



SHIRE OF  
**HARVEY**



# Local Emergency Management Committee **Attachments**

Monday, 11 September 2023  
Harvey Chamber 2PM



**POST EXERCISE REPORT**  
**EXERCISE “PERREN ROAD BUSHFIRE”**  
**SHIRE OF HARVEY – LOCAL EMERGENCY MANAGEMENT COMMITTEE (LEMC)**

**EXERCISE SUMMARY**

On Monday 13<sup>th</sup> June, 2023, the Department of Fire and Emergency Services (DFES) facilitated a 1.5 hour discussion exercise with the Shire of Harvey Local Emergency Management Committee (LEMC). Exercise “Perren Road Bushfire” aimed to build collaborative education and awareness related to the preparedness and response management as a result of a significant bushfire incident.

The objectives of the exercise were;

- To better understand the purpose of an ISG;
- To understand the role and responsibilities of various organisations within the ISG; and
- To validate the sharing of critical incident information.

Participants were advised that an uncontained and uncontrolled bushfire on Perren Road, Wellesley, in the Shire of Harvey had started about 0800hrs on Tuesday 6<sup>th</sup> December. The cause of the fire was unknown. The weather was hot with strong east-south-east winds and the fire was moving fast in a north-west direction. An unknown number of farming properties on Perren Road may have been impacted. Transfer of control of the bushfire was handed to DFES at 1000hrs. The fire was projected to impact Kemerton Industrial Park in three hours and Leschenault in six hours.

An Incident Support Group (ISG) meeting had been requested by the Incident Controller.

In the first phase of the exercise, participants were given an opportunity in small groups to discuss the possible impacts/concerns on their agency/organisation, information they think they may need to advise the Incident Controller (IC) in an ISG to assist them in their response to the incident as well as consideration of what information each agency/organisation may need from the IC. Following, the group reconvened and a round table discussion enabled each agency/organisation to share any insights with the whole committee.

The second phase saw the LEMC run through an ISG meeting using the scenario that had just been discussed in detail. The IC addressed the group and using existing ISG templates, the Chair ran through the meeting.

The final phase of the exercise was a ‘hot’ debrief that enabled all participants to ask any final questions, as well as provide feedback and information on the exercise including;

- What worked well;
- What didn’t work well; and
- What, if any, actions are required.

As a result, the following highlights, outcomes and actions were identified throughout the exercise and ‘hot’ debrief.

**HIGHLIGHTS**

1. Agencies were knowledgeable in relation to their own agency business and processes.



2. The Local Recovery Coordinator (LRC) participated in the exercise, highlighting that the Shire of Harvey are aware the LRC should be involved from the initial ISG.
3. Participants sitting on the ISG had the authority to make decisions on behalf of their agency.
4. Many participants had great knowledge and awareness of the Shire of Harvey, including the incident area.

### **OUTCOMES**

1. A number of agencies impacts and response actions had the possibility to cause further disruption and impacts to other agencies and industry that were not originally considered.
2. Although invited to participate in the exercise, it was recognised that missing agency involvement left questions unanswered.
3. Management of the evacuation of many industry employees surrounded by the impact zone needs further consideration.
4. Unfamiliar process of an ISG meeting. It was requested more opportunities to exercise current practices, especially with changing LEMC membership.
5. More time allocated for the exercise is required.
6. Opportunity to run through an ISG for recovery management, including Impact Assessment.
7. Questions raised about including online technology to run ISG meetings outside of normal hours to ensure greater agency participation.

### **ACTIONS**

1. This report to be tabled at the next meeting of the LEMC for further detailed discussion and action as appropriate.
2. Consider running through mock ISG meetings annually through the LEMC, including opportunities to participate in an ISG virtually, to test the reliability of technology as well as keeping participants familiar in its use.
3. Consider running an exercise that gives participants the opportunity to run through an ISG for recovery management, including Impact Assessment.
4. Workshop agency impacts and response actions due to an incident and further disruption and impacts to other agencies and industry that this may cause to ensure strategies to manage this are in place.
5. Examine the possibility of holding an exercise using a similar scenario to test the evacuation of a large number of industry employees throughout the Kemerton Industrial Park.
6. Consider future exercises be scheduled with sufficient time.

### **ATTENDANCE SHEET**

<b>NAME</b>	<b>AGENCY</b>
Roma Boucher	Department of Communities
John Hancock	WA Police – Harvey
Chris Booteloup	Tronox



Richard Duke	Shire of Harvey – LLC
David Marshall	Shire of Harvey – HRCC
Heath Soutar	WA Police – Australind
Cameron Norris	Harvey Water
Brendan Jackson	Water Corporation
Ken Hart	St John Ambulance
Gary Smith	Western Power
Kirstie Davis	Shire of Harvey
Michael Papalia	Shire of Harvey – CBFCO
Darren Harvey	Department of Biodiversity, Conservation & Attractions
Robin Van Rensburg	Wester Power
Sam Ramsay	National Emergency Management Agency
Haydn Jones	Shire of Harvey
Cr Michelle Campbell	Shire of Harvey
Erin Hutchins	Department of Fire & Emergency Services
Ricky Southgate	Department of Fire & Emergency Services
Rowan Hunter	Department of Fire & Emergency Services







Prepared by Erin Hutchins  
District Emergency Management Advisor – South West  
Department of Fire and Emergency Services



# Local Emergency Management Committee Business Plan 2023-2024





## Shire of Harvey – 1<sup>st</sup> Quarter



### SEMC VISION








A better prepared, more resilient and safer state

SEMC Strategic Plan	LEMC Action	Status	Comment
<b>Effective Governance</b>			
Contemporary and integrated <b>EM framework</b> with well-defined roles and responsibilities maintained by rigorous oversight.	<ul style="list-style-type: none"> <li>Local Emergency Management Arrangements (LEMA) are established, maintained and reviewed in accordance with State Emergency Management (EM) Procedure 7.</li> </ul>		
	<ul style="list-style-type: none"> <li>Local Emergency Management Committee (LEMC) Chair and Executive Officer is appointed from local government in accordance with State EM Procedure 7.</li> </ul>		
	<ul style="list-style-type: none"> <li>LEMC meetings business is administered in accordance with State EM Procedure 7.</li> </ul>		
	<ul style="list-style-type: none"> <li>LEMC Executive Officer provides the Annual Report and Business Plan to the District Emergency Management Committee (DEMC) executive officer in accordance with State EM Procedure 7.</li> </ul>		
	<ul style="list-style-type: none"> <li>LEMC contact details are validated quarterly and resource register are validated annually as a minimum.</li> </ul>		
	<ul style="list-style-type: none"> <li>A Memorandum of Understanding (MOU) for EM district assistance is considered.</li> </ul>		








	On Track		Off track Minor Issue		Significant Issues Action Required		Not yet started
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SEMC Strategic Plan	LEMC Action	Status	Comment
<b>Effective Governance</b>			
Information about <b>Hazards, risks and consequences</b> is widely accessed, trusted and applied.	<ul style="list-style-type: none"> <li>A local risk assessment is completed, with a risk register incorporated in the LEMA in accordance with State EM Procedure 8.</li> </ul>		Being reviewed as part of the new LEMA
	<ul style="list-style-type: none"> <li>Local risk treatments are identified and reported to the DEMC.</li> </ul>		Being reviewed as part of the new LEMA
Strengthened engagement around <b>Critical Infrastructure*</b>	<ul style="list-style-type: none"> <li>Critical infrastructure is captured in the LEMA where practical.</li> </ul>		Being reviewed as part of the new LEMA
	<ul style="list-style-type: none"> <li>Potential local government strategies to maintain service continuity in the event of an emergency are included in Business Continuity Planning arrangements.</li> </ul>		
*key transport infrastructure and utilities required for community health, economic production and effective management of emergencies			

 On Track	 Off track Minor Issue	 Significant Issues Action Required	 Not yet started
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SEMC Strategic Plan	LEMC Action	Status	Comment
<b>Resilient Community</b>			
<b>Strong Relationships</b> enable informed decision-making and local leadership	<ul style="list-style-type: none"> <li>LEMC membership is contemporary and reflects the demographics of the community, including diversity in the social, environmental, economic and vulnerable elements in the community in accordance with State EM Procedure 7.</li> </ul>		
	<ul style="list-style-type: none"> <li>LEMC corresponds with DEMC on emerging and current issues in emergency management.</li> </ul>		
<b>Collaborative and coordinated arrangements</b> support locally led recovery and adaptation	<ul style="list-style-type: none"> <li>A local recovery plan is established, maintained and exercised in accordance with State EM Procedure 8.</li> </ul>		
	<ul style="list-style-type: none"> <li>A Local Recovery Coordinator is identified, trained and where possible experienced in accordance with State EM Procedure 8.</li> </ul>		
	<ul style="list-style-type: none"> <li>A recovery resource MOU is considered between local governments within an EM district.</li> </ul>		
Reduce vulnerability and <b>build resilience</b> to cope with and adapt to consequences of hazards.	<ul style="list-style-type: none"> <li>Investigate emergency management funding opportunities to improve resilience in communities.</li> </ul>		Funding available but limited resources to apply and action.
<b>Understand risk</b> and have plans to maintain service delivery to the community.	<ul style="list-style-type: none"> <li>New and emerging risks are established at LEMC meetings and incorporated in LEMA where possible.</li> </ul>		Being reviewed as part of the new LEMA




 On Track	 Off track Minor Issue	 Significant Issues Action Required	 Not yet started
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SEMC Strategic Plan	LEMC Action	Status	Comment
<b>Capable Sector</b>			
<b>Capability</b> to respond to our risks and vulnerabilities across the state is strengthened.	<ul style="list-style-type: none"> <li>LEMC members participate in district or state level multi-agency exercises where possible.</li> </ul>		
	<ul style="list-style-type: none"> <li>Capability data is reported annually for the State Emergency Management Committee (SEMC) state emergency management capability survey.</li> </ul>		
<b>Public communications systems</b> and technologies are optimised for risk and context.	<ul style="list-style-type: none"> <li>Local communication strategies are incorporated in the LEMA where appropriate.</li> </ul>		Being reviewed as part of the new LEMA
The EM sector <b>exercises and learns</b> in order to continually improve	<ul style="list-style-type: none"> <li>The LEMC exercises annually in accordance with State EM Policy 4.8.3 and the Western Australia Managing Exercises Guideline.</li> </ul>		
	<ul style="list-style-type: none"> <li>Exercise schedules to be submitted to the DEMC prior to the start of the financial year in accordance with State EM Policy 4.10.</li> </ul>		Schedule to be developed
	<ul style="list-style-type: none"> <li>Develop a post-exercise report following all exercises in consultation with participants and submit to the DEMC as soon as practicable after the exercise.</li> </ul>		
<b>Knowledge and networks</b> are built through regular sector-wide training and development	<ul style="list-style-type: none"> <li>LEMC members attend regular emergency management training and professional development opportunities where possible.</li> </ul>		

 On Track	 Off track Minor Issue	 Significant Issues Action Required	 Not yet started
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## Local Emergency Management Committee Projects and Initiatives

Project Name	Host Agency	Project Description	Status	Comments
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 On Track	 Off track Minor Issue	 Significant Issues Action Required	 Not yet started
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## Department of Fire and Emergency Services Report for the Shire of Harvey Local Emergency Management Committee

**Monday 11 September 2023**

### **STORM SEASON 2023**

The region is yet to experience any significant storms this winter season with only a small number of RFAs for water ingress and flooding.

### **CLIMATE OUTLOOK (issued 17 August 2023)**

- For September to November, rainfall is likely (60 to 80% chance) to be below median for large parts of northern Australia, increasing to likely to very likely (60% to greater than 80% chance) below median for south-west and south-east Australia.
- For September to November, above median maximum temperatures are very likely (greater than 80% chance) for almost all of Australia.
- For September to November, minimum temperatures are likely (60 to 80% chance) to be warmer than median for most of Australia, with chances increasing to very likely (greater than 80% chance) for western and eastern areas.
- The long-range forecast is influenced by several factors, including likely El Niño development, potential positive Indian Ocean Dipole development, and record warm oceans globally.

### **AFAC SEASONAL BUSHFIRE OUTLOOK FOR SPRING 2023**

Significant areas of southern WA are experiencing below average relative root zone soil moisture and the drier and warmer than average spring forecast will likely increase these root zone soil moisture deficits. Reduced relative root zone soil moisture will likely result in the earlier curing of grasslands and the increased surface fuel availability within woody vegetation in late spring compared to an average year. The forecast drier and warmer than average spring forecast for southern WA has the potential to impact planned burning opportunities in some areas, and bushfires in late spring may be more difficult to suppress due to higher surface fuel availability.

### **WAFES CONFERENCE 2023**

The WAFES Conference will be held on Friday 8<sup>th</sup> and Saturday 9<sup>th</sup> September. The theme for this year's conference is *Working together to make a difference*. It highlights how working together at all levels across all services and all agencies, we not only create a safer State but also make a difference in the lives of the Western Australian community. Keynote speakers

include Justin Langer, Australia Test cricketer and coach, and Rabia Siddique, international humanitarian lawyer, retired British Army senior officer, former war crimes and terrorism prosecutor and hostage survivor.

### **BUNBURY HOSPITAL EXERCISE**

An exercise will be held at the Bunbury Hospital on Wednesday 4<sup>th</sup> October to test the hospitals emergency response procedures during a bushfire. CFRS, VFRS and local BFBs will also practice setting up an ember defence around the hospital precinct.

### **TSUNAMI EXERCISE**

Geoscience Australia and DFES are collaborating preliminary tsunami inundation modelling for the Bunbury to Busselton area. An international tsunami exercise for Indian Ocean nations—ioWave 23 is planned for 18<sup>th</sup> October 2023 – the South West part of the exercise will likely be a ~3 hour desktop exercise.

### **COMBINED EMERGENCY SERVICES LEGISLATION**

The draft combined emergency services legislation should be out for public consultation before the end of the year. There will be an opportunity to provide feedback with the final legislation not likely to be implemented until at least 2025.

**John Carter**

**District Officer Emergency Management**



**SHIRE OF HARVEY - LOCAL EMERGENCY MANAGEMENT COMMITTEE  
REPORTING**

**Agency:**

**Department of Communities – Emergency Relief and Support  
(Communities)**

<b>Report prepared by:</b>	Roma Boucher	<b>Position:</b>	DESO, SW
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**Date: Quarter 1 - July to September 2023 inclusive**  
**LEMC Meeting: 11 September 2023**

**Report:**

- **Review of the State Support Plan** - Communities have now successfully completed a comprehensive review and rewrite of the Support State Support Plan – Emergency Welfare (Interim). The draft State Support Plan – Emergency Relief and Support (the State Support Plan) has been endorsed by the SEMC Response Policy Sub-Committee and will be presented to the SEMC for approval on 4 October 2023.
- **Capability Audit** – Communities has procured Nous Group to conduct an audit of Western Australia’s emergency relief and support capability. Communities is engaging with its community sector partners via the State Welfare Emergency Committee and the State Welfare Emergency Committee – Operations to seek their input into the audit.
- **Disaster Victim Identification (DVI)/Mass Fatality** – Communities is engaging with WAPOL and the State Coroner’s Office to strengthen its response to a potential major emergency, where mass DVI processes are required.
- **Audit of Evacuation Centres** - DESOs have been requested by our head office to do a comprehensive review of our statewide evacuation centres by 30 November 2023. We have an updated form and will also need to notate the wind region in relation to when the building was built to determine cyclone suitability.  
Note: I wouldn’t anticipate any buildings in the south west to have a cyclone rating.  
Fyi – I’ve attached the map of Wind Regions for Australia according to As/NZs 1170.2:2021
  - It has been decided we will remove all secondary or alternative potential evacuation centres from the Local Emergency Welfare Plans (LEWPs), particularly where there are no ablutions (toilets and/or showers) at the facilities. I have previously kept the detail in the plans as these facilities would be useful as recovery/one stop shop type facilities, i.e. no overnight requirements and as an activation decreases. The details of these facilities can be included in your LEMAs/Recovery plans and would be provided by the Local Government as appropriate to the community needs.
- **Training, Exercises, Webinars** - On going welfare centre training will be provided to department staff and interest stakeholders will be planned this quarter, dates to be advised.

**Response to the Kimberley Floods**

- The Department of Communities (Communities) is providing emergency relief and support services to residents impacted by the Kimberley Floods.
- As of 04 July 2023:
  - 90 people are currently in Phase 1 Temporary Accommodation.
  - Since the Disaster Response Hotline (DRH) opened on the 11 January 2023 until 4 July 23, Communities has responded to a total of 1,936 calls for assistance.
  - Communities has assisted DFES with the activation of 302 Premier’s Grants cards.
  - 27 Category 3 Assistance applications have been initiated. Two have been approved, two not approved and two have been withdrawn and are not eligible.

# Wind regions for Australia

according to As/NZS 1170.2:2021

