



Minutes

Local Emergency Management Committee

12 December 2025

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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, Emergency Services Officer.

P: 08 9771 7777

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

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 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.

Minutes of Meeting held 12 December 2025

Minutes of the Local Emergency Management Committee (LEMC) Meeting held in the Shire of Manjimup JC Rose Meeting Room, Rose Street Manjimup on Friday 12 December 2025.

1. Opening and Welcome

Shire of Manjimup – Shire President, Cr Donelle Buegge assumed the chair and declared the meeting open at 1.01pm.

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

2.1 Attendance

Members - Voting

Shire of Manjimup - Shire President	Cr Donelle Buegge
Shire of Manjimup - Community Emergency Services Manager	Todd Ridley
Shire of Manjimup - Chief Bush Fire Control Officer	Remo Pessotto
Department of Biodiversity, Conservation & Attractions	Ben Farquhar
Department of Communities	Renee Flaxman
Department of Fire and Emergency Services	Chris Sousa
Department of Primary Industries & Regional Development	Tina Buckley
WA Police Service - Manjimup	Jayden Lowe
WACHS - Pemberton Northcliffe Health Services	Kathy Smith
WACHS - Warren Health Services	Justine Kelly

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Members Non Voting & Invited Guests

Shire of Manjimup - Emergency Services Officer	Nicole Favero
Shire of Manjimup – Senior Ranger	Stephen Burch
Shire of Manjimup - Chief Executive Officer	Benjamin (Ben) Rose
DFES – District Emergency Management Advisor	Erin Hutchins
Main Roads WA	Bill Lishman
Shire of Manjimup – Deputy Shire President (proxy)	Cr Steve Miolin
Shire of Manjimup - Deputy Chief Bush Fire Control Officer (proxy)	Mr Brad Wren
Shire of Manjimup – Director Development Services	Jason Giadresco
Shire of Manjimup – Recovery Coordinator	Gail Ipsen Cutts
St John's Ambulance Walpole (Community Paramedic-SW & GS)	David Rae
St John's Ambulance Operation Leads	Leisa Tocknell
WALGA	Catherine Feeney

2.2 Apologies

Department of Primary Industries & Regional Development	Ian Guthridge
Main Roads WA	Bruce Hancock
Water Corporation	David Stanik
WA Police Service – Walpole	Matt Hartfield

Kathy Smith, Justine Kelly & Gail Ipsen Cutts arrived 1.05pm

Bill Lishman, Ben Rose, Jason Giadresco, Brad Wren, Ben Farquhar left the meeting at 2.30pm

3. Declaration of Interest

Nil

4. Guest Presentations

In Agenda items

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

RECOMMENDATION/LEMC DECISION 2025/XX

"The committee confirm and accept the minutes of the Shire of Manjimup Local Emergency Management Committee meeting held Wednesday, 13 November 2024."

Moved: Remo Pessotto, CBFCO

Seconded: Steve Miolin, Deputy Shire President

CARRIED: 10/0

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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 CESM 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. 12/12/2025: 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. 12/12/2025: Phill Brandrett attended 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. 12/12/2025: 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. 12/12/2025: This is now under the Emergency Management Act and a new Shire of Manjimup Policy 1.1.10.	Todd Ridley	Completed

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7. Correspondence

7.1 Incoming

14.11.24	DPIRD – Change of LEMC DPIRD Proxy – BUCKLEY, Tina
14.11.24	St John WA – Update of contact details for David Rae – Great Southern.
19.11.24	St John WA – Southern Forest District Operational Leads, Dane Hendry and Leisa Tocknell, are requesting additional LEMC membership representation for SJWA.
04.12.24	DEMA SW – Contact Telstra Representatives at LEMC.
07.01.25	Walpole Police – New OIC, Matt Hartfield, update of LEMC membership.
07.01.25	Water Corporation – Notification & contact details of new LEMC member representative, David Stanick.
12.06.25	SEMC Letter of request for LEMC 2024-2025 Annual Report
03.09.25	DFES – Community Emergency Risk Assessment Workshop – Outcomes Report
19.11.25	DPIRD PolyPhagous shot-hole borer eNews
08.12.25	Dept of Communities – updated Local Emergency Relief and Support Plan (LERSP) for tabling and endorsement.

7.2 Outgoing

14.11.24	Shire of Manjimup to LEMC Members – Recording of District and Local Emergency Management Committees PSHB Webinar
12.11.24	Shire of Manjimup to LEMC Members – Events Matrix as at 12 November 2024. (Provided at Meeting)
07.01.25	Shire of Manjimup to LEMC Members – Unconfirmed Minutes of Meeting 13 November 2024
07.01.25	Shire of Manjimup to Water Corporation – Requesting update if position has been filled for LEMC member representative
21.05.25	Shire of Manjimup to LEMC Members –Local Emergency Management Committee (LEMC) Community Risk Workshop Invitation - 13 June 2025.
09.06.25	Shire of Manjimup to APA Australia Energy Infrastructure Partner – Request for LEMC contact details.
01.07.25	Shire of Manjimup to SEMC – 2024-2025 LEMC Annual Report Lodged
23.10.25	WALGA Local Government Emergency Management Survey 2025 – completed.
18.11.25	Shire of Manjimup to LEMC Members – LEMC Agenda, Minutes from previous meeting.
09.12.25	Shire of Manjimup to LEMC Members – Item LEMA Documents for Meeting to be reviewed

8. Review of LEMC Membership and Contact List Updates

The distribution contact list was updated by all in attendance.

- WACHS advised that Kathy Smith will be the main contact for the Pemberton Northcliffe Health Service ongoing.
- DEMA SW advised that Melissa Howard will be acting in this position 15.12.25 until 30.10.25.
- Shire Policy to be amended as Main Roads was missed in the change to the Non Voting Membership.

9. Local Emergency Management Standing Items

9.1 Post Incident Reports - Nil

9.2 Post Exercise Reports - See Agenda Item 10.2

9.3 Exercise – Nil

9.4 Review Local Emergency Management Arrangements (EM Plan)– See Agenda Item 10.3-

9.5 Risk Management update – Emerging Risks - Nil

9.6 Review Local Emergency Management Business Plan (EM Business Plan) – See Agenda Item 10.4

9.7 Review Funding opportunities - Nil

9.8 Events – General Discussion

The committee reviewed the events matrix, see *Item 9.8 Attachment*.

Justine Kelly - WACHS –requested to add the UCI & G7 Enduro race (25,000 plus people coming for Gravel Race in Nannup) to the Event Matrix as this will impact the Shire.

ACTION: Add to Task List for Gail Ipsen Cutts Director Community Services to add to Events Matrix

10. Agenda Items

10.1 Emergency Management 101

Presentation provided by Erin Hutchins – SW DEMA on Emergency Management 101. She also advised that Melissa Howard will be her replacement from 15 December 2025 until 30 October 2026, while she is acting in another position.

10.2 Community Emergency Risk Assessment Workshop – LEMC Exercise Overview

See Item 10.2 Attachment

The DFES – Community Emergency Risk Assessment Workshop – Outcomes Report was tabled.

Catherine Feeney – WALGA Project Lead, provided an overview of the LEMC Exercise that was held in Manjimup in June, the Community Emergency Risk Assessment Workshop (CERA) that was facilitated by DFES and the outcomes that were developed from this workshop.

10.3 SoM Local Emergency Management Plan – DRAFT (EM Plan)

Draft document was tabled.

Catherine Feeney – WALGA Project Lead, provided an overview of the LEMA Pilot Project and the changes that have been implemented in the *Draft Shire of Manjimup Local Emergency Management Plan* (EM Plan) and how this was developed from the CERA workshop outcomes and integrated with the EM Business Plan.

10.4 SoM Local Emergency Management Business Plan (EM Business Plan) – Implementation

Draft document was tabled.

Catherine Feeney – WALGA Project Lead, provided an overview of the LEMA Pilot Project and the development of the *Draft Shire of Manjimup Local Emergency Management Business Plan* (EM Business Plan) and how this was developed from the CERA workshop outcomes and the EM Plan.

Discussion ensued after the presentation of Item 10.2, 10.3 & 10.4 with advice provided that the Shire of Manjimup is updating the Strategic and Corporate Business Plan so the references will no longer be relevant, possibly look at just referencing Shire Plans broadly and without the dates to avoid outdated information. Other feedback was look at including the LEMC Membership and maybe not include some of the overview information and pictures? Members & Agencies requested to review the documents further and provide more feedback.

11. Agency/Member Reports

11.1 Shire of Manjimup – Shire President – Cr Donelle Buegge

Nil to report.

11.2 Shire of Manjimup - Recovery Coordinator – Gail Ipsen Cutts

- Gail advised that her team is prepared and ready if something occurs.

The above report was received verbally at the meeting.

11.3 Shire of Manjimup - CBFCO – Remo Pessotto

Report was tabled, see Item 11.3 Attachment.

11.4 Department of Biodiversity, Conservations & Attractions – Ben Farquhar

Report was tabled, see Item 11.4 Attachment.

11.5 Department of Communities – Renee Flaxman

Report was tabled see *Item 11.5 Attachment*.

- Renee also presented to LEMC Members the updated *Department of Communities Local Emergency Relief and Support Plan* that was tabled. This will also include the new trailer that will be housed in Manjimup once the location is finalised.

11.6 Department of Fire and Emergency Services – Chris Sousa

Report was tabled, see Item 11.8 Attachment. Consolidated with DEMA's Report

11.7 Department of Primary Industries and Regional Development – Tina Buckley

Report was tabled see Item 11.7 Attachment.

- They have also finalised the roster for Christmas.

11.8 District Emergency Management Advisor - DFES – Erin Hutchins

Report was tabled see Item 11.8 Attachment.

- Further to her report Erin advised that the State Recovery Arrangements are now approved with information to come. They are requesting feedback on the LG Knowledge Hub that is now live and also the Emergency WA Planning Tool has been released.

11.9 Main Roads WA – Bill Lishman

Report was tabled see Item 11.9 Attachment.

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11.10 St John Ambulance

Manjimup – Community Paramedic SW – Gary Wilcox

No report received - not in attendance.

In Gary's absence, guest Leisa Tocknell the St John Ambulance Operation Leads advised that the Integrated Starlink rollout to Community Paramedics is happening over the next 6-7 months. For local subcentres they much fund these themselves through fundraising.

The above report from Leisa was received verbally at the meeting.

Walpole – Community Paramedic GS – David Rae

- Training – two new Emergency Medical Responders and one new Emergency Medical Technician have started
- Volunteer numbers currently meeting operational requirements
- Walpole Subcentre have received development approval for their new building and engineering plans are being drawn up for tendering

The above report was received by email.

11.11 WA Country Health Service

Pemberton Northcliffe Health Service – Kathy Smith

Report was tabled, see Item 11.11.1 Attachment.

Warren Health Service – Justine Kelly

Report was tabled, see Item 11.11.2 Attachment.

Justine also queried the hydrants at the hospital and the information that is kept there in the documents and how up to date this is with Chris Sousa DFES who advised that they would be done periodically by the fire safety companies but he will follow this up and advise.

There was also discussion regarding the GIC fishing laws and the increase of people in the area and at Windy in the next few years.

ACTION: Add to Task List for Chris Sousa DFES to follow up and advise regarding the hydrant in front of hospital in Manjimup.

11.12 WA Police

Pemberton – OIC Ross Bartley

No report received - not in attendance.

Manjimup – OIC Jayden Lowe

- Recently attended the Bushfire Forum.
- Business as usual, a couple of crashes not too serious.
- Staffing is okay at the moment.

The above report was received verbally at the meeting.

Walpole – OIC Matt Hartfield

Nil to report. Apologies received for meeting.

11.13 Water Corporation – David Stanik

Nil to report. Apologies received for meeting.

11.14 Western Power – Colin Jones

No report received - not in attendance.

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12. General Business

Nil

13. Next Meeting

LEMC Calendar			
Date	Activity	Venue	Comment
26 March 2026		JC Rose Room	
25 June 2026		JC Rose Room	
29 October 2026		JC Rose Room	

14. Meeting Closure.

The Chair, Shire of Manjimup - Shire President, Cr Donelle Buegge, thanked everyone for their attendance and closed the meeting at 3.25pm.

Month	Event Name	Description	Start Date	End Date	Location	Expected Attendance	Risk SoM	Risk Docs	Traffic Mgmt	Alcohol	Other Agency Approvals etc
Dec	Manjimup Cherry Harvest Festival	Food festival	13-Dec	13-Dec	Manjimup	5000+	Medium	Received	Yes	Yes - Licenced	
Dec	EMPS End of Year Concert	End of Year Concert	17-Dec	17-Dec	Sound Shell - Heritage Park	600+	Low	Received	No	No	
Dec	Walpole Solstice Carols	Christmas Carols	21-Dec	21-Dec	Walpolw Ficifolia Community Garden	100	Low		No	No	
Dec	Christmas In the Park	Christmas Carols	21-Dec	21-Dec	Heritage Park	1,000	Low	Received	No	No	
Jan	Av' a Good Day in Walpole	Australia Day Celebrations	26-Jan	26-Jan	Pioneer Park, Walpole	500-1000	Low		No	No	no
Feb	Jazz in the Jarrah	Community Concert & Picnic	1-Feb	1-Feb	Heritage Park Sound Shell	<500	Low		No		
Feb	Manjimup Speedway	Street Stocks, Productions & Sedans	14-Feb	14-Feb	Manjimup Speedway	<1000	High		No	Yes - Licenced	
Mar	Warren Blackwood Agriculture Show	Annual Ag Show	13-Mar	13-Mar	Rea Park, Collier St Manjimup	3,000	Medium		No	Yes - Licenced	no
Mar	Southern Forest Campdraft	<i>waiting on event Application</i>	6-Mar	9-Mar							
Mar	Manjimup Speedway	Street Stocks, Productions & Sedans	7-Mar	7-Mar	Manjimup Speedway	<1000	High		No	Yes - Licenced	
Mar	Karri Valley Triathlon	Triathlon	14-Mar	15-Mar	Karri Valley Resort	<500	Medium		Yes	No	
Apr	Delrious West 100&200 Miler	Marathon				<500	Low				

Shire of Manjimup Local Emergency Management Committee Session

Overview

The Shire of Manjimup has been chosen to take part in a SEMC approved pilot project that will test a new approach to creating and carrying out Local Emergency Management Arrangements (LEMA). This pilot gives both the Shire and the LEMC an important chance to influence practical emergency management strategies that meet local needs and align with statewide goals.

This pilot tests new methods for planning, stakeholder engagement, and implementation. The results will guide future enhancements to LEMA processes across the state.

Pilot Approach to Local Arrangements

Currently, the local arrangements are set out in a single package for consideration by the LEMC and then Council for endorsement.

As part of the pilot, we are trialling a separation of information:

- The strategic content required for Council endorsement will be more closely aligned with the governance and oversight function of elected members.
- The operational documents will provide practical guidance for implementation and not require Council endorsement.
- All existing supporting documents such as policy, plans, procedures, contact lists, and operational guides will continue to be maintained, updated, and accessible as part of the overall emergency management framework.

Importantly, this new approach does not result in the loss of any support documents.

The intent is to improve clarity and alignment, not to remove or reduce the resources available to staff and agencies.

Shire of Manjimup Emergency Management Document Overview

The Shire of Manjimup maintains a comprehensive suite of emergency management documents, each serving a specific purpose within the local emergency management framework.

The following table provides an overview of key documents, their purpose, and ownership arrangements

Document in *Italics* are part of the Pilot testing

Document Type	Title	Notes
<i>Overarching: Strategic Framework</i>	<i>Shire of Manjimup Local Emergency Management Plan</i>	<i>High Level endorsed by Council / LEMC</i> <i>Sets the local strategic direction and objectives</i> <i>Shire owned</i>
<i>Operational/ Business Plan</i>	<i>Shire of Manjimup Local Emergency Management Business Plan</i>	<i>Details the actions to achieve what is set in the framework, reviewed annually.</i> <i>Joint Shire and LEMC</i>
<i>Incident Support Handbook</i>	<i>Shire of Manjimup Emergency Management Staff Incident Support Handbook</i>	<i>Operational: contains key local information, references for response and the HMA support.</i> <i>Shire owned</i>
Main Recovery Plan	Shire of Manjimup Local Recovery Plan	Required by legislation, endorsed by LEMC. Outlines recovery arrangements and processes Shire owned
Support Documents	• Shire of Manjimup Local Evacuation Plan • Shire of Manjimup Local Emergency Resource Directory • Shire of Manjimup Local Animal Welfare Plan • Department of Communities Local Emergency Relief and Support Plan	Examples of supporting plans Owned by the relevant agency or departments.

LEMC Session Outcomes Sought

1. **Agreement on Objectives and Lead Actions in EM Plan:**

We will review and confirm the proposed objectives and lead actions under each of the four pillars of emergency management: Prevention, Preparedness, Response, and Recovery (PPRR).

2. **Implementation Planning through the EM Business Plan:**

In the same session, we will move directly into the *Local Emergency Management Business Plan* and discuss the role of the LEMC and its, setting timelines, identifying required resources.

What to Prepare

Please review the objectives and main actions for each PPRR pillar extracted from the *Draft Shire of Manjimup Local Emergency Management Plan*, on the following pages.

Do you agree with the identified objectives and priorities?

Take a look at the ***Draft Shire of Manjimup Local Emergency Management Business Plan***, with particular attention to the LEMC's role, and consider any additional suggestions that could help achieve the desired outcomes, objectives, and lead actions.

Questions for reflection and open discussion during the session:

- Are there any activities or tasks we might have overlooked?
- What additions or changes would you suggest for activities, roles, or timelines?
- Can you identify any potential risks, challenges, or resource issues?
- Do you have local knowledge, recent experiences, or lessons learned to share?
- Are there opportunities for collaboration or improvement that should be highlighted?

DRAFT *Shire of Manjimup Local Emergency Management Plan*

— **extract** The plan is organised around the four pillars of emergency management (PPRR). For each pillar, we have outlined:

- **Strategic Intent**
- **Objectives**
- **Lead Actions**

These will form the foundation of our Local Emergency Management Plan and Business Plan.

Prevention: Risk Reduction

Strategic Intent: Reduce the likelihood and consequences of emergencies by embedding risk management into planning and decision-making.

The Shire of Manjimup will adopt strategies designed to mitigate disaster risks and enhance community resilience, with the objective of minimising the impact of emergencies on residents, properties, economy, infrastructure and the environment.

Objectives:	Lead Actions
Emergency risks in the Shire of Manjimup are identified, assessed and managed.	• Maintain a contemporary emergency risk profile reflecting changing conditions, including climate impacts. • Identify and prioritise risk treatment strategies. • Integrate risk assessment into planning and decision making.
Emergency risks are prevented or reduced.	• Identify infrastructure betterment opportunities to reduce risks and incorporate in long term asset management and infrastructure planning. • Incorporate land use planning and development controls to control development in locations at higher risk from natural hazards. • Plan and undertake bushfire risk mitigation works. • Partner with local stakeholders in addressing priority emergency risks. • Strengthen disaster resilience in communities through targeted initiatives and public awareness efforts.

Preparedness

Strategic Intent: Support the Shire and its partners readiness to respond effectively to emergencies through robust arrangements and capability development.

Emergency management preparedness involves proactive planning and training to support communities to respond effectively to potential emergencies, minimising risks and enhancing resilience

Objectives:	Lead actions:
Shire of Manjimup Local Emergency Management arrangements remain current and fit for purpose.	- Align arrangements with State policy and lessons learned from local exercises and incidents. - Engage key stakeholders in continuous improvement of the local emergency management arrangements. - Prepare and maintain up to date supporting plans, procedures.
Shire of Manjimup is supported by an effective and engaged Local Emergency Management Committee.	- Establish and maintain governance procedures for the Local Emergency Management Committee (LEMC) as determined by the SEMC (<i>Emergency Management Act 2005 s38(4)</i>). - Facilitate three annual meetings of the LEMC, including at least one exercise, with participation from senior staff and elected members.
Shire of Manjimup staff, key stakeholders and community have the capability to act in emergencies.	- Build capability through training and exercising. - Allocate roles and responsibilities clearly. - Promote awareness of emergency management arrangements among leaders.
Shire of Manjimup essential services can be maintained during disruptions	- LG maintain plans for business continuity in case of an emergency. - Advocate in the Investment of critical infrastructure & back-up systems.
The community is resilient and prepared for emergencies.	- Maintain community engagement for emergency preparedness. - Support programs and initiatives to raise the emergency awareness and preparedness of the community. - Collaborate with industry and services providers in emergency planning and exercises.

Response

Strategic Intent: Deliver a coordinated and effective response that prioritises safety, continuity and early recovery. In an emergency, the Shire's designated officers will work with the Hazard Management Agency, Incident Controller and other supporting agencies.

Objectives:	Lead actions:
An effective response to emergencies within the Shire of Manjimup.	• Establish and manage local emergency plans for coordinating and supporting incident response. • Maintain clear delegations, policies and financial arrangements to support emergency operations.
Provide safe options for evacuation.	• Maintain and advocate to improve facilities that are suitable for use in an emergency. • Maintain considerations for higher risk and isolated locations within the <i>Local Arrangements</i> • Maintain plans for the housing of animals in an emergency to support the evacuation of persons.
Early recovery actions commence during response.	• Embed early recovery considerations into response planning.

Recovery

Strategic Intent: The goal is to support the recovery of the community from emergencies by restoring social, economic, built, and natural environments. In accordance with Section 41 (4) of the *Emergency Management Act 2005*, the Shire of Manjimup has a Local Recovery Plan in place for managing recovery. The Local Government oversees this process by designating a Local Recovery Coordinator to manage operations and facilitate collaboration among various agencies.

Recovery begins as soon as an emergency response starts, with early actions focusing on repairing infrastructure, offering psychosocial support, providing financial assistance, cleaning up, and bringing back essential services.

Objectives:	Lead actions:
Recovery is locally led, coordinated and inclusive.	• Maintain the <i>Shire of Manjimup Local Recovery Plan</i>. • Establish the arrangement for a Local Recovery Coordination Group. • Identify and appoint a minimum of one trained Local Recovery Coordinator.
All functional areas of the local government engage in recovery outcomes.	• Define roles for each functional area in recovery planning. • Engage across the local government organisation to restore the social, economic, built and natural environments.
The Shire of Manjimup maximises returns from available funding.	• Maintain accounting and record keeping arrangements to capture evidence of disaster impacts and expenditure. • Seek disaster recovery grants and optimise funding opportunities.

ITEM 11.3 ATTACHMENT

Remo Pessotto - CBFCO

Report for LEMC Meeting held on 12 December 2025

No of Fires

- To date we have attended 10 fires, with most the fires being unattended or requests for help.

Regulation Burning Times – Period we are in

- Restricted Burning Period started on the 9 November for Manjimup / Pemberton and 19 November for Northcliffe / Walpole areas.

No of Permits Issued

- There has been 78 Permits to Burn to date, many for clearing up around the property.

Weather Conditions

- So far it has been a mild start to the fire season however the weather forecast looks like it will start to dry and heat up from here on.

Brigade Business / Issues

- All brigades have had their AGM's and are in the process of conducting pre-season training such as (Radio Communication, Burn Over Drills, Appliance awareness).

Brigade Deployments

- Not requests for deployment so far.

Vehicle Maintenance / Issues

- All appliances have been serviced we are one truck down at the moment in Northcliffe. Hopefully it will be back online just after the new year. We have been told this season we may not receiving a High Season Appliance, or it will be delivered late in the season. The High Season trucks fill gaps in our fleet location in the isolated Eastern part of the Shire.

Communications

- The Radio network is working fine with only one issue to date which was fixed quickly. We are trialling TELSTRA Cel-Fi Booster kits on some of our vehicles and fire stations this season. The initial reports that the kits have made an improvement were there is low signal.

General Business

-

ITEM 11.4 ATTACHMENT



Department of **Biodiversity,
Conservation and Attractions**



Warren Region

Update for Manjimup LEMC meeting Wednesday 12 December 2025

Prescribed Burning

Prescribed burning is underway in the Warren Region within the Shire of Manjimup with several burns being commenced.

Late Spring rains saw a later state and potential for burning to continue into new year under prohib exemptions.

In Frankland District:

FRK_108 Harewood

FRK 112 Wilmott Quindinilup

FRK 105 Kordabup

FRK 094 Sheepwash

Proposed:

Further ignitions at Harewood.

FRK 104 Frankland State Forest 20ha of pockets to tidy up,

FRK 103 Hay – Denmark Shire.

FRK 099 Coalmine - Manjimup Shire

FRK 117 Swarbrick - Manjimup Shire

In Donnelly District:

DON_160 Gobblecannup/Murtin mixed fuel type 6000 ha Manjimup Shire

DON_164 Netic – Nannup Shire

Proposed: DON 103 Jane, DON 081 Hawke, DON 106 Dombakup, DON 028 Cascades - Kari type burns likely to extend into prohibited season.

Going into summer Donnelly District have several burns with karri vegetation that are on the burn program.

Warren Region

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

There will be a continuation of the Netic and Gobblecannup burns and tidy up/consolidation of all active burns within the Region

Bushfire

Five very small fires, Grass trees being lit up/campfires within parks where fires are not permitted as of 1st December.

Preparedness/Other

Water bomber aircraft online from the 19th December in Manjimup likely to be fixed wing however could be rotaries for an interim period due to protracted grain harvest season.

Regional resources all online and operational trucks/machines.

District and Regional duty officers active.

Smoke detection camera trial within the Region commencing soon.

Ben Farquhar.

A/Regional Leader Fire Management

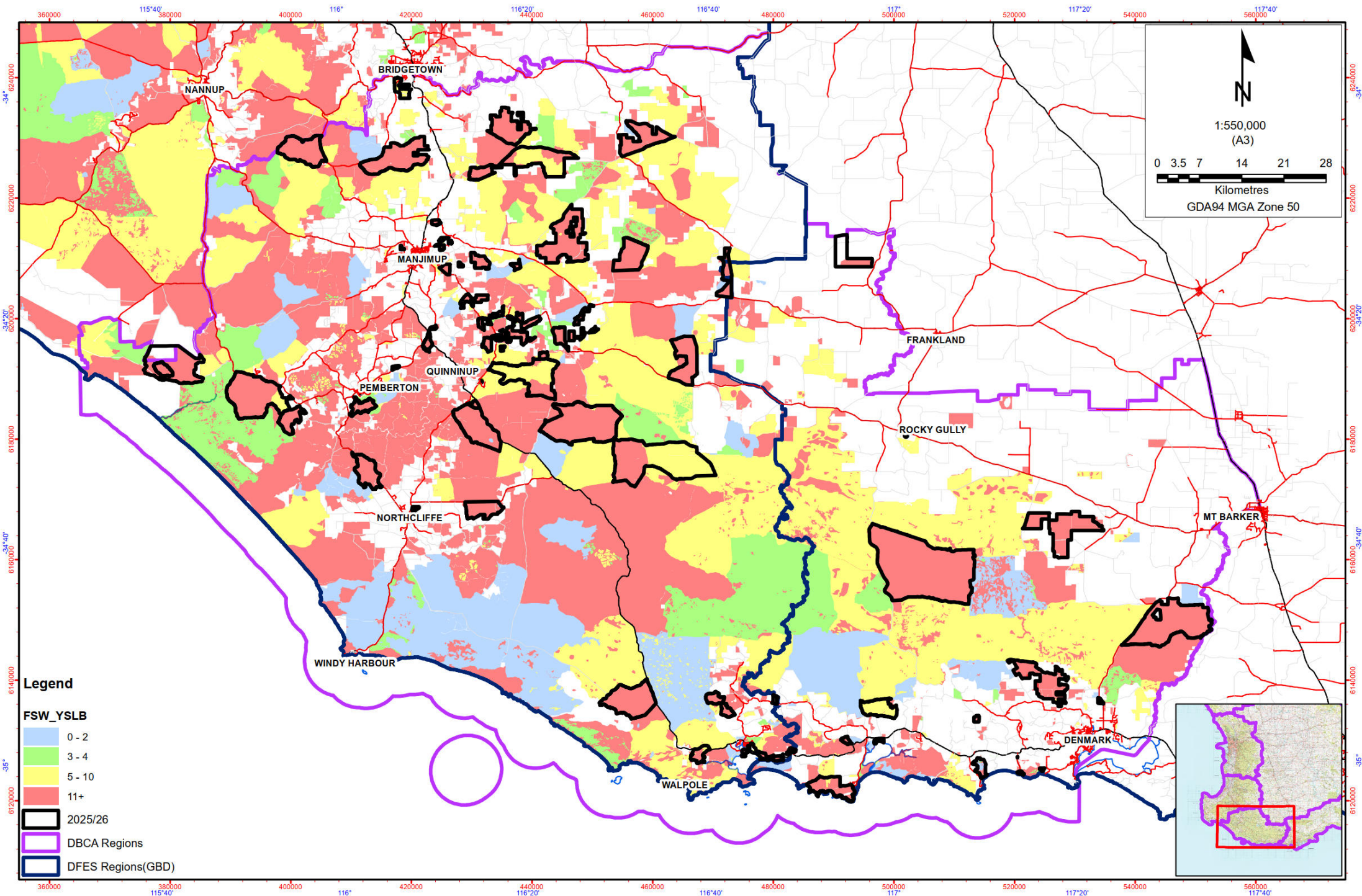
Warren Region

Manjimup

Warren Region

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

Warren Region Burn Options Program 2025/2026 - Fuel Age DBCA Managed Tenure

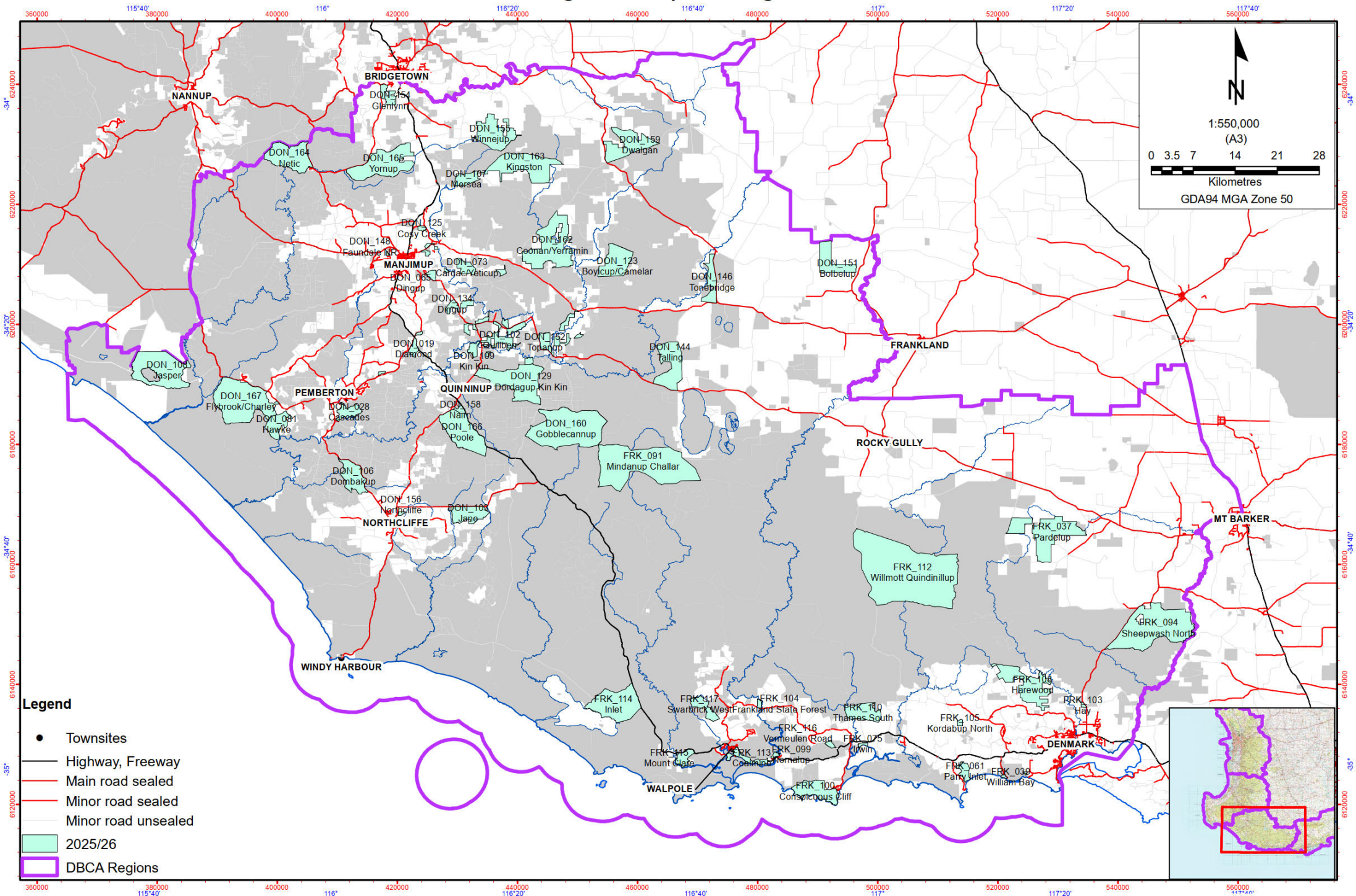


Roads and tracks on land managed by DBCA may contain unmarked hazards and their surface condition is variable. Exercise caution and drive to conditions on all roads.

The Dept. of Biodiversity, Conservation and Attractions does not guarantee that this map is without flaw of any kind and disclaims all liability for any errors, loss or other consequence which may arise from relying on any information depicted.



Warren Region Burn Options Program 2025/2026





Emergency Relief and Support

LEMC REPORT FOR DISTRIBUTION

2nd quarter 2025-2026

Activation via Communities Emergency Operations Coordinator

Regional Manager:	Mark Schorer
Regional Coordinator/s:	Renee Flaxman
Regional Officer:	Jo Spadaccini
Local Government:	Shire of Mamjimup

South West specific update

Evacuation centre training is being undertaken in Southwest for local government and Communities staff to support upskilling in the activation and facilitation of evacuation centres.

- Two training sessions are being held for the Shire of Harvey on the 11th of December, at 8:30am at the LLC in Australind and at 12:30pm at the Harvey Recreation and Cultural Centre in the afternoon.
- If you have staff members that would benefit from this training, please contact Renee to discuss further.

Harvey Evacuation Centre Exercise held on the 16th October, a multi-agency response to a bushfire within the Shire of Harvey, was very well received and supported. Participants included the Shire of Harvey staff, Department of Communities, DFES and Red Cross.

The exercise was used as a learning opportunity for new staff, using a real time scenario, and proved engaging and informative, with staff reporting a high value learning experience.

Outcomes the debrief held on 26th November between the Shire of Harvey and Communities, noted five recommendations and actions – one of which was ongoing training.

Activation via Communities Emergency Operations Coordinator

New ERS trailer for the Shire of Manjimup

At the beginning of the financial year, ERS was successful in securing the opportunity of prepositioning an additional trailer within the South West region and is pleased to announce receipt of this asset

After consultation and discussion with the Shire of Manjimup, the trailer - currently stored in Bunbury, will soon be delivered to its permanent home in Manjimup.

The Local Emergency Relief and Support Plan LERSP details the operational management and coordination of ERS under the Western Australian (WA) Local Emergency Management Arrangements (LEMAs).

- Contact details for LLC has been updated.
- **With no further feedback received regarding changes, requesting that the updated and revised LERSP be tabled be endorsed by the LEMC.**

Training, workshops, forums attended/provided – 2nd Quarter:

16/10/2025: Harvey Evacuation Centre Exercise (attended by Proxy)

23/10/2025: DoC staff Evacuation Centre Training (delivered)

6/11/2025: WALGA Pre Season Emergency Management Webinar

18/11/2025:LSI Leadership Workshop no.2

19/11/2025: Advanced Facilitation Skills Training

25/11/2025: DEMA Forum presentation – SW & Metro Regional Coordinators

3/12/2025: Inter-Agency Forum

7/12/2025: Yallingup Community Preparedness Workshop

11/12/2025: SoHarvey Evacuation Centre training (upcoming – delivering)

Emergency Relief and Support update

Communities have implemented a range of preparedness activities, with a focus on initiatives to ensure rapid deployment and coordinated support across the State during emergency events.

Improved logistics system

ERS is introducing an exciting new Go Bags initiative — designed to enhance comfort, dignity, and practical support for people displaced during emergencies. In previous seasons, bedding and hygiene items provided to evacuees within evacuation centres were collected, cleaned, and reused after an event.

Activation via Communities Emergency Operations Coordinator

This season, ERS is trialling a more compassionate and sustainable approach — allowing evacuees to take their items with them when they transition to alternative accommodation such as staying with friends, family, or moving into temporary housing.

This initiative supports continuity of care and gives evacuees a stronger sense of stability and independence at a time when their lives have been disrupted.

What is inside a Go Bag:

Each Go Bag is designed to provide immediate comfort and essential items for daily living:

➡ **Bedding:** Pillow, sleeping bag, air mattress, and sheet — giving evacuees a comfortable rest whether in the centre or moving to new accommodation.

🧼 **Personal Requisites:** Soap, toothbrush, toothpaste, comb and towel — ensuring everyone has the essentials for personal hygiene.

🧴 **Additional Hygiene Items:** Deodorant, sanitary products, and other personal care items (subject to availability).

Replacing everyday items such as bedding or toiletries can be costly and stressful following an emergency. By providing evacuees with a Go Bag they can keep, ERS offers not only practical assistance but also a gesture of care, respect, and empowerment.

The Go Bags helps ease the transition from an evacuation centre to the next stage of recovery, giving people one less thing to worry about and one more reason to feel supported.

Response and Activations July to date

Response:

- Four (4) Level 1 incidences (2 house fires, 2 house floods).

Activations:

- One (1) structure fire involving 31 impacted businesses (Morley Markets).
- Three (3) complex/bushfires (Shires of Broome, -Tammin, City of Geraldton)

Other updates

The National Climate Risk Assessment (Australian Climate Service) and the National Adaptation Plan (Department of Climate Change, Energy, the Environment and Water) identifies Western Australia, particularly the Northwest, as one of the most disaster-prone regions in the country, facing escalating risks from heatwaves, bushfires, drought, tropical weather, and coastal flooding.

- The Adaptation Plan emphasises the need to prioritise support for the most vulnerable as climate impacts intensify across the country.
- ERS recognise that stretched social support services and increasing disasters will impact on people and community level mental health and wellbeing; and ability to financially recover from multiple disasters.
- To support this, ERS is factoring these risks into future planning, and building relationships with government and the community services sector to explore how those most vulnerable in disasters can be better supported during times of crisis.
- Communities are actively strengthening partnerships across government and the community services sector to ensure a coordinated and effective emergency response. This includes formal collaboration with the Department of Housing and Works, following the recent public sector reform, to maintain seamless support for impacted communities during emergencies. Additionally, Communities is leveraging the capabilities of key community service organisations to deliver emergency relief.
- On 22 October 2025, Communities' ERS Directorate held a State Partner Exercise (Recovery) that focuses on the activation of the State Social Domain and introduced changes to Communities' responsibilities because of the proposed changes to the State recovery arrangements. This exercise provided an opportunity to test coordination mechanisms and strengthen cross-agency collaboration in a high-impact scenario.

ITEM 11.7 ATTACHMENT

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 [REDACTED].

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), has finalised 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, including 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 2026.

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 mid 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 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@dpird.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 Emergency Management Directorate if they require advice and support for the development of their PAWE (contact emergencymanagement@dpiird.wa.gov.au).
- DPIRD's Emergency Management Directorate is undertaking preparedness and response activities where activated under the [State Support Plan - Animal Welfare in Emergencies](#).

Important Disclaimer

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ITEM 11.8 ATTACHMENT



STATE NEWS

The last meeting of the **State Emergency Management Committee (SEMC)** was held on the 9 October 2025. SEMC Communiques can be found [here](#).

2025 SEMC MEETING SCHEDULE

- 4 December 2025

STATE EMERGENCY MANAGEMENT FRAMEWORK

State Hazard Plan – Fire

State Hazard Plan – Fire (the Plan) has undergone a comprehensive review. The Plan was approved by SEMC on 7 August 2025 and published on 21 August 2025.

The revised Plan is now available via the SEMC website [State Hazard Plan - Fire](#). A Comprehensive review summary is available [here](#) and provides details of the comprehensive review and amendments.

State Recovery Arrangements

The State Emergency Management Committee (SEMC) requested the Department of Fire and Emergency Services (DFES) to undertake a comprehensive review of the recovery arrangements in the State EM Framework.

Public consultation on the proposed amendments was undertaken from 3 February to 2 May 2025.

The final proposed amendments to the recovery chapters in the State EM Policy, Plan and Procedure to incorporate lessons identified in past recoveries and contemporary recovery best practices, will be provided to SEMC subcommittees for endorsement and the State Emergency Management Committee for consideration at its **December** meeting.

State Hazard Plan – HAZMAT Annex B Space Re-entry Debris (SPRED)

The WA Police Force has completed a five yearly review of the State Hazard Plan HAZMAT Annex B Space Re-entry Debris (SPRED).

The WA Police Force is now seeking broad stakeholder feedback on the proposed amendments.

Agencies with roles and responsibilities within the State Hazard Plan HAZMAT Annex B SPRED, the Australian Space Agency and the Western Australian Space Debris Emergency Response Team (WASDERT) were consulted during the initial review of the plan.

The draft State Hazard Plan HAZMAT Annex B SPRED provides an overview of arrangements for the management of SPRED emergencies in Western Australia, in accordance with the Australian Government Space Re-entry Debris Plan (AUSSPREDPLAN). It contains information about the strategic arrangements for prevention, preparedness, response to and recovery from a SPRED Emergency.

The draft State Hazard Plan HAZMAT Annex B SPRED refers to a range of existing plans and documents relating to SPRED but does not duplicate the information contained in these, instead provides directions to websites or other sources where further information can be obtained if required.

The Commissioner of Police is the Hazard Management Agency for SPRED.



Consultation will be open for 12 weeks from Friday 03 October 2025 to Friday 02 January 2026. Please submit your feedback by close of business on 02 January 2026 [here](#).

Comprehensive Review Schedule

The following State Emergency Management documents are planned for comprehensive review and broad consultation in 2025/2026:

- WA Community Evacuation in Emergencies Guideline
- State Hazard Plan – Cyber Security Incident
- Local Recovery Guideline
- State Support Plan – Freight and Supply Chain
- Impact Statement Guideline and Template
- State Hazard Plan – HAZMAT Annex A Nuclear Powered Warship (NPW)
- State Hazard Plan – Animal and Plant Biosecurity
- State Hazard Plan – Hostile Act
- State Hazard Plan - Collapse
- State Hazard Plan – Earthquake
- State Hazard Plan – Maritime Environmental Emergencies
- State Hazard Plan – Tsunami
- State Support Plan – Emergency Public Information
- Impact Statement Guideline and Template
- WA Managing Exercising Guideline
- State EM Policy and Plan

You can view all current and past consultations on the [Engage WA EM consultation homepage](#)

Local Government Emergency Management Knowledge Hub

The [Local Government Emergency Management Knowledge Hub \(EM Hub\)](#) was launched on **30 October 2025**. The EM Hub is a new online resource designed to support local governments in developing and maintaining their local emergency management arrangements.

The EM Hub is being delivered as part of the LEMA Improvement Program and is now available on the DFES website. It outlines local government roles and responsibilities under the Emergency Management Act 2005 and the State Emergency Management Framework, consolidating key information into a single, accessible platform. The EM Hub also provides direct links to essential documents and templates for further reference.

Designed for both new and experienced practitioners, the EM Hub is structured around the four phases of emergency management—Prevention, Preparedness, Response, and Recovery (PPRR)—with clear guidance and helpful tools in each section.

DFES Resilience and Recovery Strategy and Policy Team welcome your feedback on the EM Hub via [Engage WA Emergency Management](#) until **27 March 2026**. For more information or questions, please contact the DFES Resilience and Recovery Strategy and Policy Team at recoverypolicy@dfes.wa.gov.au.

SEMC STRATEGIC PLAN

The State Emergency Management Committee (SEMC) [Strategic Plan 2026-2029](#) outlines how the SEMC will collaborate with Western Australia's emergency management sector to develop a comprehensive system that fosters resilience and preparedness in our State.



The Strategic Plan was prepared in consultation with emergency management sector stakeholders. It will guide the work of the SEMC, its subcommittees and reference groups and **District and Local Emergency Management Committees**.

Central to the Strategic Plan is a recognition that people, relationships, and governance are essential to fostering a collaborative and resilient emergency management system.

The system is supported by six strategic objectives that are designed to enable adaptability within a changing environment, and to withstand emerging and unprecedented threats and risks:

- leadership and governance
- hazard and systemic risk
- capability and capacity
- community and local emergency management
- a whole of system approach across the emergency management cycle
- climate change.

DISTRICT NEWS

The next **District Emergency Management Committee** (DEMC) will be held on Tuesday **17 March 2026**.

DISTRICT OFFICER UPDATE

Skills Development and Interagency Training

- Ongoing efforts are being made to enhance fire personnel capabilities in basic life support and casualty handling.
- Interagency training initiatives between Department of Fire and Emergency Services (DFES) volunteers and St John Ambulance are currently being arranged or delivered to improve collaborative response effectiveness.

State Bush Fire Exercise

- The State Bush Fire Exercise was based on a scenario in the Lower South West Region on 11 September 2025. Shire Staff and Emergency Services Volunteers were invited to Manjimup to gain an understanding of procedures and actions required during a fire, together with a demonstration of the DFES Regional Operations Centre (ROC) setup. LGA CEOs and elected staff were invited to a tour of the State Operations Centre to understand the strategic operational. Thank you to all those who attended these sessions.

Lithium Battery Fire Hazards

- There is a noted increase in incidents involving lithium battery fires.
- All responding agencies—including WA Police (WAPOL), St John Ambulance (SJA), Main Roads, and local Shire representatives—must be aware of the associated risks:
 - Fire and potential explosion hazards.
 - Toxic off-gassing of heavy metals present in smoke emissions during battery combustion.

Lithium Battery Disposal Concerns

- Improper disposal of lithium batteries is emerging as a significant safety issue.
- Many batteries are being discarded in general waste bins, resulting in fires within rubbish collection vehicles.
- **Clarification is requested from the Local Government Authority (LGA) regarding:**
 - **Existing collection points for lithium battery disposal.**
 - **Public guidance available to residents on safe disposal practices**



Post-Incident Hazardous Waste Management

- Following the extinguishment of lithium-related fires, DFES will issue a HAZMAT handover form to the property owner.
- This documentation identifies both the wastewater and the damaged battery as hazardous materials.
- **Clarification is requested from the Local Government Authority (LGA) regarding:**
 - ***Whether a designated disposal site exists for such hazardous waste.***
 - ***What procedures or resources are available to prevent environmental contamination or improper disposal into general refuse streams.***

LSW SES Regionally

- Cave Rescue/Vertical Rescue exercise held in Margaret River in September.
- Cave Familiarization exercise to be held in Margaret River in early December.
- New assets
 - Manjimup -General Rescue Truck (GRT)
 - Busselton - General Rescue Truck (GRT)
 - Bridgetown - 10-seater Bus
- Fire support currency drills underway to be completed before HTP
 - Water bomber reloader
 - Burn over drills
- Successful SES recruiting campaign
 - 32 new members regionally
- New Roof safety systems to be rolled out in the new year
 - Current operators & builders to be upskilled
 - All new members to be trained in the new system.

COMMUNITY PREPAREDNESS NEWS

Emergency WA

- DFES is launching a new multi-hazard emergency planning tool within the Emergency WA app and website to help Western Australians prepare for emergencies. You'll be able to create a single plan for bushfire, flood, storm and cyclone.
- This new feature will replace the My Bushfire Plan (MBP) app and website, so all your emergency planning can be in the one place, Emergency WA.
- The feature will have the ability to prompt you to follow your plan when an emergency impacts your area, saving time during fast-moving hazards.
- DFES is aiming to have the emergency planning tool available in the Emergency WA app and website late 2025. The My Bushfire Plan website will remain online until the end of March 2026 to help you transition across.
- It's still important to plan for a bushfire this year. To create a bushfire plan now, go to the My Bushfire Plan website. Once your plan is created, you can download it and save it in the My Hub section of your Emergency WA app, so you have everything in one place.

PLEASE NOTE: Once your plan is created, it is important to download it as it cannot be transferred over to the new upgrade.

Volunteer Bushfire Ready Facilitators attended the Quininup Fair and delivered virtual reality for bushfire preparedness sessions and provided information and resources to support households to create their bushfire plans. Facilitators report their stall was well attended throughout the day.

Several virtual reality for bushfire preparedness sessions were held at South Regional TAFE Manjimup campus in October for students of agriculture, business and general education. Resources to assist household planning were provided to students to take home and start the conversation with their household.



Engagement with the Manjimup Library occurred in November with a visit by Manjimup VFRS and the Community Preparedness Advisor to a Rhyme Time session to chat briefly with parents about bushfire planning before the children had a look at the truck and listened to a story regarding home fire safety. The library now has a display of bushfire preparedness resources for patrons to take.

Compiled by:
District Emergency Management Advisor – South West
Department of Fire and Emergency Services
As at 28 November 2025.

ITEM 11.9 ATTACHMENT

Main Roads Local Emergency Management Committee Report**1. General**

Main Roads South West Region is committed to supporting the relevant agencies involved in Emergencies and Incidents.

It has recently reviewed and restructured its resources to be more responsive to the increasing number of Emergencies and Incidents.

We endeavour to have a Senior Officer in attendance at every LEMC/DEMC meeting and a minimum of 2 at any Exercise.

This ensures our sustainability, rapport and knowledge is spread through the team and does not become person dependent.

We have an Customer Information Centre which is resourced 24 hours a day. They can be contacted on 138 138 for all Emergencies and Incidents.

This team will immediately notify the region of any Emergency/Incident by contacting our 24hr on Call Duty Manager.

The Duty Manager will dispatch resources as required/requested to the Emergency/Incident.

Should the situation warrant, the Duty Manager will activate the On Call Incident Manager.

The Incident Manager may then take charge as the point of contact with IC for the Incident and will activate other resources as required.

2. Resources**2.1 Incident Managers**

Main Roads South West Region has 7 Incident Managers (IM) that it can call upon to respond to, manage and support the IC.

Each Incident will generally require 2 x IM's to manage any 1 Incident.

2.2 On Scene Liaison Officers

Main Roads South West Region has 6 On Scene Liaison Officers (OSLO) to call upon. The OSLO's are generally dispatched to an Incident to make first point of contact with the IC, assess the situation and report back to the MRWA Duty Manager or IM.

The OSLO's can also assist initially by implementing a VCP as required.

They will also support our Vehicle Control Point (VCP) personnel when they are established for the duration of the Emergency/Incident.

2.3 Rapid Response Crews

Main Roads South West Region has 3 Rapid Response Crews (RRC) to call upon. The RRC's are a 2 person crew. They are designed to respond to Emergencies and Incidents and set up the initial VCP control with limited signage.

They will also support our Vehicle Control Point personnel as required.

2.4 Traffic Management Crews

These are contract resources, Main Roads South West Region generally has 3 of these crews engaged on a daily basis. Further to these crews Main Roads is able to call on additional crews from its Contract Traffic Control providers.

There are 3 companies Main Roads generally uses but can also call on resources outside our Region depending on the scale and location of the Incident.

These crews form the backbone of our VCP resources. Initially Main Roads will operate crews on 12 hour shifts and if the Incident is likely to extend beyond 3 days will reduce the shifts to 8hrs to manage fatigue.

Each VCP would require 4 resources for a 12 hour shift and 6 resources for an 8 Hr shift.

OFFICIAL

EMERGENCY MANAGEMENT		REGIONAL MANAGEMENT	Emergency MANAGER	OPERATIONS OFFICER	PLANNING/LOGISTICS OFFICER	LIAISON OFFICER	ROAD INSPECTION		ONSCENE LIAISON OFFICER	COMMUNICATION OFFICER	LOG KEEPER
Title	Quick Glance Positions (may change month to month)										
A/DSWO	BRUCE WALKER	1									
A/MAMO	AARON MILNE	2									
MM	ANTHONY WILLETTS		1	1							
RRRCS	KERRIE MCNEVIN		2	2	1	1					
WS	JORDAN PILLAR		3	3	2	2					
RMWM(S)	RON AITKEN		4			3			1		
RMWM(N)	BEN PAYNE		5			4			1		
MC	JOHN TRELA				3						
VCO	STEVE SHARP						1				
VRO	BLAIR BLOOMEFIELD						2				
NI(S)	BILL LISHMAN								2		
WS	STEWART BRAND								3		
NI	PAUL HILLIS								4		
NI	CRAIG CURTIS								4		
NI	MICK AITKEN								6		
NI	KEITH DAVIS								7		
NI	JYE PREDRETTI								8		
AMO	SCOTT FRATER								9		
MRWA	CIC OFFICER									1	4
MA	TRACEY TAME									2	1
AMO	KAREN HOGAN									3	2
CSM	EVETTE MCFARLANE									4	3

OFFICIAL

	INCIDENT MANAGEMENT	REGIONAL MANAGEMENT	INCIDENT MANAGER	OPERATIONS OFFICER	PLANNING/LOGISTICS OFFICER	LIAISON OFFICER	ROAD INSPECTION		ONSCENE LIAISON OFFICER	COMMUNICATION OFFICER	LOG KEEPER
Title	Quick Glance Positions (may change month to month)										
A/DSWO	BRUCE WALKER	1									
A/MAMO	AARON MILNE	2									
MPM	BRUCE HANCOCK		1	1		1					
MM	ANTHONY WILLETTS		2	2	4	2					
DMM	CHRIS HATHAWAY		3	3	5	3					
MM	AARON MILNE		4	4		4					
VMM	STEVE SHARP		5	5		5	1				
RRRCS	KERRIE MCNEVIN		6	6		6					
RPIO	JADE SAUNDERS		7	7		7					
A/MM	CRAIG BROWNE		8	8		8					
AMO	MICHAEL JORDAN		9	9		9					
MC	JOHN TRELA				1						
RRRCS	KERRIE MCNEVIN				2						
WS	JORDAN PILLAR				3						
VCO	BLAIR BLOOMEFIELD						2				
RMWM(S)	RON AITKEN							1			
RMWM(N)	BEN PAYNE							1			
NI(S)	BILL LISHMAN							2			
WS	STEWART BRAND							3			
NI	PAUL HILLIS							5			
NI	FRED CARTER							6			
MRWA	CIC OFFICER								1	4	
MA	TRACEY TAME								2	1	
AMO	KAREN HOGAN								3	2	
CSM	EVETTE MCFARLANE								4	3	

STATE ROAD NETWORK South West Region RESPONSIBILITY AREA



STATE ROADS IN RESPONSIBILITY AREA SOUTH WEST REGION

ROAD	ROAD NAME
H002	Melville Mandurah Hwy
H009	South Western Hwy
H043	Bussell Hwy
H045	Coatfields Hwy
H057	Forrest Hwy
H058	Bunbury Outer Ring Rd
H059	Willinge Dr
H061	Australind Roelands Link
M003	Bannister Maramong
M006	Bridgetown Boyup Brook
M008	Vasse
M013	Donnybrook Kojonup
M023	Pinjarra
M024	Muir
M027	Brookman
M036	Pemberton Northcliffe
M037	Collie Lake King
M042	Goodwood
M043	Caves
M046	Collie Mumballup
M052	Boyanup Picton
M053	Pinjarra Williams
M061	Boyanup Capel
M066	Collie Williams
M073	Greenlands Rd
M074	Lakelands Lake Clifton
M079	Marriott Rd
M080	Stewart Rd
M081	Sues Rd

PROP.H058 Bunbury Outer Ring Rd
PROP.H059 Willinge Dr

PROP.M043 Caves Rd

LEGEND

- Existing --- Future Highway (State Road)
- Main (State Road)
- State Road Outside Responsibility Area
- Regional Boundary
- Local Government Boundary
- SHIRE OF KULIN
- Main Roads Office
- Local Government Centre
- Other Town/Locality
- SLK Hatch/Measure

0 6.5 13 26.5 34 42.5
Kilometres

MAP INFORMATION

The focus of this map is the pictorial representation of State Roads in each Main Roads' Regional Responsibility Area. This information is sourced from IRIS (Integrated Road Information System).

All other features on this map are included for pictorial representations only and should not be used where accuracy is a consideration.

Geographic Coordinate System: Geocentric Datum of Australia 1994 - Projection MGA Zone 50
Original Page/Map Size A3
Project: ...GIS_projects\annualStateRoadNetworkMaps\MRWA_Online_Maps_2021



mainroads
WESTERN AUSTRALIA

Drawing No: MRWA_Online_Maps_2024_StateRdNetwork_RA
Data Source: IRIS (C2441)
Data Currency: October-2024 Date of Print: 02-Oct-2024
Name: DWG0921-0041-05 - RA - SW

Pemberton Northcliffe Health Service LEMC report 26th November 2025

EMERGENCY MANAGEMENT UPDATES.

- Emergency procedures / drill discussion exercises:
 - have continued with a focus on fire and evacuation (code red & orange),
 - weather alerts (code yellow) and aggression management (code black)
 - structural facilities annual review for BZP
- Measles outbreak – ongoing monitoring in SW – no impact for Pemberton Northcliffe health services
- NANNUP 2026 UCI World Champs – Seven Gravel Race (Nannup LEMC Nov 5)
 - May 16 qualifying event
 - Oct 3 - 9 G7 event
 - Oct 10 -11 UCI world championship event
 - Other lead & concurrent events in SW
 - Risks – health increased trauma & higher presentations to hospitals

GENERAL UPDATES.

Pemberton Northcliffe Health Service

- Continues to be a sustained increase in patient presentations to hospital ED & admissions remain above average – mostly at bed capacity for the past quarter 2025.
- Hospital staffing continues to be closely monitored and covered with support from WACHS workforce, Agency and other sites as well as local nurses.
- Hospital rental properties x2 in Pemberton supporting the required workforce. Currently housing nursing staff.

RISKS

- Nannup 2026 cycling event – health increased trauma & higher presentations to hospitals

ACTIONS

- WACHS Emergency Management team + key stakeholder meetings – to be advised



Government of **Western Australia**
WA Country Health Service

Warren Health Service LEMC Report 19th November 2025

EMERGENCY MANAGEMENT UPDATES

- Emergency procedures / drill discussion exercises:
 - have continued with a focus on fire and evacuation (code red & orange),
 - weather alerts (code yellow) and aggression management (code black)
 - structural facilities annual review for BZP
- Measles outbreak – ongoing monitoring in SW – no impact for Warren Blackwood health services
- NANNUP 2026 UCI World Champs – Seven Gravel Race (Nannup LEMC Nov 5)
 - May 16 qualifying event
 - Oct 3 - 9 G7 event
 - Oct 10 -11 UCI world championship event
 - Other lead & concurrent events in SW
 - Risks – health increased trauma & higher presentations to hospitals

GENERAL UPDATES

Warren HS

- Continues to be a sustained increase in patient presentations to hospital ED & admissions remain above average – mostly at bed capacity for the past quarter 2025.
- Hospital staffing continues to be closely monitored and covered with support from WACHS workforce and other sites as well as local nurses.
- Ongoing security focus for hospital – external security engaged overnight Friday through to Monday
- Hospital rental properties x3 in Manjimup supporting the required workforce. Currently housing nursing, allied health (dietitians / Occupational therapists) relieving radiologists & nursing students.



Government of **Western Australia**
WA Country Health Service

RISKS

- Nannup 2026 cycling event – health increased trauma & higher presentations to hospitals

ACTIONS

- WACHS Emergency Management team + key stakeholder meetings – to be advised

Attachments



2026 UCI GWC
Event Overview & Sc