Johnston**

Report was tabled, see Attachment 7.

***Response from Report:*** Staffing numbers are back to pre-COVID business operations.

#### **13.4 Department of Communities - DoC – Renee Flaxman**

Report was tabled see Attachment 8.

#### **13.5 WAPOL South West District – John Bouwman**

A number of fatal crash involving single vehicle, some with strong relations to volunteer services which is very hard for local members. Advised on the new OIC for Manjimup to commence soon.

#### **13.6 CBFCO – Remo Pessotto**

All quiet at this stage, Remo and Brad have been attending Brigade AGMs, with a good turnout from brigade members. Apart from meetings all has been good.

#### **13.7 DBCA – Duncan Palmer**

Report was tabled, see Attachment 9.

***Response from Report** – Discussion ensued regarding struggle to fill DBCA trucks, currently two trucks down in this area, Blackwood have 21 trucks and can only fill 12. Look at possibility of Bush Fire Brigades utilising trucks though this would require an agreement in place for insurance, another way would be to supply volunteers instead. Recently lost over 260 years' experience with seven people leaving the industry, struggling to find and retain staff, look at possibly offering seasonal workers a more attractive rate, permanency etc as difficult to compete with mining industry.*

*SoM has reservations with closure of Timber Industry and removal of much of the heavy equipment in the bush that is often called upon in an emergency. Shire is trying to advocate additional resource and funding into agencies like DBCA and opening up the Airfield with improvements to support this. There is a specific focus on Machine operators as this is becoming difficult even in the private sector.*

*Forecast shaping up to be identical to last year's season with same fire conditions.*

*Clarification received that maintaining of road networks will continue, though smaller tracks and coupe roads will be left to be overgrown.*

*Query on scope for secondment of staff from other areas to assist, the issue is the lack of accommodation.*

*All localised spotter pilots currently based out of Manjimup which gives more flexibility.*

*Discussion on the new Fire Danger Rating System, it won't change anything for their prescription burning.*

### **13.8 DEMC – Vikram Cheema**

Report received with their apologies and was tabled, see Attachment 10.

### **13.9 CESM – Todd Ridley**

- Australian Fire Danger Rating signs have now all been taken down ready for replacement of the new signs.
- Local Emergency Management Arrangements (Review) by WALGA was held last week in Bunbury with Todd and Nicole attending, this discussion paper will be shared with the minutes. Similar issues held by all LGs with LEMAs, with discussion if they should be held at a more local or district level and what documents are of more value ie resources etc.

## **14. General Business**

**14.1** Brad Wren requested Aircraft information to be provided by Chris from DFES.

## **15. Desktop Exercise - Risk Awareness and Understanding with Command, Control and Coordination**

Due to a lack of members in attendance this exercise will be postponed until next meeting.

## **16. Next Meeting**

Next General Meeting to be held 30 November 2022.

## **17. Declaration of Close of Meeting**

Shire of Manjimup, Chief Executive Officer, thanked everyone for their attendance and closed the meeting at 2.08pm.

## TREATMENT STRATEGIES AND TASK LIST

Item	Status	Next Step	Action By
LEMC Training Exercise	November 2022 Meeting	<ul style="list-style-type: none"> <li>Risk Awareness and Understanding with Command, Control and Coordination Exercise.</li> </ul>	Todd Ridley
NBN Presentation - Katina Bowie	November 2022 Meeting	<ul style="list-style-type: none"> <li>Invite Katina to present at next LEMC meeting</li> </ul>	Todd Ridley
Terms of Reference update	November 2022 Meeting	<ul style="list-style-type: none"> <li>Contact all Agencies requesting their updated member and proxy and change and invite some Agencies as guest members.</li> </ul>	

## EVENTS PLANNED IN THE SHIRE OF MANJIMUP

Event	Date	Notes
Southern Forest Vinduro	24-25 Sept 2022	<ul style="list-style-type: none"> <li>➤ Sporting event pre 1995 off road motorcycles</li> <li>➤ Approx 150 max over entire event</li> <li>➤ Road Closures</li> </ul>
Quinninup Fair	2 October 2022	<ul style="list-style-type: none"> <li>➤ Community Fundraising event</li> <li>➤ Approx 600 max over entire event</li> <li>➤ Food, Alcohol and Music</li> </ul>
Pemby Trail Fest	14-16 October 2022	<ul style="list-style-type: none"> <li>➤ 3 Day running/hiking festival</li> <li>➤ Approx 450 max over entire event</li> <li>➤ Competitors crossing roads</li> <li>➤ Food Vendors</li> </ul>
On Your Bike Southern Forest Tour	<b>Manjimup</b> 18-19 October <b>Northcliffe</b> 20 October 2022 <b>Pemberton</b> 21-22 October 2022	<ul style="list-style-type: none"> <li>➤ Cycle Touring event</li> <li>➤ Camping Deanmill Oval, Northcliffe Cricket Ground &amp; Pemberton Caravan Park</li> <li>➤ Approx 130 Participants</li> <li>➤ Food &amp; Alcohol included in registration fee supplied by local caterers</li> <li>➤ Music 18<sup>th</sup> at Imperials Rec Ground</li> </ul>

**Michele Duxbury – Department of Communities**

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**From:** Michele Duxbury <[Michele.Duxbury@communities.wa.gov.au](mailto:Michele.Duxbury@communities.wa.gov.au)>

**Sent:** Tuesday, 16 August 2022 12:04 PM

**To:**

**Subject:** DESO South West Role - Department of Communities

To my Colleagues

I wish to advise I have won the position of DESO – Great Southern and will be taking up the role from the 1<sup>st</sup> September. I leave you in good hands with Renee Flaxman who has accepted the role of DESO – South West until Roma Boucher returns in April 2023.

Renee has a wealth of experience as she has been with the State Welfare Incident Coordination Centre (SWICC) for the last two years in the COVID space and she has been heavily involved in the activation of the evacuation centres throughout last year's season. Many of you are probably well acquainted with her already.

My mobile number will stay with the DESO South West role for continuity purposes. Renee's email address is: [Renee.Flaxman@communities.wa.gov.au](mailto:Renee.Flaxman@communities.wa.gov.au). Please welcome Renee in to the position and if I haven't had the opportunity to introduce her to you, please make yourself known.

I wish to thank you all for making me feel very welcome in the South West and for all your support as I literally hit the ground running, or shall we say, a 'baptism of fire'. I am only in the Great Southern region and I look forward to maintaining the relationships that I have built. Please keep in touch and welcome Renee in to the position.

Thank you.

Kind regards

Michele



**Michele Duxbury**

District Emergency Services Officer  
State Welfare Incident Coordination Centre

**Department of Communities**

T: 0427 476 658

E: [michele.duxbury@communities.wa.gov.au](mailto:michele.duxbury@communities.wa.gov.au)

The Department of Communities acknowledges the Traditional Owners of Country throughout Western Australia and their continuing connection to land, waters and community. We pay our respects to them and their cultures, and to their Elders past, present and emerging

## Nicole Favero

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**From:** Renee Flaxman <Renee.Flaxman@communities.wa.gov.au>  
**Sent:** Friday, 2 September 2022 1:17 PM  
**To:** tclynch@bridgetown.wa.gov.au; glennorris29@bipond.com; lpearce@bridgetown.wa.gov.au; Andrew Campbell; Todd Ridley; Gail Ipsen Cutts; Nicole Favero; christopher.sousa@dfes.wa.gov.au; Shire President; gavin.barke@police.wa.gov.au; isaac.rinaudo@police.wa.gov.au; Richard.bothe@dfes.wa.gov.au; Craig.KELLY@police.wa.gov.au; dave.white2@police.wa.gov.au; mike.smith@police.wa.gov.au; philip.brandrett@dfes.wa.gov.au; christopher.sousa@dfes.wa.gov.au; philip.bresser@dfes.wa.gov.au; dave.murphy@police.wa.gov.au; linda.ashton@dfes.wa.gov.au; nathan.hal@dfes.wa.gov.au  
**Cc:** Ryan Hamblion  
**Subject:** CM: Introduction

**Importance:** High

**Follow Up Flag:** Follow up  
**Flag Status:** Flagged

**Record Number:** D22/16161

Good morning everyone,

As you may be aware, my colleague, Michele Duxbury, has finished up in the South West and stepped into the District Emergency Services Officer's roll in the Great Southern as of yesterday 1<sup>st</sup> September. I am standing in DESO role for the South West until Roma returns. While I have been fortunate to meet some of the Bridgetown team meetings recently, am looking forward to meeting the Manjimup team at the LEMC meeting on the 21<sup>st</sup> September.

This will be a great opportunity for the Department of Communities and both the Shire of Manjimup and Bridgetown to get together in preparation of the upcoming high season. With that in mind my colleague, Ryan Hamblion and I, will be scheduling a workshop on the morning of the 21<sup>st</sup> September from 8:30 to 12pm at the Bridgetown Leisure Centre.

We really look forward to having as many of you as possible participate in this workshop with us and ask that you please let me know if you (and/or any other of your staff or teams) are able to attend.

Kind regards,  
Renee

**Renee Flaxman**  
Senior Project Officer / A/District Emergency Services  
Officer South West  
SWICC Operations Regional  
Department of Communities

16 Symmons Street, Bunbury 6230  
**M** 0417 978 217  
**P** 08 6414 1762

**W** [communities.wa.gov.au](https://communities.wa.gov.au)





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## Nicole Favero

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**From:** Renee Flaxman <Renee.Flaxman@communities.wa.gov.au>  
**Sent:** Tuesday, 6 September 2022 2:01 PM  
**To:** tclynch@bridgetown.wa.gov.au; glennorris29@bipond.com; lpearce@bridgetown.wa.gov.au; Andrew Campbell; Todd Ridley; Gail Ipsen Cutts; Nicole Favero; christopher.sousa@dfes.wa.gov.au; Shire President; gavin.barke@police.wa.gov.au; isaac.rinaudo@police.wa.gov.au; Richard.bothe@dfes.wa.gov.au; Craig.KELLY@police.wa.gov.au; dave.white2@police.wa.gov.au; mike.smith@police.wa.gov.au; philip.brandrett@dfes.wa.gov.au; christopher.sousa@dfes.wa.gov.au; philip.bresser@dfes.wa.gov.au; dave.murphy@police.wa.gov.au; linda.ashton@dfes.wa.gov.au; nathan.hal@dfes.wa.gov.au  
**Subject:** RE: Introduction

Good afternoon everyone,

To allow enough time for discussion and in considering travel time to get to Manjimup for the LEMC meeting on the 21st, we are going to reschedule the workshop to the 22<sup>nd</sup>. I am hoping this will better suit and enable more people to attend.

Further information will be sent through shortly once venue has been confirmed.

Apologies for any inconvenience this may have caused.

Kind regards,  
Renee

**Renee Flaxman**  
Senior Project Officer / A/District Emergency Services  
Officer South West  
SWICC Operations Regional  
Department of Communities

16 Symmons Street, Bunbury 6230  
**M** 0417 978 217  
**P** 08 6414 1762

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Department of **Communities**

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phillip.bresser@dfes.wa.gov.au; dave.murphy@police.wa.gov.au; linda.ashton@dfes.wa.gov.au;  
nathan.hal@dfes.wa.gov.au

**Cc:** Ryan Hamblion <Ryan.Hamblion@communities.wa.gov.au>

**Subject:** Introduction

**Importance:** High

Good morning everyone,

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This will be a great opportunity for the Department of Communities and both the Shire of Manjimup and Bridgetown to get together in preparation of the upcoming high season. With that in mind my colleague, Ryan Hamblion and I, will be scheduling a workshop on the morning of the 21<sup>st</sup> September from 8:30 to 12pm at the Bridgetown Leisure Centre.

We really look forward to having as many of you as possible participate in this workshop with us and ask that you please let me know if you (and/or any other of your staff or teams) are able to attend.

Kind regards,

Renee

**Renee Flaxman**

Senior Project Officer / A/District Emergency Services

Officer South West

SWICC Operations Regional

Department of Communities

16 Symmons Street, Bunbury 6230

**M** 0417 978 217

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

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## Nicole Favero

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**From:** Todd Ridley  
**Sent:** Monday, 12 September 2022 9:23 AM  
**To:** Nicole Favero  
**Subject:** FW: LEMAC

For LEMC terms of reference change

**Todd Ridley**  
Community Emergency Services Manager

---

**From:** Kelly, Justine <Justine.Kelly@health.wa.gov.au>  
**Sent:** Friday, 9 September 2022 3:00 PM  
**To:** Todd Ridley <todd.ridley@manjimup.wa.gov.au>  
**Subject:** RE: LEMAC

Hi Todd,

There has been a change in management structure within WACHS with position names and sites of responsibility.

Warren HS & Pemberton are no longer under the one manager as previously.  
I am responsible for Warren and Paige Weaver is A/DoN for Pemberton hospital.

Possibly a recommendation for additional Director of Nursing (DoN) at Pemberton hospital (currently Paige) and the clinical nurse managers from sites could be proxies for both DoN's.

Kind Regards,

**Justine Kelly** | Director of Nursing – Health Service Manager Warren & Blackwood Hospitals  
WA Country Health Service – South West  
T: 9772 5110 M: 0427901242  
E: [Justine.kelly@health.wa.gov.au](mailto:Justine.kelly@health.wa.gov.au) | W: [www.wacountry.health.wa.gov.au](http://www.wacountry.health.wa.gov.au)



Find us on  

*"I respectfully acknowledge the past and present traditional owners of this land, Wardandi country, that we are working on."*

Our Values: Community | Compassion | Quality | Integrity | Equity | Curiosity



---

**From:** Todd Ridley <[todd.ridley@manjimup.wa.gov.au](mailto:todd.ridley@manjimup.wa.gov.au)>  
**Sent:** Friday, 9 September 2022 11:23 AM  
**To:** Kelly, Justine <[Justine.Kelly@health.wa.gov.au](mailto:Justine.Kelly@health.wa.gov.au)>  
**Cc:** Nicole Favero <[Nicole.Favero@manjimup.wa.gov.au](mailto:Nicole.Favero@manjimup.wa.gov.au)>  
**Subject:** FW: LEMAC

Hi Justine

Thanks for your email, are you requesting that Paige and Kathy become LEMC members or just visitors?

If the request is for them to become members then we would need to change the LEMC Terms of Reference, which we can do but will require a recommendation to LEMC.

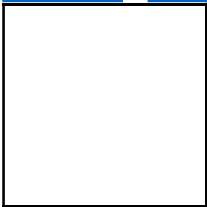
Let me know.

Regards



**Todd Ridley**  
**Community Emergency Services Manager**  
**Shire of Manjimup**  
PO Box 1  
37-39 Rose St, Manjimup WA 6258  
**T: (08) 9771 7777**  
**F: (08) 9771 7771**  
**D: (08) 9771 7732**  
**E: [todd.ridley@manjimup.wa.gov.au](mailto:todd.ridley@manjimup.wa.gov.au)**

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**From:** Nicole Favero <[Nicole.Favero@manjimup.wa.gov.au](mailto:Nicole.Favero@manjimup.wa.gov.au)>

**Sent:** Friday, 9 September 2022 7:52 AM

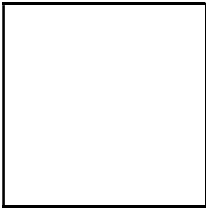
**To:** Todd Ridley <[todd.ridley@manjimup.wa.gov.au](mailto:todd.ridley@manjimup.wa.gov.au)>

**Subject:** FW: LEMAC



**Nicole Favero**  
**Administration Officer Ranger and Emergency Services**  
**Shire of Manjimup**  
PO Box 1  
37-39 Rose St, Manjimup WA 6258  
**T: (08) 9771 7777**  
**F: (08) 9771 7771**  
**D: (08) 9771 7734**  
**E: [Nicole.Favero@manjimup.wa.gov.au](mailto:Nicole.Favero@manjimup.wa.gov.au)**

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**From:** Kelly, Justine <[Justine.Kelly@health.wa.gov.au](mailto:Justine.Kelly@health.wa.gov.au)>  
**Sent:** Thursday, 8 September 2022 2:04 PM  
**To:** Nicole Favero <[Nicole.Favero@manjimup.wa.gov.au](mailto:Nicole.Favero@manjimup.wa.gov.au)>  
**Subject:** FW: LEMAC

Hi Nicole,

Can you please extend the invite to attend LEMC meetings to Paige Weaver and Kathy Smith PNHS CNM.

Thank you.

Kind Regards,

**Justine Kelly** | Director of Nursing – Health Service Manager Warren & Blackwood Hospitals  
WA Country Health Service – South West  
**T:** 9772 5110 **M:** 0427901242  
**E:** [Justine.kelly@health.wa.gov.au](mailto:Justine.kelly@health.wa.gov.au) | **W:** [www.wacountry.health.wa.gov.au](http://www.wacountry.health.wa.gov.au)



Find us on  

*"I respectfully acknowledge the past and present traditional owners of this land, Wardandi country, that we are working on."*

Our Values: Community | Compassion | Quality | Integrity | Equity | Curiosity



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**From:** Weaver, Paige  
**Sent:** Thursday, 8 September 2022 1:04 PM  
**To:** Kelly, Justine <[Justine.Kelly@health.wa.gov.au](mailto:Justine.Kelly@health.wa.gov.au)>  
**Cc:** Smith, Kathy <[Kathy.Smith@health.wa.gov.au](mailto:Kathy.Smith@health.wa.gov.au)>  
**Subject:** LEMAC

Hi Justine

Can you please forward the Manji LEMAC meeting so Kathy and I can attend

Kind Regards,

**Paige Weaver** | ADoN/HSM  
WA Country Health Service South West, Warren Blackwood MPS  
Mobile 0407755962

## Nicole Favero

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**Subject:** Canceled: [CANCELLED] Bridgetown/Manjimup Welfare Centre Evacuation Centre Training (Welfare Support)  
**Location:** Bridgetown Leisure Centre, 85 Steer Street, Bridgetown  
**Start:** Thu 22/09/2022 9:30 AM  
**End:** Thu 22/09/2022 12:30 PM  
**Show Time As:** Free  
**Recurrence:** (none)  
**Organizer:** Renee Flaxman  
**Importance:** High

Good afternoon everyone,

As the 22<sup>nd</sup> September has been announced as a day of mourning public holiday for our late Queen, this workshop will need to be cancelled and rescheduled for another time. Thank you to everyone who expressed interest and accepted the invitation. We will try to rearrange this session as soon as possible. Please forward this on to anyone who may have been missed.

Kind regards,  
Renee

**Renee Flaxman**

Senior Project Officer / A/District Emergency Services  
Officer South West  
SWICC Operations Regional  
Department of Communities

16 Symmons Street, Bunbury 6230  
**M** 0417 978 217  
**P** 08 6414 1762

**W** [communities.wa.gov.au](http://communities.wa.gov.au)



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

Good afternoon everyone,

As part of the preparation for the upcoming Emergency Services high season, we would like to invite you to attend:

## **Welfare Evacuation Centre Training (Welfare Support)**

**Date: Thursday 22<sup>nd</sup> September 2022**

**Time: 9:30 am – 12:30 pm**

**Venue: Bridgetown Leisure Centre, 85 Steer Street, Bridgetown**

The purpose of this workshop is to inform staff and stakeholders on the operation of a Welfare Centre in the case of an activation within the District, in the event they are called upon to provide assistance to evacuees in an emergency, such as the Yarloop bushfires a couple of years ago or the more recent Bridgetown bushfire. Topics to be discussed include:

- ☐ Department's mandated responsibility to provide welfare services during an emergency.
- ☐ Outline the services provided by the Department of Communities and our key stakeholders.
- ☐ How to setup the welfare centre and deliver services to the affected community.
- ☐ The Department's role in Recovery and services provided.

The Department of Communities is mandated by the *Emergency Management Act 2005* as the agency to provide the provision of Welfare Support for all emergencies state-wide as referred to in the State Emergency Welfare Plan. I look forward to seeing you there.

SVP: Please respond as soon as possible but no later than Monday the 19<sup>th</sup> September and accept the meeting invite for this email to confirm. Places are limited (more training will be run throughout the year). If you would like further information regarding this, please email me at [Renee.Fluxman@communities.wa.gov.au](mailto:Renee.Fluxman@communities.wa.gov.au)

Kind regards,  
Renee

**Renee Flaxman**  
Senior Project Officer / A/District Emergency Services  
Officer South West  
SWICC Operations Regional  
Department of Communities

16 Symmons Street, Bunbury 6230  
**M** 0417 978 217  
**P** 08 6414 1762





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

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**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.

Click [here](#) to report this email as spam.



## Shire of Manjimup LEMC Meeting

DFES LSW Region Report – 21 September 2022

- **Manjimup VFRS**

The Manjimup VFRS have had a new Light Tanker handed over formally in early September. This vehicle will also be available for use by the Bush Fire Brigade network when required. Thanks to Brad Wren for representing the Shire during the formalities.

- **Australian Fire Danger Rating System**

The Australian Fire Danger Rating System (AFDRS) Program has come into effect from 1 September 2022 across Australia. The AFDRS is a project of national significance developed collaboratively by each state and territory, and the Commonwealth government. Aims to improve public safety, reduce the impacts of bushfires and better support the community with nationally consistent ratings and messaging.

Changes to the Bush Fires Act have occurred to support the new AFDRS. While conditions for a Vehicle Harvest Movement Ban remain similar to the old forecasting system, automatic permit cancellation will occur earlier under the new rating system.

- **DFES Air Operations**

DFES Air Operations Manager has extended an invitation to meet with the Shire Executive/ Council/ BFAC to provide an overview for this year's aerial capability for emergency services response. The Government has provided funding for the Large Air Tanker to be based at Busselton Airport this year.

Chris Sousa

**A/District Officer Nelson - LSW**

## Warren Health Service Report 7<sup>th</sup> September 2022

### COVID-19

- Warren HS now treating and caring for covid-19 inpatients low volume.
- COVID-19 vaccination - **mandatory requirement** for triple vaccination remains. Mandatory requirement also includes volunteers to the health service such as hospital auxiliary and DHAC members.
- Visitors are required to provide evidence of COVID vaccination on request, answer concierge questions & undertake a RAT if symptomatic only (negative RAT will be permitted to enter facility).
- Staff across WACHS sites have been “FIT TESTED” for appropriate fitting mask and continue to comply with health directive in the workplace
- 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 6 potential COVID-19 people per week.
- Restrictions on visitor numbers 2 visitors per patient at a time (visiting hrs remain as 9am - 7pm).
- All visitors entering MPS site have onus of providing proof of flu vaccination – updated 2022 flu vaccination required as of June 30th 2022.
- There is a revised Public Health Act document with clauses for emergency personnel attendance at MPS sites permitting entry.

### GENERAL

- Continues to be a steady increase in patient presentations to hospital ED's – with reduced medical services in Manjimup, admissions remain above average for the past quarter 2022.

**LOCAL EMERGENCY MANAGEMENT COMMITTEE  
REPORTING**

**Agency:**

**Department of Communities  
(Communities)**

**Date: From – July 2022 to September 2022 inclusive**

**INCIDENTS:**

Date	Type of Incident	Location of Incident	Other Agencies Involved	Comments/Outcomes
Continual	Health – Pandemic	South West	HMA – Health	Close Out Stages

**EXERCISES AND TRAINING:**

**Please see notes below.**

Date:	Title	Objectives	Comments/Outcomes

**Additional Comments/Suggestions:**

- Department of Communities staff from the All-Hazards Unit have completed four deployments to NSW Flood Recovery affected areas between May and June. Staff were placed throughout the region. I was placed in Lismore and was stationed at the Lismore Recovery Centre as the Manager. As well as recovery centre functions, staff completed outreach work in the community specifically to remind the community to apply for the grants available to them, logistics predominantly around donations, and welfare boxes.
- COVID: April – July, Communities was assisting approximately 150 individuals at the start of April, majority with families, and since then, it has been decreasing to 'business as usual', especially with the focus now on 'living with COVID'.
- Regular training sessions, predominantly for Communities staff is being facilitated over the ensuing months so staff are prepared and ready to respond for the high threat season. The reason for the focus on Communities staff is because of the inability to provide training the last 2 - 3 years due to the COVID pandemic restrictions.



Department of **Biodiversity,  
Conservation and Attractions**



## **Warren Region Update for Manjimup LEMC meeting Wednesday 21 September 2022**

### **Prescribed Burning**

Warren Region is underway with preparations for its 2022/23 prescribed burn program.

The proposed 2022/23 program for the Warren Region consists of 61 burns totalling 123 598 hectares ensuring there is enough flexibility in the burn program to allow the region to take advantage of suitable opportunities where and when they occur. The proposed burn program provides a spread of burns to cater for the seasonal drying, north to south, east to west across the region.

Burns will be applied to achieve a range of objectives including town site protection, biodiversity management, silviculture, and broad scale fuel reduction.

Corporate approval for the plan has been provided in July 2022.

Burn plans have been sent to LGA's of Manjimup, Nannup, Bridgetown/Greenbushes, Denmark, Boyup Brook, Cranbrook and Plantagenet.

Prohibited burns applications have also been sent to the Shires of Nannup, Manjimup, and Denmark.

The region has called for seasonal fire fighters but due to competing workforce issues, our numbers and experience levels may be impacted.

The Warren Region is also commencing preparations for the bushfire season with preseason training schedules being finalised and fire availability rosters being prepared.

Please find attached maps showing the 1 year and 3 year Burn Options Program within the Warren Region.

Jeff Bennett

Regional Leader Fire Management

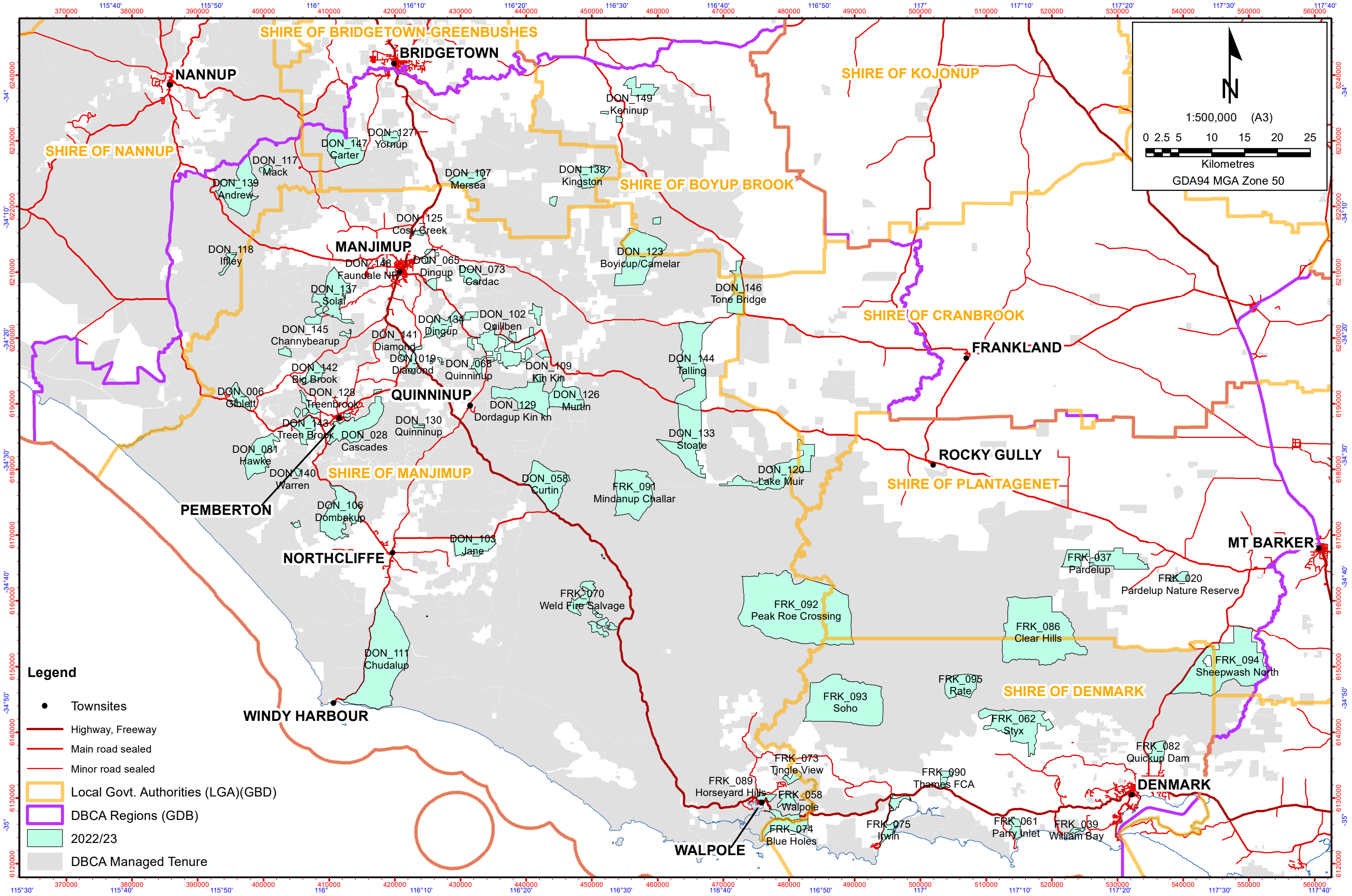
Warren Region

Manjimup

**Warren Region**

Locked Bag 2, Manjimup, Western Australia 6258  
Phone: (08) 97 717 988 Email: warren.admin@dbca.wa.gov.au  
dbca.wa.gov.au

Warren Region Annual Burn Options Program 2022/23 - Local Government Authorities



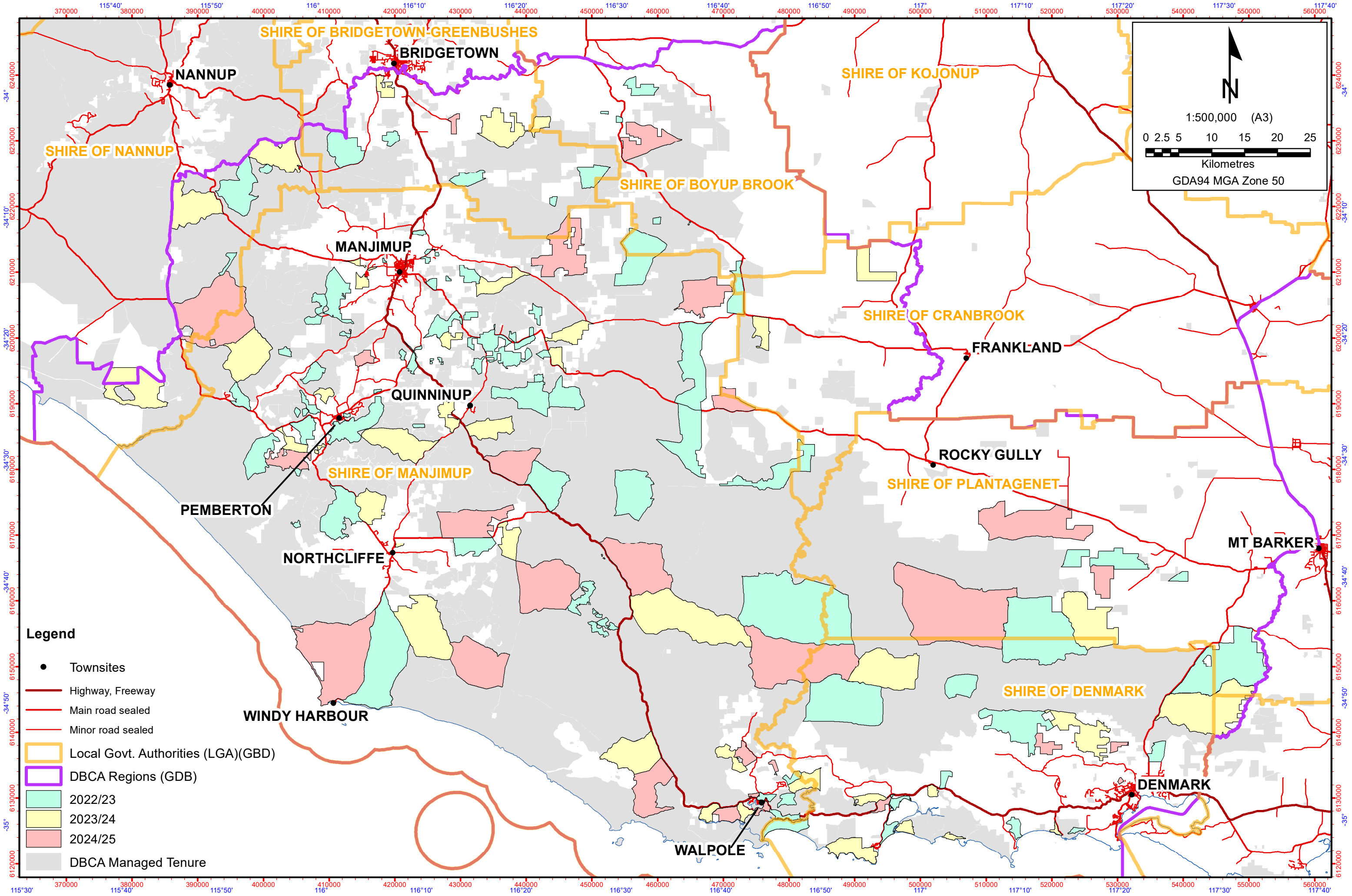
Graticule shown at 10 minutes intervals  
Grid shown at 10000 metre intervals

Roads and tracks on land managed by DBCA may contain unmarked hazards and their surface condition is variable. Exercise caution and drive to conditions on all roads.  
The Dept. of Biodiversity, Conservation and Attractions does not guarantee that this map is without flaw of any kind and disclaims all liability for any errors, loss or other consequence which may arise from relying on any information depicted.

Produced: Warren Region 2022



Warren Region Burn Options Program 2022-2025 - Local Government Authorities



## **District Emergency Management Advisor – Report 1st Quarter 2022-23**

### **State**

#### **Local Emergency Management Arrangements (LEMA) Review**

In late 2019 the State Emergency Management Committee (SEMC) approved a sector-led review of Local Emergency Management Arrangements (LEMA) requirements and responsibilities.

The request for a review was driven by reports from across the sector that current LEMA inclusions, processes for development and effectiveness are no longer fit-for-purpose, and that there is a need to consider other approaches that may better build, support, and communicate emergency management capability.

The State Emergency Management Committee (SEMC) Business Unit and the WA Local Government Association (WALGA) are working with key stakeholders to identify issues with LEMA and investigate and develop options for streamlining the LEMA process.

This is a significant opportunity to reshape the current LEMA and improve processes to better fit with the changing landscape of emergency management and ensure they are fit-for-purpose, contemporary, scalable, and sustainable.

After the LEMA review, a LEMA Improvement Plan will be developed, including an implementation plan.

The review consists of the following key activities:

1. Consultation and engagement with key stakeholders to obtain feedback on LEMA.
2. Prepare a draft consultation and recommendations report based on feedback.
3. Pilot projects or exercises to test new LEMA approaches.
4. Produce a LEMA Improvement Plan, including an implementation plan.

#### **Funding**

- The National Disaster Risk Reduction (NDRR) Grant Program applications closed on 6 May 2022.
- The applications for the All West Australians Reducing Emergencies (AWARE) Program, 2022-23, closed on 10 June 2022.

### **District – South West**

**COVID-19:** Department of Health (HMA) facilitates regular Operations Area Support Group (OASG) meetings. Additional OASG meetings are held to share time-critical information with the emergency management stakeholders and local government representatives.

**SW DEMC:** Next meeting is due on 11 October 2022.



## Local

- South West LEMA Review Workshop will be conducted on 14 September at the City of Bunbury. More information to follow on the workshop timings and invitation in due course.
- Copy of the Local Emergency Management Arrangement – Status is attached to this report. Please check the due date for the five-yearly LEMA reviews and allow a minimum of six months to complete the LEMA review process.

Number local governments	Number LEMCs	LEMA noted/submitted to SEMC	% Local governments with current required LEMA		
12	12	1	90%		
Local Government		LEMA Status	Date	Resolution No	Date of 5 year review
Shire of Augusta Margaret River	Augusta Margaret River	Draft tabled at LEMC	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	Annual review required	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	Draft tabled at LEMC	8/12/2017	63/2017	8/12/2022
Shire of Capel	Capel	Draft to tabled at LEMC	2/08/2016	40/2016	2/08/2021
Shire of Collie	Collie	Annual review required	3/10/2017	46/2017	3/10/2022
Shire of Dardanup	Dardanup	Submitted to SEMC	2/08/2016	40/2016	2/08/2021
Shire of Donnybrook-Balingup	Donnybrook-Balingup	Annual review required	3/10/2017	46/2017	3/10/2022
Shire of Harvey	Harvey	Annual review required	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