



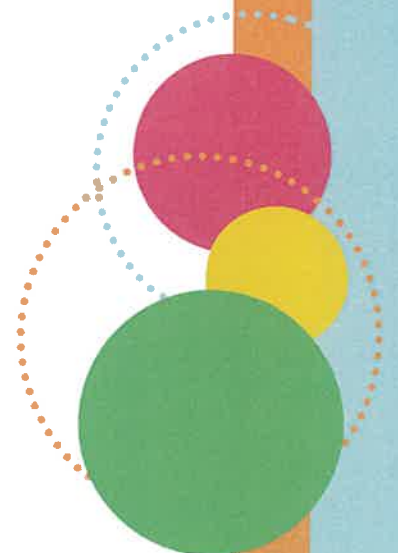
# MINUTES

## Local Emergency Management Committee Meeting

held **Tuesday 7<sup>th</sup> October 2025**  
Shire of Brookton Council Chambers  
14 White Street, Brookton

These minutes were confirmed by Local Emergency Management  
Committee as a true and correct record of proceedings by the Local  
Emergency Management Committee Meeting held on ..... / ..... / .....

Presiding Member: ..... Date: 9/12/25



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## 1.10.25 DECLARATION OF OPENING/ATTENDANCE

The Presiding Member declared the meeting open at 5.32pm.

On behalf of Council, I would like to acknowledge that this meeting is being held on the traditional lands of the Nyoongar People and pay respect to all Elders, past, present, and emerging. I wish to acknowledge and respect local people's continuing culture and the contribution they make to Country and its life.

### Committee Members (Voting)

Katrina Crute	Shire President
Lachlan McCabe	Councillor
Travis Eva	CBFCO
Ben Davies	AO West - Department of Fire & Emergency Services (via teams)
Roger Northey	Acting Community Emergency Services Manager (CESM)
Ian Dawson	St Johns Ambulance
Jenny Menasse	WA Country Health Service (via teams)
Michael Phillips	Department of Communities (via teams)

### Staff (Non-Voting)

Gary Sherry	Chief Executive Officer
Sandie Spencer	Local Recovery Coordinator/Executive Governance Officer
Jennie Mason	Governance Officer

### Apologies received

Phillip Crute	Brookton - St Johns Ambulance
Viv Gardiner	DFES District Emergency Management Advisor
Lorraine Redhead	Baptistcare – Kalkarni
Anna Erickson	DPIRD
Rodney Thornton	RoadWise (WALGA)
David Johnstone	Brookton Police
Kris Dewson-Hall	Brookton District High School

## 2.10.25 CONFIRMATION OF PREVIOUS MINUTES

### 2.10.25.01 LOCAL EMERGENCY MANAGEMENT COMMITTEE – 7 MAY 2025

#### LEMC 10.25.01

#### LEMC RESOLUTION

**MOVED** Cr Crute

**SECONDED** Cr McCabe

*That the minutes of the Local Emergency Management Committee meeting held in the Shire of Brookton Council Chambers, on 7<sup>th</sup> May 2025, be confirmed as a true and correct record of the proceedings.*

**CARRIED 8/0**

## 3.10.25 PRESENTATIONS

Nil.

## 4.10.25 STANDING ITEMS TO BE CONSIDERED AT EACH MEETING

### 4.10.25.01 UPDATE OF CONTACTS AND RESOURCES REGISTER

Member agencies are required to review the document and provide details of required updates before next meeting.

- Any changes required for the current contacts and resources register?

### 4.10.25.02 CHANGE OF POSITION/LEAVE AND ACTING ARRANGEMENTS – NOTIFICATION

Updates in **RED**.

#### 1. Delegates & Proxy's:

Organisation	Delegate	Proxy
Baptistcare	Lorraine Redhead	Nil
WAPOL	David Johnstone	Lance Simpson
Dept. Communities	Michael Phillips	Joanne Spadaccini Mark Schorer
Brookton Bushfire Brigades	Travis Eva CBFCO	DCBFCO's Tim Evans Brad Bassett
BDHS	Kris Dewson-Hall	
St Johns	Ian Dawson	
St Johns - Brookton	Phillip Crute	
DFES	Ben Davies Viv Gardiner – Acting (Charlotte Powis – District Emergency Management Advisor)	
DPIRD	Anna Erickson	
RoadWise	Rodney Thornton	Nil
WACHS	Jenny Menasse	

Organisation	Delegate	Proxy
Brookton VFRS	Scott Atkins	William Wilkinson
Shire of Brookton	Cr Katrina Crute, Shire President	Cr McCabe

#### 4.10.25.03 INCIDENT SUPPORT GROUP ACTIVATIONS

Nil.

#### 4.10.25.04 RISK PROFILE CHANGE

Nil.

#### 4.10.25.05 LOCAL EMERGENCY MANAGEMENT ARRANGEMENTS



Our Ref:  
Enquiries: Viv Gardiner  
Telephone: 9845 5007 or 0429 104 007

Mr. Gary Sherry  
Chief Executive Officer  
Shire of Brookton

Via email: [Gary.Sherry@brookton.wa.gov.au](mailto:Gary.Sherry@brookton.wa.gov.au)

Dear Mr Sherry

#### LOCAL EMERGENCY MANAGEMENT ARRANGEMENTS

Thank you for providing the Shire of Brookton's Local Emergency Management Arrangements (LEMA) for noting by the State Emergency Management Committee (SEMC) at the meeting of 07 August 2025 (Resolution 45/2025), in accordance with the *Emergency Management Act 2005* (the Act).

Through the LEMA, the Shire of Brookton has made an important contribution to the State's emergency management arrangements. Contemporary LEMA are a key part of informing the SEMC's oversight of emergency management and capability in Western Australia and are essential to assist your community withstand and recover from emergencies and disasters.

If not already in place, I encourage you to make the updated LEMA available on Shire of Brookton website and at your local government offices, as outlined in section 43 of the Act, ensuring that contact details and other confidential information are removed. Accessible local arrangements are vital to reinforce familiarity and shared responsibility within your community to increase preparedness and minimise the impacts of an emergency.

Shared responsibility in emergency management helps develop individual ownership and capability, which are essential to increase our overall resilience. Shared responsibility does not end with the LEMA review; I trust you will continue to build cooperative efforts in your local government and work closely with others to improve emergency management, as you play a critical role in keeping your community safe.

Your District Emergency Management Advisor, Viv Gardiner can provide information, tools, and contacts to support the Shire of Brookton in maintaining comprehensive emergency management planning and practices.

Yours sincerely

Melissa Pexton  
EXECUTIVE OFFICER  
STATE EMERGENCY MANAGEMENT COMMITTEE

9 September 2025

cc: Viv Gardiner, District Emergency Management Advisor, Great Southern Region  
Sandie Spencer, Shire of Brookton  
Jeff Andrijasevich APM, WA Police Force  
Jon Munday APM, WA Police Force

Emergency Services Complex | 20 Stockton Bend Cockburn Central WA 6164 | PO Box P1174 Perth WA 6844  
Tel (08) 9395 9300 | Fax (08) 9395 9384 | ABN 39 563 851 304

E: [info@semc.wa.gov.au](mailto:info@semc.wa.gov.au)  
W: [www.semc.wa.gov.au](http://www.semc.wa.gov.au)

#### 4.10.25.06 REPORT AND/OR DEBRIEF ON ANY LEMC EXERCISE(S)

Nil.

#### 5.10.25 GENERAL BUSINESS

Nil.

#### 6.10.25 MEMBER REPORTS

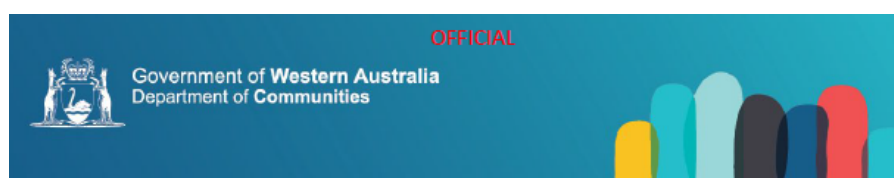
##### 6.10.25.01 DEPARTMENT OF COMMUNITIES

###### Kymerly Flood Recovery

- Accommodation Shortages: Ongoing challenges in securing adequate accommodation in the northern areas, particularly Fitzroy Crossing.
- Supporting displaced residents and recovery personnel; identifying temporary housing options.

###### Fire Season Preparation

- All on track with staff preparedness and preparation for a high threat fire season.



## Emergency Relief and Support

### LEMC REPORT FOR DISTRIBUTION

1<sup>st</sup> Quarter 2025 – 2026

Regional Emergency Relief and Support contact	
Activation of Emergency Relief and Support (ERS) services is via Communities Emergency Operations Coordinator (EOC) M: 0418 943 835 and Email: <a href="mailto:emergencyservices@communities.wa.gov.au">emergencyservices@communities.wa.gov.au</a>	
Regional Officer:	Joanne Spadaccini – 0429 102 614
Regional Coordinator:	Michael Phillips – 0455 560 041
Regional Manager:	Mark Schorer – 0429 108 226
Regional Specific Update	
ERS Preparedness	
In 2015 the State Emergency Management Committee (SEMC) identified a policy gap regarding medium to long-term emergency accommodation. <ul style="list-style-type: none"><li>• The State Support Plan – Emergency Relief and Support outlines Communities' responsibility for emergency accommodation.</li><li>• State and local government agencies have coordinated medium to long-term accommodation solutions for impacted residents following more recent events, however the State Emergency Management Framework does not prescribe a responsible agency for medium to long-term emergency accommodation.</li><li>• In 2024, Emergency Relief and Support and DFES Recovery coordinated a multi-agency working group to improve the State's capability and preparedness in providing post-disaster accommodation</li><li>• Communities is coordinating a sub-project to progress and define a state policy position for medium to long-term temporary accommodation.</li></ul>	
Response	
Recovery	
<b>Kimberley Floods Recovery Program</b> ERS continues to engage with stakeholders, impacted community members and local Aboriginal organisations and community leaders to address recovery concerns and provide support regarding the return to home journey process.	

## LEMC & DEMC report – 2nd Quarter 2025/2026

### DPIRD's On-Call Coordinator Duty Phone

If needing to activate the State Support Plan: Animal Welfare in Emergencies or require assistance in the DPIRD support role of another Hazard Management Agency's incident, the contact number is **08 9368 3132**.

### DPIRD's role in emergency management

- DPIRD is the Hazard Management Agency (HMA) for animal and plant pests and disease incursions. Refer to the [State Hazard Plan: Animal and Plant Biosecurity](#) for information on DPIRD's legislated roles and responsibilities.
- DPIRD is the executor of the State Support Plan for Animal Welfare in Emergencies. This includes livestock, horses, and companion animals. Refer to the [State Support Plan: Animal Welfare in Emergencies](#) for information on DPIRD's legislated roles and responsibilities.
- DPIRD may from time to time provide support to other agencies where requested. This includes administering some components of the [Disaster Recovery Funding Arrangements WA](#).

## Emergency Management Directorate

### DPIRD Preparedness Activities and Natural Hazard Season Review (2025–26)

The Department, through its Emergency Management Directorate (EMD), is currently coordinating preparedness activities across the State in advance of the 2025 – 2026 natural hazard season (1 Nov 2025 – 31 Mar 2026). These activities include a review of existing seasonal arrangements, standard operating procedures (SOPs), and supporting documentation, along with the planning and delivery of regional emergency management workshops.

In parallel, DPIRD is undertaking a structured review of its natural hazard season preparedness and response arrangements. This review will assess the effectiveness, consistency, and sustainability of the department's current arrangements, including high-threat-period response, on-call coordinator (OCC) coverage, seasonal training and briefings, and State-wide DEMC/LEMC representation.

The review will also examine alignment with State-level emergency management policy and DPIRD's responsibilities as a Hazard Management Agency and support agency under relevant hazard plans.

Stakeholder consultation will form a key component of this review, with input sought from DEMC and LEMC representatives, DPIRD Regional Leadership Networks, and relevant external stakeholders. Findings and recommendations will be presented to DPIRD Corporate Executive in mid-2026 to inform and implement improvements ahead of the 2026 - 2027 natural hazard season.

## Learning & Development

DPIRD EM Preparedness Team is working through the emergency management training program for the 2025/2026 calendar year.

Following SEMC endorsement (March 2025) of the revised State Support Plan of Animal Welfare in Emergencies (SSP-AWiE) – DPIRD has commenced planning an exercise to test the SSP-AWiE arrangements in accordance with State Emergency Management Policy. The Exercise will be a Desktop format and will be held in 2026.

### Emergency Animal Disease (EAD) Preparedness

DPIRD has conducted several internal workshops focused on EAD preparedness across the preparedness, response, and recovery phases to build awareness and capability.

## National alerts and investigations

### Avian Influenza

#### CURRENT STATUS in WA: Absent – no known detections

Responses to outbreaks of H7 high pathogenic avian influenza are currently underway in Victoria, New South Wales, and the ACT. Note that this is not the H5 strain currently causing concern globally. DPIRD is monitoring the situation and undertaking preparedness activities. Also, DPIRD is providing personnel and resources to support jurisdictions with confirmed outbreaks. Poultry producers and owners are encouraged to view our [avian influenza page](#) for information on preparedness and detection.

### Tomato brown rugose fruit virus

#### CURRENT STATUS IN WA: Absent – no known detections

A highly contagious plant virus affecting tomatoes, capsicums, and chillies. It was detected in South Australia in August 2024. It presents a significant risk to growers and the industry if established. No known detections in Western Australia currently. Industry and backyard growers are encouraged to recognise and report signs and symptoms of the virus if found. Information is available on our [tomato brown rugose fruit virus page](#).

### Khapra Beetle

#### CURRENT STATUS IN WA: Absent – no known detections

A threat to Australia's stored grain and dry foodstuffs. Recently detected in 'Little Ones Nappy Pants Size 5' delivered to Woolworths stores nationwide. As of September 2025, much of the product has been tracked, returned, and destroyed; however, it is important to contact the Department of Agriculture (DAFF) on 1800 798 636 if this is found. Please see the attached link on how this beetle can impact our grain industry: [24-031-Khapra-Beetle-FS.pdf](#)

### Polyphagous Shot-Hole Borer (PSHB)

PSHB has transitioned to management. If you have any queries or wish to be included in future correspondence, please email [PSHB@dpiird.wa.gov.au](mailto:PSHB@dpiird.wa.gov.au)

## Animal Welfare in Emergencies

DPIRD is the executor of the State Support Plan for Animal Welfare in Emergencies (AWiE). Please note the following important notices regarding AWiE for district and local representatives:

- Please refer to DPIRD's [animal welfare](#) section of our website for resources, support, and contacts. Local governments can reach out to our Incident and Emergency Management Branch if they require advice and support for the development of their PAWE (contact [emergencymanagement@dpiird.wa.gov.au](mailto:emergencymanagement@dpiird.wa.gov.au)).
- DPIRD's Incident and Emergency Management Branch is undertaking preparedness and response activities where activated under the [State Support Plan - Animal Welfare in Emergencies](#).
- DPIRD is working with the SEMC to finalise responses to feedback on the proposed improvements to the [State Support Plan - Animal Welfare in Emergencies](#). The review is scheduled to be finalised in late 2025.

### Important Disclaimer

The Chief Executive Officer of the Department of Primary Industries and Regional Development and the State of Western Australia accept no liability whatsoever by reason of negligence or otherwise arising from the use or release of this information or any part of it.

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## 6.10.25.03 DISTRICT EMERGENCY MANAGEMENT ADVISOR REPORT

- Attachment under separate cover 6.10.25.02A: State Hazard Plan – Fire and amendments.

### LOCAL EMERGENCY MANAGEMENT COMMITTEE DISTRICT EMERGENCY MANAGEMENT ADVISOR REPORT July to September 2025

#### STATE NEWS

The last meeting of the State Emergency Management Committee (SEMC) was held 8<sup>th</sup> March. The next meeting is the 7 August. SEMC Communiques can be found [here](#).

#### Comprehensive Review Schedule of State Emergency Management Documents

On 13 March 2025, the SEMC approved amendments to:

- State Support Plan - Animal Welfare in Emergencies following the 2024 comprehensive review carried out by the Department of Primary Industries and Regional Development.
- State Hazard Plan - Human Biosecurity following the 2024 comprehensive review carried out by the Department of Health.

The following comprehensive reviews have been granted an extension:

- Impact Statement Review – October 2025

The following State EM documents are planned for comprehensive review and broad consultation in 2024/2025.

State Support Plan – Emergency Public Information  
State Hazard Plan – HAZMAT Annex B Space Re-entry Debris (SPRED)  
State Hazard Plan – Cyber Security Incident  
State Support Plan – Freight and Supply Chain  
Impact Statement Guideline and Template  
Local Recovery Guideline  
WA Community Evacuation in Emergencies Guideline

The updated plans have now been published on the SEMC website, along with a summary of amendments

#### State Hazard Plan – Fire COMPREHENSIVE REVIEW

The Department of Fire and Emergency (DFES) is progressing a comprehensive review of the State Hazard Plan - Fire. The review formally commenced in March 2024 led by DFES Metropolitan Operations supported by the DFES Policy Team.

There were two rounds of consultation conducted during 2024

Round 1 – Targeted key stakeholders

Round 1 consultation informed the initial re-drafting of the plan.

Round 2 – Broad consultation via the SEMC Pinpoint site.

Round 2 consultation was based on the DRAFT consultation plan prepared in response to Round 1.

For further information: [State Hazard Plan - Fire | Engage WA Emergency Management](#)

#### DISTRICT NEWS

The last Great Southern District Emergency Management Committee meeting was held on the 3<sup>rd</sup> July 2025 the next meeting will be held on the 22 October.

**Kulin Regional Exercise** - a severe weather exercise was facilitated by DFES on the 30<sup>th</sup> July 2025 in Kulin and was attended by the Shire of Kulin, Shire of Lake Grace, Shire of Wickepin and Shire of Wandering along with emergency services and support agencies



Government of Western Australia  
Department of Fire & Emergency Services



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## Professional Development

**Australasian Fire and Emergency Service Authorities Council (AFAC) Conference and Australian Disaster Resilience Conference, presented by the Australian Institute for Disaster Resilience (AIDR).**

AFAC25 Conference and Exhibition is Australasia's largest and most comprehensive emergency management conference and exhibition. Brought to you by AFAC and Deutsche Messe.

The Department of Fire and Emergency Services is pleased to co-host the 2025 AFAC Conference and Exhibition, which will take place from **Tuesday 26 to Friday 29 August** at the Perth Exhibition and Convention Centre. AFAC is the premier knowledge-sharing event for the fire and emergency services industry, bringing together experts from across Australia, New Zealand and beyond to share insights, strengthen partnerships and explore innovations in emergency management.

The Australian Institute for Disaster Resilience (AIDR) develops, maintains and shares knowledge and learning to support a disaster resilient Australia. The Australian Disaster Resilience Conference brings together a diverse and passionate crowd from a range of sectors to share knowledge and build connections for a disaster resilient Australia.

Access to the Exhibition Hall is free, but you will need to register. Find out more at: <https://www.afacconference.com.au/>

## Training Opportunities

### Disaster Recovery Funding Arrangements WA – Just in Time Training Video Modules

DFES has produced a short (50 mins) training product that covers the basics of the Disaster Recovery Funding Arrangements for Western Australia (DRFAWA). This has been designed to help local governments and State agencies understand the basics of how the arrangements work and the different types of assistance that might be available. There are 6 videos in the module presented via the platform Mobilise Me. Access is via a self-registration process. <https://dfes.mobilise-me.com/index.php/Selfregistration/DRFAWA>. If you already have a DFES MobiliseMe account, please contact [recoverycapability@dfes.wa.gov.au](mailto:recoverycapability@dfes.wa.gov.au) for the module to be assigned to your profile.

This Training Product has been designed for LGs and State Agency personnel who may have some involvement in applying for DRFAWA funding or contributing to the DRFAWA claim evidence requirements.

### Introduction to Emergency Management and Introduction to Recovery – Albany 15 & 16 October 2025

The following training is being delivered by DFES Recovery Capability. The target audience is for Government authorities, including local government, District Emergency Management Committee members, and service providers working in emergency management and disaster recovery in WA.



### Introduction to **Emergency Management**

9am - 4.30pm | 15 October 2025

Albany SES Incident Coordination Centre  
(23 Mercer Road, Walmsley WA 6330)

This training provides participants with an introductory overview of Western Australia's state emergency management framework. It focuses on identifying emergency management legislation, regulations and policies, as well as understanding the hazard management structure.

#### **Prerequisites:**

- None required

#### **Key Subject Areas**

- Legislation and policy framework
- Underpinning principles
- Comprehensive approach to emergency management
- Governance structures
- Common terms and definitions
- Prescribed hazards
- Plans and other key documents
- How hazards are managed

### Introduction to **Disaster Recovery**

9am - 4.30pm | 16 October 2025

Albany SES Incident Coordination Centre  
(23 Mercer Road, Walmsley WA 6330)

This training provides a broad overview of Disaster Recovery and how recovery activities help impacted individuals and communities return to a life that they value. The module focuses on outlining key recovery concepts, principles and activities, while identifying key agencies, their roles, and describing the triggers for state recovery commencement.

#### **Prerequisites:**

- Introduction to Emergency Management

#### **Key Subject Areas**

- Recovery - a closer look
- The national principles
- Roles and responsibilities - key stakeholders in recovery
- Planning for recovery
- Transfer of recovery responsibilities
- State involvement in recovery

For more details and to apply, click here: <https://forms.office.com/r/7cAcCrYS2X>

### Community Preparedness

The role of the Community Preparedness Directorate (CPD) is to develop strategies, programs and resources that enable communities to become more resilient by knowing their risk and getting prepared. CPD work with key stakeholders including staff and volunteers, local government, and community services organisations just to name a few to develop these programs and resources to meet the needs of the community.

The following is a link to the publications that are available to order:

<https://publications.dfes.wa.gov.au/order-publications>

Contact community preparedness through the following:

[Community.preparedness@dfes.wa.gov.au](mailto:Community.preparedness@dfes.wa.gov.au)

## Community Disaster Resilience Strategy Implementation Project

Pilot workshops have been conducted around the State, including two in the Great Southern Emergency Management District, Albany and Boddington, which have incorporated a Risk and Resilience Exercise. The workshops were highly interactive and designed to review community disaster resilience and preparedness within communities. The sum of this data from community interviews and the exercise/workshop, combined with desktop analysis, will produce a baseline level of assessment for community disaster resilience for the pilot local government area, which will be produced by DFES Community Preparedness.

### Disability Inclusive Emergency Planning Forums

The DIEP forums are a series of face-to-face, community-based workshops that bring together people with lived experience of disability, local and state government representatives, emergency services, and key service providers. Their purpose is to improve how we plan for, respond to, and recover from emergencies, ensuring emergency management is inclusive of people with disability and those with additional support needs.

This work is being delivered in partnership with local governments, facilitated by the University of Sydney's Collaborating 4 Inclusion team, and funded through the Disaster Ready Fund (DRF) in collaboration with the National Emergency Management Agency (NEMA).

The City of Albany will host a forum on 1 September 2025, and the Shires of Denmark and Plantagenet are collaborating to deliver a forum on 2 September 2025.

For more information on DIEP and P-CEP, please visit the [Collaborating4inclusion](https://collaborating4inclusion.org.au) website or contact your Community Preparedness Advisor or email: [community.preparedness@dfes.wa.gov.au](mailto:community.preparedness@dfes.wa.gov.au).

## GRANT PROGRAM UPDATES

**AWARE Funding – CLOSED on 5 August 2025.** Outcomes announcements are expected in October 2025.

## LOCAL NEWS

### The Local Emergency Management Arrangements Improvement Program

LEMA Pilot Project – WALGA is undertaking a pilot with five local governments selected through an Expression of Interest. The objectives of the pilot are to: test and refine templates and resources, identify challenges in achieving LEMA endorsement, gather input for user guidelines on Local Arrangements and identify and collect additional support tools/resources used by local governments.

Local governments involved in the pilot program have completed facilitating the Community Risk Workshops, leveraging collective local knowledge. The expected outcome is a documented set of locally valued assets and liabilities, consequence statements, and recommended treatment options, prioritising locally owned risks using local knowledge and resources.

The pilot is expected to run until August, after which a review and report will be prepared for SEMC on the outcomes.

Until the reform of LEMA, local governments are advised to proceed as planned with LEMA reviews, so they maintain their obligations under the *Emergency Management Act 2005*.

*Given the timeframes of the program please don't delay in preparing any LEMA that are due or nearly due for their 5-year review.*

## Local Exercises – Incident Support Group Severe Weather

The Shire of Ravensthorpe with DFES developed a desktop exercise for establishing an Incident Support Group for a severe weather event. The exercise is available to be shared for any Local Emergency Management Committees who wish to run this exercise.

## Western Power - Stand Alone Power Systems (SPS)

Western Power has provided the following information in response to several queries from Great Southern Local Governments regarding *Stand-alone Power Systems*:

We encourage LEMC's to reach and invite service providers such as Western Power to your meetings especially if there is a particular issue you wish to discuss. Please contact Viv Gardiner, Great Southern DEMA for support with contact information for service providers.

- Who is responsible for maintenance for fire preparation/ prevention? – Western Power contractors undertake regular (6 monthly) maintenance of SPS sites where veg clearing is one of their activities. Customers/landowners are required to maintain the area surrounding the SPS. Customers/landowners are required to not enter the SPS enclosure.
- Any things to be aware of when defending them from bushfire? - The SPS enclosure includes Lithium batteries as a component. No attempt should be made to fight the fire, just prevent any spread of fire.

### What to do if there is a fire near my SPS enclosure?

In the event of a fire approaching or within the fenced SPS area, please follow these steps:

1. Do not attempt to fight fire within the fenced SPS enclosure
2. Contact 000 immediately
3. Report the fire to Western Power on 131351. If safe to do so (outside the SPS enclosure), minimise the spread of fire, for example by wetting down surrounding vegetation. Ensure you're protected from any fumes. Please ensure you maintain fire breaks around your SPS and keep your bushfire plan up to date.

Western Power - General enquiries 13 10 87 **Emergencies 13 13 51**

## TELSTRA Emergency Services Liaison Officer Contacts

A Telstra Emergency Services Liaison Officer (ESLO) is a key role within Telstra that focuses on facilitating communication and collaboration between Telstra and emergency services during disaster events. Telstra has suggested including [Eslo.wa@team.telstra.com](mailto:Eslo.wa@team.telstra.com) as part of your LEMC invites. **Telstra also do have a national number that will reach the on duty ESLO- 03 9239 9200 opt 4.**

The above method is the preferred contact option, this ensures if anything changes with people you can still get through so, please use the above email address as the first point of contact please. Below are the direct contact details should you require.

Brian Young ESLO- 0419044605- [Brian.J.young@team.telstra.com](mailto:Brian.J.young@team.telstra.com)

Calvin Mathais- ESLO- 0477703167- [Calvin.Mathais@eam.telstra.com](mailto:Calvin.Mathais@eam.telstra.com)

Andy Boutell- Incident specialist- 0419912229- [Andrew.boutell@team.telstra.com](mailto:Andrew.boutell@team.telstra.com)

Complied by: Vivienne Gardiner, [Viv.gardiner@dfes.wa.gov.au](mailto:Viv.gardiner@dfes.wa.gov.au)

District Emergency Management Advisor

Great Southern Department of Fire and Emergency Services-

+++



Government of Western Australia  
Department of Fire & Emergency Services



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**Local Emergency Management Committee**  
**Department of Fire and Emergency Services**  
*Area Officer Narrogin West*

## Update

- **Emergency WA** – Use Emergency WA as your source of Truth for Incident Information. Stay up to date with [Emergency WA](#), with the New Emergency WA App now available on IOS and Android devices. Allowing you to stay up to date with real-life live data and updates. Able to set watch zones and receive updates if an incident occurs nearby.
- **Training Calendar** – The Upper Great Southern DFES Training Calendar, has all but wrapped up and the 2026 calendar is in development expected by Dec 2025.
- **Leadership Forum** – The UGS Region held the annual Leadership forum on the 2<sup>nd</sup> of August 2025 this event went well, and it was an important investment in our Brigades and Units as it improves all aspects of the Prevention, Preparedness, Response and Recovery. We had key guest speakers from around the state attend. We had around 50 leaders attend from around the Upper Great Southern Region, from a mix of services from VFRS, VFES, BFB, and SES.
- **Incident Management Training** – Incident Controller Level 1, we are running a 4 day course that requires significant pre-requisites and investment for brigade leaders across the region, this is planned over 2 weekends in October, it will significantly boost our regions capability to respond and manage incidents locally.
- **Emergency Planning** - We are encouraging stakeholders to review and test their local emergency response plans around Bushfire, Storms and Power/Communication Outages in preparations for the current Storm Season and transition into Bushfire Season.
- **Regional Duty Coordinator** – The DFES UGS Regional Duty Coordinator or RDC is On call 24/7 365 days a year, available to all Key Stake Holders, and Response agencies. Bushfire Brigades and Local Governments are encouraged to contact the RDC if they require assistance at incident, such as Air Support, Machinery Support, additional resources and Officer attendance. Stakeholders are encouraged to contact the RDC should they need local information, for example should a School cancel their bus route due to an incident nearby. Please note, the RDC does not replace 000 or the DFES Comcen.
  - **DFES UGS RDC – 1800 865 103**
- **The State Hazard Plan – Fire** has been updated and it provides an overview of arrangements for the management of all fires in Western Australia (WA) and contains information on fire prevention, preparedness, response and recovery. The State Hazard Plan has now been reviewed, updated and republished (21<sup>st</sup> August 2025).
- **State Hazard Plan - Fire** can be found here: [https://www.wa.gov.au/system/files/2025-08/shp\\_fire\\_v3.00.pdf](https://www.wa.gov.au/system/files/2025-08/shp_fire_v3.00.pdf)
- **A Comprehensive Review Summary** can be found here: <https://www.wa.gov.au/system/files/2025-08/shp-fire-review-amendments-summary.pdf>



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- **Regional Storm Exercise** – The Regional Storm Exercise was held in Kulin on the 30<sup>th</sup> of July, Good attendance from LGs and Agencies, with attendance from Kulin LG, Wickiepin LG, Lake Grace LG, Wandering LG, Water Corp, Main Roads, Dept Communities, Dept Health, WAPOL, Kulin VFRS, and DFES. Some key points from the day

o Discussion was had around the different committees and the structures (Table Below)

Abbr	Committee/Team/Group	PPRR Phase	Level	Additional Info
LEMC	Local Emergency Management Committee	Preparedness	Local Level	The LEMC is a committee established by local government, responsible for <b>planning and preparing for emergencies</b> . Made up of Key Local Agency representatives.
IMT	Incident Management Team	Response	Local Level	Initiated by the IC (Incident Controller), A team made up of key functions, <b>made up of the personnel from the Hazard Management Agency (HMA) or Controlling Agency (CA)</b> , it may include liaisons for other agencies. <b>This Team is responsible for managing the response to an incident.</b>
ISG	Incident Support Group	Response	Local Level	Initiated by the IC (Incident Controller) of the HMA/CA, the ISG comes together to <b>support the IMT</b> , by <b>offering key details, information and support.</b>
LRCG	Local Recovery Coordination Group	Recovery	Local Level	Initiated by the (LRC) Local Recovery Coordinator to assist with the <b>recovery planning and actioning.</b>
OASG	Operational Area Support Group	Response	District Level	Initiated by the IC/OAM for <b>larger scale incidents over a large area</b> and includes key District level agency officials/ reps, this supports the incident response.
AHLG	All Hazards Liaison Group	Preparedness	District Level	<b>This group is established by the OAM</b> , used to brief <b>key agency officials/ reps to gain relevant information prior to an incident</b> , used on heightened risk days prior to extreme weather etc.



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- A discussion was had around Incident Control Centres in the local area for Incident Management Teams (IMT) to use and Other suitable locations for an Ops Point and to hold Incident Support Group Meetings (ISG) – Note the ICC, Ops Point and ISG will all be determined by the Controlling Agency or HMA of the Incident.

### Update

Location:	Use	Requirements:	Considerations:
<b>Incident Control Centres (ICC)</b>	<ul style="list-style-type: none"> <li>- Location for the Incident Management team to operate from</li> <li>- May also be used to stage appliances, vehicle and services</li> </ul>	<ul style="list-style-type: none"> <li>- ICT – Printer</li> <li>- Wifi/Internet (Starlink)</li> <li>- Back-up Power</li> <li>- Whiteboards or open walls</li> <li>- Spaces for break out rooms</li> </ul>	<ul style="list-style-type: none"> <li>- This should not be the same location as the Evac Centre and ideally not the same location as the ISG Meeting location.</li> <li>- Should have one or two options per LG (Ideally)</li> </ul>
<b>Staging Areas / Operations Point (Ops Point)</b>	<ul style="list-style-type: none"> <li>- Is a separate location to stage appliances, and run the operations from</li> </ul>	<ul style="list-style-type: none"> <li>- Large open area with good access (generally an oval)</li> <li>- Radio Communications (Ideally)</li> <li>- Internet and phone reception (ideally)</li> </ul>	<ul style="list-style-type: none"> <li>- An Ops point is not always required, will depend on incident scale</li> <li>- This should not be the same location as the Evac Centre</li> <li>- Access for vehicles and appliances is essential</li> </ul>
<b>Incident Support Group Meeting (ISG)</b>	<ul style="list-style-type: none"> <li>- Location to hold an Incident Support Group</li> </ul>	<ul style="list-style-type: none"> <li>- Web Call / Zoom / Teams functionality</li> <li>- Meeting room</li> </ul>	<ul style="list-style-type: none"> <li>- This should not be the same location as the Evac Centre</li> <li>- Not the same location as the ICC (Ideally)</li> </ul>

### Upcoming

- **Starting to Transition** – Transitioning from Storm Season to Bushfire Season around September/ October. A reminder for Key Agencies to be aware of the change and plan accordingly.
- **Bushfire Pre-Season Forums** – The UGS region is working to put together 3 separate Forums, these are key catch-ups, we will be discussing resources, requirements, communication and ensure everyone is on the same page. These pre-season forums will be similar to last year they will be dispersed across the region to allow maximum participation. They will be at;
  - Tuesday 14 October 2025 – Eva Pavillion Brokton
  - Wednesday 15 October 2025 – Woodanilling Rec Centre
  - Thursday 16 October 2025 – Hyden Oval Pavillion

The sessions will start around 1230hrs with a BBQ lunch to allow that pre-season networking opportunity before the presentations and concluding around 1630-1730hrs  
 Please RSVP your attendance for catering purposes to [narroginreception@dfes.wa.gov.au](mailto:narroginreception@dfes.wa.gov.au) or on 6832 3110 prior to 13 October 2025.



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**6.10.25.05 WACHS**

- Staff and lead health agency preparedness for for heatwave.
- Shire has conducted vegetation mitigation at Kalkarni surrounds reducing fuel loads.
- Shire to investigate if Baptist Care are fire season prepared.

**6.10.25.06 ST JOHNS – IAN DAWSON**

- The last two Pony Express events ran really well with minimal incidents.
- New Ambulance Allocation: Brookton St John's is confirmed to receive a new ambulance with a Stryker stretcher, improving patient handling and safety.
- St John's York held a mass casualty scenario. This was more a LEMC focus.

**6.10.25.07 CHIEF BUSHFIRE CONTROL OFFICER – TRAVIS EVA**

- Great to see Brigade members attending training.

**6.10.25.08 DFES – ROGER NORTHEY**

- East Brookton Fire Station opening on 29<sup>th</sup> October 2025.
- Organising training courses with great turnout of members.

**7.10.25 EXERCISE**

Nil.

**8.10.25 FOR INFORMATION**

Nil.

**9.10.25 NEXT MEETING & CLOSURE**

- Next Meeting:
- 9<sup>th</sup> December 2025

Meeting closed at 5:54pm.