



SHIRE OF
MANJIMUP

AGENDA

Local Emergency Management Committee

12 December 2025

Notice of Meeting

Please be advised that a meeting of the Shire of Manjimup Local Emergency Management Committee (LEMC) will be held on Friday 12 December 2025, commencing at 1.00pm.

Shire of Manjimup - JC Rose Meeting Room
Rose Street
Manjimup WA 6258

If you are unable to attend, please advise Nicole Favero, Ranger and Emergency Services Administration Officer.

P: 08 9771 7777

E: nicole.favero@manjimup.wa.gov.au



Todd Ridley
LEMC - Executive Officer
26 November 2025

Important Matters for the Attention of Meeting Attendees:

- To ensure the proceedings are accurately recorded, this meeting may be electronically recorded in accordance with clause 6.16 of the *Shire of Manjimup's Standing Orders Local Law 2013*; and
- Any recommendations in this meeting are unable to be acted upon until such time as the recommendations are endorsed by Council, with the exception of recommendations that are of an administrative nature.

FUNCTIONS OF COMMITTEE

The functions of the Manjimup LEMC are as set down in Section 39 of the *Emergency Management Act 2005*:

- (a) to advise and assist the local government in ensuring that local emergency arrangements are established;
- (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.

AGENDA

1. Opening and Welcome

Acknowledgement of Country

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

2. Attendance and Apologies

3. Declaration of Interest

4. Guest Presentations

5. Confirmation of Minutes of Meeting held Wednesday, 13 November 2024.

Council's Response to Minutes of the General Meeting prior to Terms of Reference changing.

COUNCIL RESOLUTION:

MOVED: Omodei, P SECONDED: Miolin, S

29602

That Council receive the unconfirmed Minutes of the Local Emergency Management Committee Meeting held Wednesday 13 November 2024 as shown in Attachment: 9.16.2(1).

ADOPTED BY EN BLOC RESOLUTION: 9/0

6. Review of Action List and Business Arising

6.1 Action List

7. Correspondence

7.1 Incoming

7.2 Outgoing

8. Review of LEMC Membership and Contact List Updates

9. Local Emergency Management Standing Items

9.1 Post Incident Reports - Deferred

9.2 Post Exercise Reports - See Agenda Item 10.2

9.3 Exercise - Deferred

9.4 Review Local Emergency Management Arrangements – See Agenda Items 10.3

9.5 Risk Management update - Deferred

9.6 Review LEMC Business Plan (EM Work Plan) – See Agenda Item 10.4

9.7 Review Funding opportunities - Deferred

9.8 Events – General Discussion

10. Agenda Items

10.1 Emergency Management 101

10.2 Community Emergency Risk Assessment Workshop – LEMC Exercise Overview

10.3 SoM - Local Emergency Management Plan- DRAFT

10.4 SoM - Local Emergency Management Work Plan (LEMC Business Plan) - Implementation

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11. Agency/Member Reports

- 11.1 Shire of Manjimup –Shire President
- 11.2 Shire of Manjimup - Recovery Coordinator
- 11.3 Shire of Manjimup – Chief Bush Fire Control Officer
- 11.4 Department of Biodiversity, Conservations & Attractions
- 11.5 Department of Communities
- 11.6 Department of Fire and Emergency Services
- 11.7 Department of Primary Industries and Regional Development
- 11.8 District Emergency Management Advisor - DFES
- 11.9 Main Roads WA
- 11.10 St John Ambulance – Manjimup & Walpole
- 11.11 WA Country Health Service – Warren & Pemberton Northcliffe
- 11.12 WA Police – Manjimup, Pemberton & Walpole
- 11.13 Water Corporation
- 11.14 Western Power

12. General Business

13. Next Meeting

13.1 LEMC Calendar

Date	Activity	Venue	Comment
25 March 2026		JC Rose Room	
24 June 2026			

14. Meeting Closure.

5. Confirmation of Meeting Minutes.

RECOMMENDATION/LEMC DECISION 2025/XX

"The committee approved the minutes of the Shire of Manjimup Local Emergency Management Committee meeting held Friday, 12 December 2025."

Moved: TBA

Seconded: TBA

CARRIED: XX/0

Shire of Manjimup

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6. Review of Action list and Business arising 6.1 Action List

Action & Meeting Date	Item	Update	Owner	Status
04/24 17/07/2024	DFES Virtual Reality Bushfire Preparedness Experience	17/07/2024: Shire of Manjimup CEM to arrange for the 'DFES Virtual Reality Bushfire Preparedness Experience' to be available for Council members to experience a realistic bushfire scenario. 13/11/2024: Ongoing as awaiting Councils 2025 dates. Update: Still Ongoing	Todd Ridley	In Progress
05/24 13/11/2024	DEMC to LEMC letter regarding Community Response Initiatives Involving Evacuation – Invite DFES to Council	13/11/2024: Shire of Manjimup LEMC Administration to invite Phill Brandrett from DFES, who is also the Deputy of DEMC, to attend the Shire's next Council meeting to brief Councillors involved with the Community Response groups and provide a clear understanding on the importance of following the State EM Framework. Update: Phill Brandrett attending Council	Todd Ridley	Completed
06/24 13/11/2024	DEMC to LEMC letter regarding Community Response Initiatives Involving Evacuation – Shire President Response	13/11/2024: Shire of Manjimup LEMC Administration to draft a letter to the Community groups from the Shire President regarding the Community Response Initiatives. Update: Ongoing, requesting clarification	Todd Ridley	In Progress
07/24 13/11/2024	Review of LEMC Terms of Reference	13/11/2024: Shire of Manjimup LEMC Administration to prepare a review of the Terms of Reference and how Meetings are held. Update: This is now under the Emergency Management Act and a new Shire of Manjimup Policy 1.1.10.	Todd Ridley	Completed