



Local Emergency Management  
Committee  
**Agenda**

Tronox Plant, Kemerton Industrial Park  
Monday, 14 June 2021  
2pm

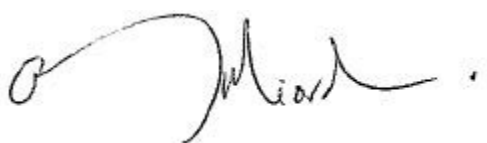
## Agenda

Dear Committee Member,

Notice is hereby given that a Local Emergency Management Committee meeting will be held Monday 14 June 2021 at Tronox Plant, Kemerton Industrial Park, commencing at 2pm.

The business to be transacted is shown in the Agenda hereunder.

Yours faithfully,



Annie Riordan  
**Chief Executive Officer**

### 1. Attendance

#### Committee Membership - Voting

Shire President	Cr.	P.	Gillett
Deputy Shire President	Cr.	F.	Burgoyne
Chief Bush Fire Control Officer	Mr.	M.	Papalia
Community Emergency Services Manager	Mr.	J.	Maddern
Harvey Police	Sgt.	S.	Gillis
Australind Police	Sgt.	L.	Fowler
DFES – District Senior Officer	Mr.	G.	Mcaneny
DBCA – District Senior Officer	Ms.	D.	Harvey
Harvey SES Nominee (or delegate)	Mr.	T.	Verrall
Australind SES – Nominee (or delegate)	Ms.	J.	Williams
VFRS- Harvey	Mr.	S.	Britza
VFRS – Brunswick	Ms	S.R.	Keys
VFRS – Eaton/Australind	Mr	D.	Townsent
Harvey St John Ambulance	Mr.	P.	Beech
Department of Communities	Ms.	R.	Boucher

#### Committee Membership – Non-Voting

Chief Executive Officer – Shire of Harvey	Ms.	A.	Riordan
Manager Waste & Safety Services – Shire of Harvey	Mr.	H.	Jones
Bush Fire Risk Planning Coordinator	Ms.	D.	Walker
Department of Health	Ms.	L.	Edwards
Harvey Water	Mr.	M.	Ward
DFES District Emergency Management Advisor	Mr.	V.	Cheema
DFES Emergency Management South West	Mr.	J.	Carter

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Department Primary Industries & Regional Development	Mr.	M.	Donaghy
Southern Seawater Alliance			
Australind St John Ambulance	Mr.	J.	Ingrey
Yarloop Police	Sgt.	M.	Byram
Harvey Water	Mr.	R.	Yates
Water Corporation	Mr.	P.	Buckley

## 2. Acknowledgement of Country

The Shire of Harvey acknowledges the traditional custodians of the land and their continuing connection to the land, waters and community. We pay our respects to all members of the Aboriginal communities and their cultures and to Elders both past and present.

## 3. Confirmation of Previous Minutes

The Minutes of the Local Emergency Management Committee Meeting (LEMC) held on Monday 8 March 2021, are attached hereto.

### Recommendation

**That the Minutes of the Local Emergency Management Committee Meeting held on Monday 8 March 2021, be confirmed as a true and correct record.**

## 4. Presentations/Deputations

## 5. Business in accordance with the requirements of the *Emergency Management Act 1995* (Every Meeting)

### 5.1 Confirmation of Local Emergency Contract Details

Attached to the agenda is the current list of Emergency Contact Details. Please advise Mr Jason Maddern of any updates required (***Refer to Confidential Attachment No. 5.1***)

### 5.2 Review any Post- Incident Reports and/or Post-Exercise Reports

Nil to report

### 5.3 Funding Nominations and Applications Progress

Nil to report

### 5.4 Emergency Risk Management (ERM)/Treatment Strategies Progress

The Shire is continuing mitigation activities to identified areas at risk of bushfire throughout the 2020-2021 financial year utilising successful Mitigation Activity Funding (MAF).

Round 1 2021-2022 of MAF is now open and the Shire is in the process of applying for additional funding for further bushfire mitigation treatments to reduce the bushfire risks within the Shire.

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

The Shire of Harvey LEMA was adopted by Council at its Ordinary Council meeting held 4 April 2017. A full review will occur in 2022. An updated version of the LEMA has been circulated prior to this meeting seeking feedback on the existing document.

#### **5.6 Review Business Plan Strategies and Record Key Achievements**

The Shire has completed the 2021 Annual and Preparedness Report Capability Survey, conducted on behalf of the State Emergency Management Committee (SEMC). The survey was not conducted in 2020 due to the additional pressures created by COVID-19.

#### **5.7 Fourth Quarter Meeting**

##### **5.7.1 Local Government Exercise Schedule**

##### **5.7.2 Seasonal review - storm season preparedness**

Refer DFES representative report

### **6. General Business**

#### **6.1 Local Emergency Management Committee – Proposed Amendment to Terms of Reference – Attachment 6.1 - Mr H. Jones**

#### **6.2 DFES Services Report – Attachment 6.2 – Mr. N. Elrick**

#### **6.3 DFES District Emergency Management Advisor – Attachment 6.3 – Mr. V. Cheema**

Mr V. Cheema is an apology however a report has been submitted

#### **6.4 Department of Communities – Attachment 6.4 – Ms. R. Boucher**

### **7. Next Meeting**

The next meeting of the Local Emergency Management Committee is to be held on Monday 13 September 2021, at the Shire of Harvey, Harvey Council Chambers, commencing at 2.00pm.

### **8. Closure of Meeting**

<b>Item No.</b>	<b>6.1</b>
<b>Subject:</b>	<b>Local Emergency Management Committee – Proposed Amendment to Terms of Reference</b>
<b>Proponent:</b>	<b>Local Emergency Management Committee</b>
<b>Location:</b>	<b>Shire of Harvey</b>
<b>Reporting Officer:</b>	<b>Haydn Jones, Manager Waste and Safety Services</b>
<b>Authorising Officer:</b>	<b>Rick Lotznicker, Director Infrastructure Services</b>
<b>File No.:</b>	<b>B000068</b>
<b>Attachments:</b>	<b>6..1.1</b>

## Summary

At the Local Emergency Management Committee (LEMC) meeting held on 8 March 2021, it was proposed that the current Committee Membership be updated which would require an amendment to the current Terms of Reference for the Committee.

It is recommended that Council accepts the following Committee Recommendation to adopt the Shire of Harvey LEMC Terms of Reference (***Attachment 6.1.1***)

## Background

The Shire of Harvey Local Emergency Management Committee (LEMC) brings together key stakeholders in emergency management within its boundaries to plan and prepare for emergency management incidents and to meet the requirements of relevant legislation, policy statements and other emergency management related standards.

The Local Emergency Management Committee Terms of Reference details the purpose, scope, functions, authority, roles and responsibilities of the committee and is identified in ***Attachment 6.1.1***.

## Comment

It is proposed that the Shire of Harvey LEMC membership be updated as follows:

### Shire Representatives

- Shire President (Presiding Officer)
- Deputy Shire President
- Chief Bush Fire Control Officer (CBFCO)
- Community Emergency Services Manager (CESM)
- Chief Executive Officer (Shire of Harvey)
- Manager Waste and Safety Services (Shire of Harvey)
- Director Infrastructure Services (Shire of Harvey)
- Director Community and Lifestyle (Shire of Harvey)
- Bush Fire Risk Planning Coordinator (Shire of Harvey)
- Local Recovery Coordinator (Shire of Harvey)
- Community representative (Shire of Harvey)
- Managers of Harvey/Leschenault Recreation Centres (Shire of Harvey)

### External Representatives

- WA Police (WAPOL)
- Department of Fire & Emergency Services (DFES)
- Department of Biodiversity, Attractions and Conservation (DBAC)
- Department Communities
- Local Hospital or WACHS
- Western Power

- Water Corporation
- Bunbury Dampier Gas Pipeline (DBNGP)
- Southern Seawater Desalination Plant (SSWA)
- Main Roads WA
- Railways (passenger & freight)
- Network of Schools representative
- St John Ambulance representative
- SES Representative
- Volunteer Fire and Rescue representative
- Local Industry representatives (significant operations)
- Network of Aged Care Facility representative
- Department of Primary Industries and Regional Development (DPIRD – Agriculture)
- Culturally and Linguistically Diverse Engagement Representative (CALD - multi-cultural group)

The format of LEMC meeting agenda has been amended to include an official opening and general business. Following agenda format is proposed:

- (1) Official Opening
- (2) Attendance
- (3) Apologies
- (4) Confirmation of Previous Minutes
- (5) Presentations / Deputations
- (6) Business in accordance with the requirements of the *Emergency Management Act 1995*.
- (7) General Business
- (8) Next Meeting
- (9) Closure

## **Statutory/Policy Environment**

Local government emergency management responsibilities are set out under the *Emergency Management Act 2005*, the relevant sections are outlined below;

### **36. Functions of local government**

It is a function of a local government —

- (a) subject to this Act, to ensure that effective local emergency management arrangements are prepared and maintained for its district; and
- (b) to manage recovery following an emergency affecting the community in its district; and
- (c) to perform other functions given to the local government under this Act.

### **39. Functions of local emergency management committees**

The functions of a local emergency management committee are, in relation to its district or the area for which it is established —

- (a) to advise and assist the local government in ensuring that local emergency management arrangements are established for its district;
- (b) to liaise with public authorities and other persons in the development, review and testing of local emergency management arrangements; and
- (c) to carry out other emergency management activities as directed by the SEMC or prescribed by the regulations.

## **Strategic Framework**

The Shire's Strategic Community Plan 2017 – 2027, states:

*Objective 4: Strong civic leadership representing the whole of the Shire which engages in effective partnerships and reflects the aspirations of an engaged community.*

*Outcome 4.7 Maintain appropriate emergency services and planning.*

*4.7.6 Support the Local Emergency Management committee (LEMC).*

*4.7.7 Maintain the Local Emergency Management Plan for the Shire to develop plans for the needs of specific areas.*

## **Community Engagement**

### **Community Participation Goal**

*Inform:*

*To provide the public with balanced and objective information to assist them in understanding the problems, alternatives and/or solutions.*

### **Promise to the Community**

*Inform:*

*We will keep you informed.*

## **Risk Management**

The Risk Theme Profile identified as part of this report is **Failure to Fulfil Compliance Requirements (Statutory, Regulatory)**. The consequence is **Compliance** and the Consequence Rating is considered **Moderate** and the likelihood **Rare** that Council would not operate without a LEMC in place. A **Low** risk is therefore present.

## **Budget Implications**

Nil.

## **Authority/Discretion**

*Advocacy:*

*When Council advocates on its own behalf or on behalf of its community to another level of government/body/agency.*

## **Voting Requirement**

Simple Majority

## **Officer's Recommendation**

That the Committee:

1. Supports draft amended Terms of Reference for the Local Emergency Management Committee (**Attachment 6.1.1**); and
2. That Council adopt the proposed Terms of Reference for the Local Emergency Management Committee at the Ordinary Meeting of Council to be held on 27 July 2021.



# Local Emergency Management Committee **Attachments**

**Tronox Plant, Kemerton Industrial Park**

**Monday, 14 June 2021**

**2pm**



# Terms of Reference

<b>Name</b>	Shire of Harvey Local Emergency Management Committee (LEMC)		
<b>Responsible Division</b>	Infrastructure Services		
<b>Administrative Support</b>	Infrastructure Services		
<b>Council Adoption Date</b>	08/10/2019	<b>Version Number</b>	Draft 2.0
<b>Amendment Dates</b>		<b>Next Review Date</b>	01/10/2020

## 1. Role of the Committee

- 1.1. To ensure that effective **Local Emergency Management** arrangements are prepared and maintained for the Shire of Harvey and perform any other emergency requirements as specified under the *Emergency Management Act 1995*.

## 2. Objectives of the Committee

- 1.1. To advise and assist the Shire of Harvey in ensuring that Local Emergency Management Arrangements are established for its district
- 1.2. To liaise with public authorities and other persons in the development, review and testing of the Local Emergency Management Plans
- 1.3. To assist with the preparation and approval of the Harvey Local Emergency Management Arrangements and submit such plans to the District Emergency Management Committee (DEMC) and State Emergency Management Committee (SEMC) for approval.
- 1.4. To revise at least annually the Harvey Local Emergency Management Plan with a total review of the Local Emergency Management Plan every five years
- 1.5. To assist in the preparation of emergency management operating procedures for application in the Shire of Harvey
- 1.6. To ensure appropriate testing and exercising of the Local Emergency Management Arrangements
- 1.7. To prepare an annual report of the activities of the Committee for submission to SEMC
- 1.8. To provide assistance to the Local Emergency Coordinators and Lead Combat Authorities during emergency management operations
- 1.9. To carry out such other emergency management functions as directed by SEMC or prescribed by the Emergency Management Regulations 2006.

## 3. Membership of the Committee

- 3.1. Council appoints to the Committee those representatives whose titles appear below. Membership of the Committee shall, unless otherwise specified, be for a term ceasing at the date of the Local Government election in the year the Shire's local government elections are held, after which time the Council may appoint members for a further term.
- 3.2. Voting members of the Committee will be:
  - (1) The Shire President and Deputy Shire President;
  - (2) The Shire's Chief Bush Fire Control Officer;
  - (3) The Community Emergency Services Manager (CESM);
  - (4) The most senior officer of the Western Australian Police Force (WAPOL) in the district or their delegate;
  - (5) The most senior officer of the Department of Fire and Emergency Services (DFES) in the district or their delegate;
  - (6) A nominee of the Volunteer Fire and Rescue Service in the district or their delegate;

# Terms of Reference



- (7) The most senior officer of the Department of Biodiversity Conservation and Attractions in the district or their delegate;
- (8) A nominee of the State Emergency Service (SES) in the district or their delegate,
- (9) A nominee of the St John Ambulance in the district or their delegate; and
- (10) A representative from the Department of Communities.

## 3.3. Non-voting members of the Committee shall comprise of the following:

### Shire Officers

- (1) Chief Executive Officer
- (2) Director Community and Lifestyle;
- (3) Director Infrastructure Services
- (4) Manager Waste and Safety Services;
- (5) Manager Harvey Recreation and Cultural Centre;
- (6) Manager Leschenault Leisure Centre

### Others

- (7) The Shire's Bush Fire Risk Planning Coordinator;
- (8) The Shire's Local Recovery Coordinator;
- (9) Community Representative (Shire of Harvey);
- (10) A representative from Western Power;
- (11) A representative from Department of Health;
- (12) A representative from Water Corporation WA (WAWA);
- (13) A representative from Department of Primary Industries and Regional Development (DPIRD)
- (14) A representative from Bunbury Dampier Gas Pipeline (DBNGP)
- (15) A representative Southern Seawater Desalination Plant (SSWA)
- (16) A representative from – Culturally and Linguistically Diverse Engagement Representative (CALD) multi-cultural Group;
- (17) A representative from Main Roads WA;
- (18) A representative from Railways (passenger and freight);
- (19) Representatives from a School network;
- (20) Representatives from Local Industry;
- (21) Representatives from Aged Care Facilities..

3.4. Representatives (Main Roads WA, Western Power for example) may be invited to provide information relevant to the objectives of the Committee.

3.5. Members of the Committee will not speak publicly on behalf of the Committee or Council.

3.6. Members of the Committee will not issue any form of written material that purports to speak on behalf of the Committee or Council.

## 4. Meetings

4.1. The Presiding Member of the Committee will be the Shire President.

4.2. Meetings of the Committee will be held on the second Monday of March, June, September and December each year.

4.3. The time and venue for the meeting will be determined by the Presiding Member, or the CEO, having regard to the convenience of Committee members.

# Terms of Reference



- 4.4. The business of the meeting will be conducted in accordance with the requirements of the *Emergency Management Act 1995*.
- 4.5. The Presiding Member will exercise a casting vote where a vote is tied.
- 4.6. The quorum for the Committee shall be at least 50% of the voting members inclusive of the Shire of Harvey Council delegate.
- 4.7. Meetings will be conducted under the following agenda format:
  - (1) Official Opening
  - (2) Attendance
  - (3) Apologies
  - (4) Confirmation of Previous Minutes
  - (5) Presentations / Deputations
  - (6) Business in accordance with the requirements of the *Emergency Management Act 1995*.
  - (7) General Business
  - (8) Next Meeting
  - (9) Closure

## 5. Delegated Power

- 5.1. The Committee is authorised to carry out various management functions under the *Emergency Management Act 2005*.
- 5.2. The Committee is an advisory committee and therefore has no delegated authority under the *Local Government Act 1995*.
- 5.3. Recommendations of the Committee will be presented to Council, under advice from the CEO, as soon as practicable.
- 5.4. The Committee cannot expend Shire funds.

## 6. Definitions

- 6.1. **Council** – means the Council of the Shire of Harvey.
- 6.2. **Committee** – means the Shire of Harvey Local Emergency Management Committee.
- 6.3. **Tied** – means that the votes for and against a motion are equal.

## 7. Legislation

- 7.1. *Emergency Management Act 2005*.
- 7.2. *Local Government Act 1995*.

## 8. Relevant Council Policy

- 8.1. There is no Council Policy relevant to this Committee.

## **Department of Fire and Emergency Services Report for the Shire of Harvey Local Emergency Management Committee**

**Monday 14th June 2021**

### **HIGH THREAT PERIOD**

The Bush Fire High Threat Period (HTP) ceased on the 25<sup>th</sup> March and with the good rains land managers are into the prescribed burn season. We encourage people to register their burns with Comcen and to be mindful of the weather conditions.

### **STATE AERIAL FIREFIGHTING FLEET**

All State aerial firefighting aircraft are now out of service.

### **SES**

The SW SES units have begun their winter preparations and training. All units have ensured they are carrying the minimum stocks of tarps, sandbags, builder's plastic and corflute.

The SW regional storm cache has been checked and is available for deployment.

### **CLIMATE OUTLOOK**

The BOM have released their recent climate outlook on the 29<sup>th</sup> April 2021. Access to the latest outlook summary and video is available via this link -

<http://www.bom.gov.au/climate/outlooks/#/overview/video>

- May to July rainfall likely to have roughly equal chances of above or below average rainfall.
- May is likely to be wetter than average for central and south-east WA.
- Maximum temperatures for May to July are likely to be above average for most parts of Australia.
- Similarly, minimum temperatures for May to July are likely to be above average Australia wide.

### **TROPICAL CYCLONE SEROJA**

- Huge impact on the communities in the Midwest and Gascoyne regions.
- Ongoing commitment from DFES, other State government agencies, SES volunteers and those from all services and local governments to mitigate the hazards caused by TC Seroja.
- Recovery will be happening over an extended period of time.

### **KEMERTON INDUSTRIAL COMPLEX**

The Kemerton Industries Committee has not been active for a number of years and DFES would like to see this committee be reactivated. This committee can look at risk within and outside of the industrial park and undertake actions to reduce these risks. It is requested that a representative of the industry group work with DFES and other stakeholders to reactivate the group.

Nick Elrick

District Officer Natural Hazards- South West Region

[nick.elrick@dfes.wa.gov.au](mailto:nick.elrick@dfes.wa.gov.au)

## District Emergency Management Advisor – Report

### 4th Quarter

#### State

State Emergency Management Committee met on 5 March 2021. Please see attached copy of the SEMC Communique. Key points to note:

- Royal Commission into National Disaster Arrangements
- WA Community Disaster Resilience Strategy
- Grant update
- State Emergency Management Framework
- Local Government State Capability Webinar Link
- SEMC Capability Survey

#### District – South West

South West District Emergency Management Committee (DEMC) met on 16 March 2021.

Highlights of the meeting are:

- COVID-19 current status and preparedness update from the WACHS
- DBCA Prescribed burn presentation
- Australian Defence Force disaster assistance presentation
- Agency updates
- Shire of Manjimup local evacuation and recovery arrangements noted by the DEMC

TC Seroja: DEMA SW deployed to Geraldton and provided support to the multi-agency response and recovery efforts. TC Seroja has caused a widespread impact across several local government districts. As a result, disaster Relief Funding Arrangement (DRFA-WA) is activated for the TC Seroja event, and Lord Mayor's Distress Relief Fund is collecting public donations to assist the impacted community. Emergency Services staff and volunteers from across the state deployed to the Midwest region.

#### Local

#### **2021 Annual and Preparedness Report Capability Survey**

Under section 33 and 40 of the *Emergency Management Act 2005* (EM Act), Local Emergency Management Committees are required to submit annual reports to the SEMC regarding their emergency management activities. Also, under the EM Act, the State Emergency Management Committee is required to report to the Minister for Emergency Services each year regarding the preparedness of the State to combat emergencies. It should be noted that completion and submission of the survey will form part of the evaluation criteria for grants such as AWARE and National Disaster Risk Reduction (NDRR).

A letter from the SEMC Chair is sent to the local government CEO on 16 April 2021. The survey is due for submission to SEMC Capability team no later than Wednesday, 9 June 2021.

### **Local Emergency Management Arrangement – status correct as at 12 March 2021**

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	Nearing 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	Nearing 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



# SEMC COMMUNIQUE

MARCH 2021 HIGHLIGHTS



The State Emergency Management Committee (SEMC) met on 05 March 2021. The key discussion items and resolutions from the meeting are summarised below.

The Honorable Francis Logan, MLA outgoing Minister for Emergency Services joined the meeting and expressed his thanks to all in the emergency management sector for their hard work and contributions during his time as Minister and commented on the outstanding manner in which Western Australia (WA) has managed recent emergencies.

## Discussion Items

- The Fire and Emergency Services Commissioner confirmed that the State Government has not yet provided a formal response to the [Royal Commission into National Natural Disaster Arrangements](#). A position is anticipated following appointment of the new Cabinet in WA. Notwithstanding this, the Commonwealth is progressing seven priority recommendations through the Australian- New Zealand Emergency Management Council ahead of the 2021-22 high risk weather season.
- The Government Chief Information Officer and Executive Director Corporate Services, Department of Fire and Emergency Services provide an update on innovations and progress made to date in addressing issues relating to telecommunications reliability and capacity in emergencies, on behalf of the Public Safety Communications Sub-committee.
- The Department of Fire and Emergency Services presented a summary of the proposed key strategic directions for the [WA Community Disaster Resilience Strategy](#). The committee discussed the opportunities in this work and correlation with other current strategic initiatives.
- The Department of Agriculture, Water and Environment presented an overview of the arrangements for managing human health on international commercial vessels. Lessons learnt and the strengthened collaboration between all levels of government and with non-government agencies was highlighted, of particular the partnership with WA Health in response to COVID-19 cases on vessels in WA ports.

## Grant Updates

The SEMC approved the 2020/21 [All Western Australians Reducing Emergencies \(AWARE\)](#) competitive grant round. Over \$230,000 allocated across 16 local projects that aim to enhance WA's Emergency Management arrangements by investing in capacity building and preparedness activities at a local level. Congratulations to the successful applicants.

## State Emergency Management Framework

- The SEMC approved the updated [Local Recovery Guidelines](#) and Local Coordinator Aide Memoire to improve the guidance provided to state agencies and local government for the preparation of a Local Recovery Plan and management of the recovery process in emergency affected communities.
- The SEMC approved the revision of [State Hazard Plan- Hazardous Materials Emergencies Annex A: Radiation Escape from Nuclear Powered Warship](#). The revision was carried out in line with the five yearly review in accordance with State Emergency Management Policy.
- The SEMC approved updates to the [Impact Statement Guide and Template](#) (attachment to State Emergency Management Recovery Procedure 4) and the consequential amendments to the State Emergency Management Plan Section 6.4 and State Emergency Management Recovery Procedure 4. The updates address feedback on the need for more support and guidance for impact statement and when an Impact Statement was required.
- The SEMC approved the updates to [State Emergency Management Procedures 1-5](#). The updates provide further clarity and consistency across procedures.

A summary of all amendments made to the State Emergency Management Framework can be found at the SEMC website by viewing the [State Emergency Management Document Amendments and Review Schedule](#).

The following EM Policies are scheduled to go out for consultation in the coming period:

### March

WA Police Force SHP Hostile Act/Terrorist Act (restricted)

### April

DFES SHP Severe Weather/Earthquake/Collapse

DFES SHP Tsunami

DoT SHP Maritime Environmental Emergencies

DPIRD SHP Animal Plant and Biosecurity

Managing Exercises Guideline and Lessons

### May

State EM Plan roles and responsibilities

Review of Australian Government Physical Assistance/Defence Assistance to civil Communities (State Response Procedure 20). (proposed)

For further information please contact [semc.policylegislation@dfes.wa.gov.au](mailto:semc.policylegislation@dfes.wa.gov.au)



## Sub Committee's and Reference Groups

Chairs and Executive Officers of the all SEMC Subcommittee and Reference Groups (the committees) participated in the Annual meeting chaired by SEMC Deputy Chair Emma Cole. The committees identified the priorities for the 2021-22 and identifying challenges that may impede achievement.

Upcoming SEMC Subcommittee and Reference Group Meetings for the period:

- |                                      |               |
|--------------------------------------|---------------|
| • Response Capability Subcommittee   | 24 March 2021 |
| • Recovery & Community Engagement    | 26 March 2021 |
| • Public Safety Communications       | 07 April 2021 |
| • Risk Subcommittee                  | 15 April 2021 |
| • Public Information Reference Group | 5 May 2021    |

## Resilient Australia Awards



[The Resilient Australia Awards](#) celebrate and promote initiatives that build whole of community resilience to disasters and emergencies around Australia, as well as images capturing resilience in action. The awards recognise collaboration and innovative thinking across all sectors. This year a new category has been added to the program Resilient Australia Mental Health and Wellbeing Award

For further information on the program and to submit your project for an award, visit the Australian Institute for Disaster Resilience website. Applications close Thursday 3 June 2021.

## Local Government State Capability Webinar Link

On the 16<sup>th</sup> March 2021, WALGA and DFES co-hosted a webinar for local governments (LG) on the topic of State emergency management capability.

Presented by Peta Turner, Program Leader, DFES State Capability Team, the webinar covered the following topics:

- the SEMC State Emergency Management Capability Framework (how it has evolved over time, plans for its review and what it means to LGs)
- the associated Annual and Preparedness Report Capability Survey (scheduled for release in April 2021, including some of the practicalities for completing it)
- the individual LG capability summary reports (roll-out plans, how to interpret the findings and how the information can be used).

A link to a recording of the webinar can be found [here](#).

### **SEMC Capability Survey to be Released**

Each year\*, the SEMC conducts its Annual and Preparedness Report Capability Survey (the capability survey). The survey is sent to a wide range of organisations who have a role in emergency management. The findings are used by the SEMC to report to the Minister for Emergency Services on the preparedness of the State to combat large scale emergencies.

The DFES State Capability Team manage the survey on behalf of the SEMC. The team is preparing to release the 2021 survey in mid-April. Respondents will have approximately 8 weeks to complete and submit their organisation's survey. For more information, please contact [semc.capability@dfes.wa.gov.au](mailto:semc.capability@dfes.wa.gov.au).

\*Note: due to the additional pressures created by COVID-19, the capability survey was not conducted in 2020.

### **The next meeting of the SEMC**

The next meeting of the SEMC will be held on Friday 07 May 2021.

Agenda item submissions are currently open and close three weeks prior on Friday 16 April 2021.

# SEMC COMMUNIQUE

MAY 2021 HIGHLIGHTS



The State Emergency Management Committee (SEMC) met on 07 May 2021. The meeting was attended by the Hon. Reece Whitby MLA, Minister for Emergency Services.

The SEMC noted the appointment of SEMC Executive Officer, Ms Pexton as State Recovery Controller for Tropical Cyclone Seroja and that Ms Pexton will apply for a leave of absence from the SEMC.

The key discussion items and resolutions from the meeting are summarised below.

## Discussion Items and Outcomes

- The SEMC discussed the current emergency events: COVID-19, Wooroloo Bushfire and Tropical Cyclone (TC) Seroja. The concurrent and enduring nature of these events have significantly impacted key personnel who have been working long hours for more than a year. The SEMC noted the work and support provided by the State Solicitors Office.
- The SEMC noted the Commonwealth announcement of the new [National Recovery and Resilience Agency](#) and awaits further detail from the Australian Government on the role and scope of this agency.
- The SEMC discussed alternative models for lessons management and assurance and the future of the Lessons Management Reference Group. The SEMC Business Unit will submit an options paper to SEMC at the August 2021 meeting.
- The SEMC considered a paper regarding the benefits of wider community use of personal locator technologies to improve land-based search and rescue. The matter was referred to the Response Capability subcommittee for investigation and to report back to the SEMC.
- The State Emergency Coordination Group reported a need for better data regarding the conditions and structural standards of potential evacuation centres. The SEMC requested the Response Capability subcommittee to initiate a project to update the evacuation centre register with a particular focus on wind rating and structural adequacy of buildings. To be completed as a priority project.
- The SEMC endorsed the Shire of Dandaragan's Local Emergency Management Arrangements.
- The SEMC noted the release of the State-wide Emergency Capability Summary. The SEMC also noted the status of the review of the Capability Framework and requested a workplan for beyond June 2022.
- The SEMC resolved to review and complete the draft SEMC Strategic Plan for consideration by the Minister.

## State Emergency Management Framework

- The SEMC approved a revised review completion date of October 2021 for the State Hazard Plans for Earthquake, Collapse and Tsunami.
- The SEMC approved that the draft State Hazard Plan – Severe Weather be adopted as an interim plan without further consultation, noting that the Plan does not include material changes from the previous plans, and on the basis that a comprehensive evidence-based review of the draft plan will be undertaken, informed by the lessons identified from TC Seroja. Full consultation will be undertaken for the updated draft following the review.
- The SEMC noted the redesign of the State Emergency Management documents to meet the WA Government's Accessibility and Inclusivity Standard. The new design will be progressively rolled out across the suite of documents starting with the State Emergency Management Policy, Plan, Procedures and Glossary in June 2021.
- The SEMC approved statement of fact amendments to the State Emergency Management Policy and Procedure as part of the overall project to redesign the Emergency Management documents.

A summary of all amendments made to the State Emergency Management Framework can be found at the SEMC website by viewing the [State Emergency Management Document Amendments and Review Schedule](#).

The following Emergency Management documents are scheduled to go out for consultation in the coming period:

### Currently consulting on:

- State Hazard Plan – Hostile Act/Terrorist Act (restricted access)
- State Hazard Plan – Animal Plant and Biosecurity
- Lessons Management Guideline

### June/July

- District Emergency Management Committee Members Handbook
- State Hazard Plan – Tsunami
- State Hazard Plan – Earthquake
- State Hazard Plan – Collapse
- State Hazard Plan – Maritime Environmental Emergencies
- State Emergency Management Plan: roles and responsibilities; and
- State Emergency Management Response Procedure 20: Australian Government Physical Assistance/Defence Assistance to Civil Communities.

For further information on the State Emergency Management Framework, please contact [semc.policylegislation@dfes.wa.gov.au](mailto:semc.policylegislation@dfes.wa.gov.au)

## Subcommittee's and Reference Groups

Key outcomes of Subcommittee's and Reference Groups meetings were noted, including the inaugural meeting of the Public Safety Communications Subcommittee.

SEMC Subcommittee and Reference Groups proposed meetings dates for the upcoming period:

State Exercise Coordination Team	11 June 2021
Lessons Management Reference Group	17 June 2021
Essential Services Network Reference Group	17 June 2021
Public Safety Communications Subcommittee	22 June 2021
Response Capability Subcommittee	23 June 2021
Risk Subcommittee	24 June 2021
Recovery & Community Engagement	25 June 2021
Public Information Reference Group	3 August 2021

## Grant Updates

The SEMC endorsed the revised dates for the National Disaster Risk Reduction (NDRR) Fund competitive grant rounds and approved the opening of the first grant round in June 2021 pending Commonwealth agreement. The National Disaster Risk Reduction fund replaces the National Disaster Resilience Program and will deliver \$12.528 Million of funding over five (5) years. Further information is available on the [SEMC website Grants page](#).

## SEMC Capability Survey

The SEMC Annual and Preparedness Report Capability Survey (the capability survey) opened in April. Respondents have approximately 8 weeks to complete and submit their organisation's survey, due in June 2021. Completion of the survey is an eligibility requirement for the NDRR grant program. The Department of Fire and Emergency Services – State Capability Team manage the survey on behalf of the SEMC. For more information, please contact [semc.capability@dfes.wa.gov.au](mailto:semc.capability@dfes.wa.gov.au).



## Resilient Australia Awards- Closing 18 June 2021 (extended)



Do you have a disaster resilience initiative to share with Australia?

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 RESILIENT AUSTRALIA AWARDS

Now in its 22nd year, the Resilient Australia Awards recognise outstanding contributions across eight categories. Winning submissions in each state and territory are considered for national awards. These Awards are an opportunity to highlight initiatives that are making communities safer, more connected and better prepared.

Submissions will now be accepted until 11.59pm AEST on Friday 18 June 2021.

For details and guidelines, visit [www.aidr.org.au/raa](https://www.aidr.org.au/raa).

### The next meeting of the SEMC

The next meeting of the SEMC will be held on Friday 13 August 2021.

Agenda item submissions are currently open and close on Friday 23 July 2021.



## SOUTH WEST DISTRICT EMERGENCY SERVICES OFFICER'S

### QUARTERLY REPORT

4<sup>th</sup> Quarter – 01<sup>st</sup> April to 30<sup>th</sup> June 2021

**Meeting:** Shire of Harvey  
**Date:** Monday 14<sup>th</sup> June 2021

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- Cyclone Seroja -
  - I was recently deployed to Geraldton to assist with recovery work in relation to Cyclone Seroja for 11 days and worked in Geraldton, including outreach to Northampton and at the Incident Control Centre. The welfare work of the Department continues providing personal support and financial assistance from 3 hubs in the Mid-West Gascoyne and available at Kalbarri, Northampton and Morawa. Teams are deployed weekly and work according to accommodation availability, needs etc. Financial assistance for categories 1 & 2 has been ongoing; arrangements for categories 3 & 4 (replacement of essential household items and building repairs) is just commencing and the latter 2 items have criteria relative to assets and income. To date the Department has had contact with over 2,000 people and made referrals for further personal support as required
- PPE kits update –
  - Items for the SW PPE kits have been received and sorted into 2 x 60ltr crates per kit. We have 20 crates stored at the Collie office in readiness for the City of Bunbury and Shires of Capel, Dardanup, Donnybrook Balingup and Harvey, 10 kits in all. Due to the lateness of delivery and being late in the summer season, we have decided to keep the crates at the Bunbury office and move them as/if required on an as needs basis. There are 50 crates, or 25 kits available for the SW and stored in varying quantities at our District offices – Bunbury, Busselton, Collie and Manjimup.

