



Local Emergency Management Committee Minutes

29 October 2024

CITY OF BUSSELTONLEMC MINUTES 29 OCTOBER 2024

TABLE OF CONTENTS

ITEM NO.	SUBJECT	PAGE NO.
1.	DECLARATION OF OPENING, ACKNOWLEDGEMENT OF COUNTRY AND ANNOUNCEMENT OF VISITORS ..	3
2.	ATTENDANCE AND APOLOGIES	3
3.	DISCLOSURES OF INTEREST	3
4.	CONFIRMATION OF MINUTES	4
5.	BUSINESS ARISING	4
6.	PRESENTATION	4
7.	OFFICER/AGENCY REPORTS.....	4
7.1	Department of Fire & Emergency Services, Erin Hutchins – Attachment 1.....	7-10
7.2	Department of Primary Industries & Regional Development, Shane Bryant - Attachment 2	11-13
7.3	Department of Communities, Renee Flaxman - Attachment 3	14-17
7.4	Department of Fire & Emergency Services, Peter Thomas - Attachment 4	18
7.5	City of Busselton, Rob Saunders - Attachment 5	19-20
7.6	City of Busselton/DFES, LEMC Executive Officer - Attachment 6	21-22
8.	MATTERS OF URGENCY	4
9.	UPCOMING EVENTS.....	5-6
10.	DESKTOP EXERCISE	6
11.	CLOSURE AND NEXT MEETING	6

1. **DECLARATION OF OPENING, ACKNOWLEDGEMENT OF COUNTRY AND ANNOUNCEMENT OF VISITORS**

The Presiding Member opened the meeting at 02:00pm via Teams.

The Presiding Member noted the meeting is held on the lands of the Wadandi people and acknowledged them as Traditional Owners, paying respect to their Elders, past and present and Aboriginal Elders of other communities who may be present.

2. **ATTENDANCE AND APOLOGIES**

Attendance - Members

Phill Cronin	City of Busselton, Mayor (Presiding Member)
Anne Ryan	City of Busselton, Deputy Mayor
Rachel Runco	City of Busselton, Manager Community Safety
Rob Saunders	City of Busselton, Airport Compliance Officer
Peter Thomas	DFES, District Officer Capes
James Bradley	WAPOL, OIC Busselton
Renee Flaxman	Department of Communities, Regional Emergency Coordinator
Neil Guise	Department of Primary Industries & Regional Development
Josh Jackson	Water Corporation
Jodie Omodei	WA Country Health Service
Dion Spurgeon	City of Busselton, Environmental Health Coordinator
Jennifer May	City of Busselton, Manager Airport
Neil McKay	City of Busselton, Bushfire Mitigation Officer
Tanya Simpson	City of Busselton, Ranger & Emergency Services Admin Officer
James Bradley	WAPOL, OIC Busselton
Mick Grasso	WAPOL, Dunsborough Police
Bruce Hancock	Main Road, WA

Apologies

Craig Thornton	Western Power
David McMillan	Western Power
Keith Mungham	Busselton Water
Gary Barbour	City of Busselton, Director Community Safety
Jon Adams	WAPOL, Dunsborough Police
Jodie Richards	City of Busselton, Councillor
Matt du Plessis	City of Busselton/DFES, Community Emergency Services Manager

3. **DISCLOSURES OF INTEREST**

N/A

4. CONFIRMATION OF MINUTES

Confirmation of Minutes from meeting held **7 May 2024**

Moved: James Bradley

Seconded: Peter Thomas CARRIED

5. BUSINESS ARISING

N/A

6. PRESENTATION

N/A

7. OFFICER/AGENCY REPORTS

- 7.1 Department of Fire and Emergency Services, Erin Hutchins – Attachment 1
- 7.2 Department of Primary Industries & Regional Development, Shane Bryant – Attachment 2
- 7.3 Department of Communities, Renee Flaxman – Attachment 3
- 7.4 Department of Fire & Emergency Services, Peter Thomas – Attachment 4
- 7.5 City of Busselton, Airport Compliance Officer, Rob Saunders – Attachment 5
- 7.6 City of Busselton/DFES, LEMC Executive Officer – Attachment 6
- 7.7 Other Agency Reports

- WAPOL – OIC Busselton, Snr Sgt James Bradley. Highlighted Leavers in late November and Ironman early December.
- WAPOL – Dunsborough, Senior Constable Mick Grasso. Advised of multi-agency Marine Search and Rescue exercise in Bunker Bay 30th November.
- Water Corporation - Leeuwin District Operations Manager, Josh Jackson. Spoke about the significant rain event that tested the Busselton flood mitigation projects capabilities. Positive outcomes. Fire prevention maintenance underway for the fire season.

8. MATTERS OF URGENCY

Nil

9. UPCOMING EVENTS

DATES AND TIMES	EVENT	LOCATION	ATTENDANCE
NOV 2024			
Fri 01/11/2024 – 8.00am – 9pm Sat 2/11/2024 – 8.30am – 4pm	Busselton Show	Churchill Park	10,000
Tues 05/11/2024 9am – 6pm	Cruise Ship – Crown Princess	Busselton Jetty & Foreshore	3080 passengers 1200 crew
Fri 08/11/2024 – Sun 10/11/2024 - various times	Dunsborough Songfest	Lions Park & various private venues	500
Sat 09/11/2024 – 12pm – 5pm	Perth International Jazz Festival – Jazz by the Jetty	Foreshore Stage & Amphitheatre	1700
Sun 10/11/2024 – 7.30am – 12pm	Radiance Festival & Big Pram Walk	Foreshore 4	500
Mon 11/11/2024 – 11am	Remembrance Day	War Memorial, Victoria Square & RSL Busselton	NA
Fri 15/11/2024 – Sun 17/11/2024 - 2 sessions per day: 12.00pm – 4.00pm 6.00pm – 10.00pm	Pair'd – Margaret's Beach Club	Castle Bay Beach, Meelup Regional Park	500/2500
Fri 15/11/2024 – Sun 17/11/2024 – 5pm – 10pm	Pair'd – New Wave Gathering	Skigh Wines 633 Abbeys Farm Road, Yallingup Siding	450/900
Sat 16/11/2024 – 6.30pm – 11.00pm	Pair'd – Night Hawker	Chow's Table 5 Quininup Road, Yallingup	500
Sat 16/11/2024 – 2am – 9am	2024 Sandman X	Old Dunsborough Boat Ramp to Busselton Jetty and return	150
Sat 16/11/2024 – 6.30am – 6pm	Cool Water Classic	Quindalup to Busselton	1500
Mon 18/11/2024 – Thurs 21/11/2024 - 7pm to 1am	Leavers Entertainment Zone	973 Vasse Yallingup Siding Road, Anniebrook	10000
Wed 20/11/2024 – 10am – 4pm	Don't Drink & Drown Meelup Beach Leavers Party	Meelup Beach	4500
Fri 22/11/2024 – 5pm – 8.30pm	Dunsborough Street Party	Naturaliste Terrace, between Dunn Bay Rd and Cyrillian Way	2000

Sat 30/11/2024 – Sun 01/12/2024 – 5.30am – 4pm	Yallingup Malibu Surf Classic	Yallingup Foreshore and Beach	500
---	----------------------------------	----------------------------------	-----

10. DESKTOP EXERCISE – Vehicle fire in Electric charging bay at carpark in Dunsborough. Intra-agency discussion on issues surrounding electric fires, evacuation points, isolation areas for power, toxic water runoff.

11. CLOSURE AND NEXT MEETING

Meeting closed at: 2:42PM

Next meeting: 06 May 2025

Attachment 7.1 District Emergency Management Advisor – South West**Agency:** Department of Fire and Emergency Services**Officer Representing:** Erin Hutchins**STATE NEWS**

The last meeting of the **State Emergency Management Committee (SEMC)** was held on the 2 October 2024. SEMC Communiqués can be found [here](#).

2024 SEMC MEETING SCHEDULE

- 4 December

STATE EMERGENCY MANAGEMENT DOCUMENTS**State EM Document Amendments**

The State EM Policy Branch of the Department of Fire and Emergency Services (DFES) administers the review and consultation of the State emergency management documents in consultation with relevant stakeholders.

To maintain accuracy and currency of the documents, they are reviewed annually for statement of fact changes and must undergo a comprehensive review every 5 years.

To assist with our ongoing review of the documents please advise the State EM Policy Branch if you have identified any errors in a State EM document [here](#).

CONSULTATION REQUESTS**State Hazard Plan Human Biosecurity**

A targeted initial internal review of the State Hazard Plan – Human Biosecurity has been completed by the Department of Health’s Communicable Disease Control and Disaster Preparedness and Management Directorates and is now available for broad stakeholder feedback. Concurrently, the Department of Health will be continuing engagement with health system stakeholders in relation to this Plan.

The draft State Hazard Plan – Human Biosecurity provides an overview of arrangements for two hazards; human epidemic and the actual or impending release of a biological substance that is capable of causing loss of life, injury to a person or damage to the health of a person, property or the environment. Collectively these two hazards are referred to as Human Biosecurity. A number of [amendments](#) are proposed within the draft State Hazard Plan – Human Biosecurity including:

Clarification of roles and responsibilities

- Appendix C Roles and Responsibilities re-written for each agency and organisation across the prevention, preparedness, response and recovery spectrum.
- Site commander functions for biological incidents moved from St John WA to the Department of Fire and Emergency Services (DFES) (subject to engagement with St John WA and DFES by the Department of Health).
- Re-alignment of some public health roles from Human Epidemic Coordination Centres to Public Health Units.

Consultation will be open for 12 weeks from 16 August 2024 to 8 November 2024. Please submit your feedback by close of business on **8 November 2024**.

State Hazard Plan – Fire

The Department of Fire and Emergency Services (DFES) has recently undertaken a significant comprehensive review of the State Hazard Plan - Fire. The Plan was redrafted to address initial consultation feedback and to align with the review's guiding principles:

- Establish a strategic level emergency management plan (not an operational plan)
 - Remove agency specific initiatives or procedures
 - Remove duplication
- Provide clarity of roles and responsibilities across the hazard of fire
- Provide stability of arrangements – ability to withstand changes in the legislative & regulatory environment
- Identify and address gaps
- Align with State Emergency Management Framework
- Provide necessary statement of fact changes.

The following amendments (not exhaustive) were proposed to address relevant initial consultation feedback captured and to align with the review's guiding principles:

- Introduced collective responsibility and roles across sectors of society. These main sectors are used throughout the structure of the plan: 'Individuals and Communities', 'Industry and Public Sector', and 'Public Authorities/Agencies'.
- Introduced jurisdiction, areas of responsibility and tenure concept to align with current operations, provide clarity and emphasize the State EM principle of shared responsibility. Removed arrangements structured by fire type (bush fire vs. structure fire).

- 3.2.5 Resourcing Responsibilities (**of note for LG**)
- 4.3.5 Transfer of Control

As significant portions of the Plan were restructured to align with the review principles, please review the entire proposed State Hazard Plan – Fire draft for a detailed understanding of the proposed arrangements prior to submitting feedback.

The DFES State Emergency Management Policy Branch is now seeking broad stakeholder feedback on the proposed Plan. Consultation will be open from 17 September 2024 to 9 December 2024. Please submit your feedback by close of business on **9 December 2024**.

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

SEMC STRATEGIC PLAN UPDATE

The development of a new strategic plan is underway, with consultation occurring with SEMC Subcommittees and District Emergency Management Committees to test five priority actions, which emerged from SEMC's strategic planning workshop:

- Explore what a statewide systemic approach to risk would look like in practice, through sector wide and interjurisdictional engagement and research
- Influence the State EM Framework and other policy instruments to elevate prevention and preparedness
- Emphasise the specific role of all government agencies in EM in the new strategic plan and future policy and integrate key agencies into governance
- Lead a whole-of-sector initiative to map the current capabilities and capability needs across the sector, and plan for its development
- Review Local Emergency Management Committees and other multi-agency community development mechanisms to better strengthen local capability and resilience.

It is expected that a draft Strategic Plan will be presented to SEMC for consideration in December 2024.

DISTRICT NEWS

The next **District Emergency Management Committee (DEMC)** will be held on Tuesday **18 March 2025**.

SECTOR UPDATES

Australian Warning System (AWS) Training

The Australian Warning System (AWS) is a national approach to emergency information that delivers consistent warnings to Australian communities, so people know what they need to do to stay safe in an emergency, no matter where they are.

The AWS features standardised hazard warning icons and colours, with warnings supported by clear action statements.

Changes to cyclone, flood, storm and bushfire warnings were rolled out in Western Australia on Monday **15 July, 2024**.

AWS Awareness is an online module available on the DFES Mobilise Me platform - <https://dfes.mobilise-me.com/> and provides an overview of the Australian Warning System and how it is applied in Western Australia.

If users have previously undertaken training on the DFES Mobilise Me platform, they can use their credentials to log in and find the AWS courses. For new users, they will need to create an account and select Australian Warning System under the “Learning Category” when they are registering their details.

Alternatively, if you were interested in uploading these modules into your own eLearning platform, please contact the DFES Public Information Branch via email statepublicinfo@dfes.wa.gov.au.

Attachment 7.2 Senior Policy Officer

Agency: Department of Primary Industries & Regional Development

Officer Representing: Shane Bryant

List of emergency management prevention and preparedness activities your agency has completed since the last meeting? Examples are exercises, training, courses, resources, funding, grants, reviews, mitigation etc.

DPIRD Bunbury office (to include Waroona in the north, east to Collie, Manjimup, Bridgetown and south to Augusta/Walpole) is in the process of finalising the following Hazard Season and Biosecurity arrangements:

- Review and update DPIRD Local Emergency Management Committee (LEMC) representation for the next 12 months.
- Review and confirm DPIRD South West, Biosecurity First Response Team (FRT) appointments and roles for the next 12 months.
- Confirming staff availability over the DPIRD Xmas/NY closure period if there is a requirement to support Biosecurity or State EM Arrangements for the Dec 24 and Jan 25 period.

Internal appointments and arrangements will be confirmed by mid Oct 2024.

Any emergency management response (level 2 or 3) activities conducted or supported since the last meeting? Examples are activation of internal, local or regional response, attendance at Incident Support Group (ISG) or Operations Area Support Group (OASG) meetings.

DPIRD is aware of LG requests for information from a number of shires regarding the current Polyphagous Shot-Hole Border (PSHB) Biosecurity Response.

See **attached** DPIRD Industry Update dated August 2024 for further information. Note: PSHB has not been detected outside the Perth Metropolitan area.

Any emergency management recovery activities conducted or supported since the last meeting? Examples are initiating initial recovery at the local or regional level, preparation of Impact Statement, for local governments - activation of local recovery arrangements etc.

Nothing significant to report.

Any emerging risks that your organisation would like to flag for LEMC awareness? New risks which may impact people, economy, public administration, social setting and environment.

DPIRD is currently managing a number of Biosecurity incidents in relation to plant pests/diseases and aquatic pests/diseases. Nil animal pest/disease incidents. Summary as follows:

African Black Sugar and Browsing Ant (Perth); PSHB (Perth); Red Dwarf Honey Bee (Karratha); Carpet Sea Squirt (Australian Marine Complex). Further information is available at [Biosecurity | Agriculture and Food](#)

Responses to outbreaks of H7 high pathogenicity avian influenza is currently underway in Victoria, New South Wales, and the ACT. Note that this is not the H5 strain that are currently causing concern globally. DPIRD is monitoring the situation and undertaking preparedness activities.

Polyphagous Shot-Hole Borer Response

Industry Update August 2024

The Polyphagous shot-hole borer (PSHB) response is a nationally coordinated and funded eradication response led by the Department of Primary Industries and Regional Development (DPIRD).

PSHB response work continues as a priority for DPIRD, which is working with stakeholders including local government agencies, traditional owners, local residents and businesses to protect Western Australia's (WA) agricultural industries and urban street trees from this destructive pest.

All DPIRD response activities are undertaken under the guidance of the Consultative Committee for Exotic Plant Pests (CCEPP).

Situation update – 27 August 2024

PSHB has only been found in the Perth metropolitan area. Recent media reports of a PSHB detection in the Harvey area were incorrect and DPIRD has confirmed there are no positive detections of PSHB outside the metropolitan area.

DPIRD has inspected over 62,000 properties, of which less than 1,300 have had confirmed detections of PSHB. In response to these detections, over 3000 trees have been removed with many more trees pruned to remove the borer without removing the whole tree. DPIRD has over 100 surveillance staff out in the field checking traps and inspecting trees with additional contracted arborists removing infested trees in confirmed locations.

In addition to the Perth based surveillance, there are PSHB surveillance traps in multiple regional areas from Geraldton to Esperance. Those traps have not returned any positive PSHB analyses meaning there is no scientific evidence of the presence of PSHB in any of these areas. The department will continue to work closely with local councils to deal with concerns in respect to PSHB in regional areas.

PSHB Quarantine Area

To help stop the spread of PSHB into other areas of WA, a Quarantine Area (QA) restricting the movement of wood and plant material has been declared for most of the Perth metropolitan area and covers 25 local government areas.

A Quarantine Area Notice (QAN), in place since March 2023, restricts the movement of plants or wood larger than 2.5cm in diameter from inside the QA to areas outside it. This includes restrictions on the movement of green waste, firewood and living plants and trees. The QAN is currently under review. You can find the latest maps and QANs at <https://www.agric.wa.gov.au/borer>.

Working with WA horticultural industries

PSHB is considered both an environmental and agricultural pest with more than 500 host species globally, mainly amenity trees with some natives and horticultural trees. The top hosts for PSHB are the Box elder maple (*Acer negundo*), Robinia (*Robinia pseudoacacia*) and Coral tree (*Erythrina x sykesii*).

The beetle farms a *Fusarium* fungus inside host plants, which spreads through the tunnels created by the beetle and disrupts the plant's vascular system and the flow of water and nutrients. These species are referred to as reproductive host plants. Species of trees in which the beetle is unable to establish the fungus are referred to as non-reproductive hosts. The impact of PSHB on the latter species is limited. For a full list of both reproductive and non-reproductive host, please visit www.agric.wa.gov.au/borer.

The below table provides a list of key agricultural host species inspections and findings. All these detections have been on private properties or parks in the Perth metropolitan area. There have been no detections of PSHB on any commercial orchards:

Host Tree	Unique Inspected	Trees	PSHB Detections
Avocado	7,700		23
Citrus	60,000		24
Mango	6,000		8
Olive	30,000		0
Pome fruit	10,000		0
Stone fruit	22,000		3

Avocado trees (*Persea americana*) are a major host for PSHB globally. Our experience to date within the Perth quarantine area is that avocado trees appear to be less affected compared to overseas. This is possibly due to the differences in climate, host availability or due to the pest complex differences between WA and overseas.

DPIRD inspectors recently visited 37 avocado orchards on the outskirts of the Perth metropolitan area to check for PSHB and meet with growers. If you wish to organise an inspection of your property, email the PSHB response team at pshb@dpird.wa.gov.au.

Reporting

Members of the public and industry stakeholders are encouraged to report sightings of any exotic borers or signs of damaged trees in your area to assist in surveillance for PSHB.

Sightings can be reported to the department's Pest and Disease Information Service on (08) 9368 3080 or by email at padis@dpird.wa.gov.au. Alternatively, you can send photos via the department's MyPestGuide® Reporter app (Google Play Store and Apple iTunes Store).

Attachment 7.3 Regional Coordinator**Agency:** Department of Communities**Officer Representing:** Renee Flaxman**Date: From – July 2024 to December 2024 inclusive****Report:****Emergency Relief and Support (ERS) Sector Partners**

Over the past 12 months, ERS has delivered a series of engagement sessions and circulars to the ERS Sector Partners to:

- share knowledge across the sector
- build connections between organisations, and
- increase engagement in the activities of ERS and the emergency management sector outside of activations.

ERS Sector Partners include organisations that deliver services under the State Support Plan, key State agency stakeholders, and sector peak bodies.

- Since October, ERS has delivered to the Sector Partners:
 - Four communiques
 - Three activation-specific written updates, and
 - Three presentations co-delivered with partners.

The last engagement session for 2024 was a pre-season forum held on 17 October. The purpose of the session was to build knowledge and connections with a focus on preseason preparedness. The program included a pre-season weather briefing delivered by the Bureau of Meteorology, a presentation on ERS specific pre-season preparedness activities, and a short workshop to facilitate feedback from Sector Partners.

Centre for National Resilience Perth

- Ahead of the high threat season, Communities is working with the Department of Premier & Cabinet to finalise MOU negotiations with the Commonwealth for the Centre for National Resilience Perth.

State Support Plan

- Communities has conducted an Annual Review of the State Support Plan – Emergency Relief and Support and is proposing minor changes following the implementation of its enhanced structure.
- As part of this process, Communities is undertaking consultation to formalise its role in providing support services to people impacted by local level (Level 1) incidents when ‘tasked by a HMA and/or controlling agency’.

Strategic Procurement Framework

- ERS is developing a Strategic Procurement Framework to enable effective and efficient decisions about procurement strategies. The Framework provides a comprehensive approach to engaging suppliers and sector partners in the preparedness, response, and recovery phase of emergencies.
 - The Framework is intended to simplify the engagement of partners during peak high threat periods to enable rapid engagement in emergency incidents.

Medium – Long Term Accommodation Strategy

- Communities is collaborating with the Department of Fire and Emergency Services to define the State responsibilities for medium and long-term temporary accommodation for impacted residents and workers following a disaster.
- This Project has four objectives:
- Establish a clear policy position for the delivery and management of post-disaster accommodation in WA.
- Define roles, responsibilities and funding arrangements and other enabling arrangements across State and local government in relation to post-disaster accommodation.
- Develop tools and resources to support decision-making and planning for the prompt delivery of post-disaster accommodation.
- Progress the development of streamlined statutory approval pathways for post-disaster accommodation.

Western Australian Post-Disaster Cultural Outcomes Framework

- Communities has developed the first iteration of the Western Australian Post-Disaster Cultural Outcomes Framework, which will continue to be refined to ensure appropriateness and effectiveness.
- The Framework includes a list of specific indicators that can be used to measure whether cultural outcomes are being achieved through the recovery process and can be used to support early recovery planning, as well as the evaluation of recovery programs.
- The Framework includes outcomes that are applicable across different communities, and can be adapted to the circumstances, needs and priorities of individual communities.
- It can be used by anyone working in an Aboriginal community after a disaster, and can be implemented by local and State government, as well as non-government organisations.
- The next iteration of the Framework will be finalised following a sector-wide consultation process which ends October 2024.

Communities 2023/24 High Threat Season Activations in review

A total of fifty one events were supported by Communities statewide, including:

- Activation under the AUSRECEPLAN– Israel and Gaza repatriation
- Pre-planning undertaken for 3 high threat weather events, which did not result in activation.
- 496 People were supported during events through our client management system
- 2 Active and declared recovery events (under Disaster Recovery Funding Arrangements) - Mariginiup Fire and Bunbury Storms.
- 6 Activations supported by Communities over just 2 days (20-22 December 2023).

Locally, staff stood up 8 evacuation centres in the region:

- SoDardanup - Eaton Bushfire (21st to 22nd December 2023) – Evacuation Centre opened at Eaton Recreation Centre then moved to Eaton Boomers Football Club

- SoCollie - Coolongatta Bushfire (11th to 12th January 2024) – Evacuation Centre opened at Roche Park
- SoNannup – Jalbarragup Millbrook State Forest Bushfire (17th to 18th January 2024) Evacuation Centre opened at Nannup Recreation Centre
- SoHarvey – Leschenault and Australind Bushfire (27th February 2024) – Evacuation Centre opened at Eaton Recreation Centre
- Capel – Harewoods Bushfire (10th March to 11th March 2024) – South West Sports Centre
- SoManjimup – Walpole Middle Road Complex Bushfire (26th to 27th April 2024) – Evacuation Centre opened at Walpole Recreation Centre.
- CoBunbury – Bunbury Tornado (10th May 2024 ongoing) – Evacuation Centre opened at Eaton Recreation Centre.
- CoBunbury – Bunbury Storm (1st June 2024 ongoing) – Evacuation Centre opened at South West Sports Centre.

Our team looks forward to working with you all over the coming months as we prepare for the 2024-25 season.

Local EM Information

1. Evacuation Centre Training

To date four training sessions have been completed since the start of October, with one more scheduled before month end. Sessions were held at the South West Sports Centre (primary evacuation centre in Bunbury) and were very well attended by Local Government- and Communities team members.

Future sessions conducted in gazetted evacuation centres are being explored and LEMC to be advised of upcoming sessions. Communities would like to request that all LEMC members please identify staff that require training if required.

2. Exercising

In preparation for the upcoming season, Communities was invited to- and participated in several LGA exercises relating to emergency management including:

1. CoBusselton Local Government Recovery Workshop & Exercise
2. Volunteering WA Spontaneous Volunteers training
3. SoAMR Annual LEMC Evacuation Centre- and ISG Exercise
4. CoCoburn – Evacuation Centre Training
5. Water Corporation Dam Safety Emergency Desktop Exercise
6. Bridgetown – Annual Exercise – Recovery

Please ensure that the Department is invited to any exercises relating to EM. We would be happy to consider an inject to this exercise if it is appropriate.

3. Preparedness Activities

Ongoing planning and preparedness activities, internal exercising and training continues to be a high priority such as:

- Development of Regional Preparedness Plans, which includes key information relating to pre-positioning of equipment and identifying commercial accommodation and key regional support providers.
- Reviewing and updating Evacuation Centres information continues. Currently there are 420 evacuation centres across the state. The South West has 21 primary and 14 secondary centres.
- Evaluating and revising equipment supplies and trialling proposals to standardise, streamline and upgrade equipment as well as to reduce procurement timeframes across the state. An example of

such is testing the viability of On Track Meals – a complete pre-packaged 1 day meal kit to be handed out to evacuees staying over in centres.

**PLEASE NOTE: If there is an emergency, please phone the ERS On Call phone
0418 943 835**

Attachment 7.4 District Officer Capes**Agency:** Department of Fire and Emergency Services**Officer Representing:** Peter Thomas

Australian Warning System (AWS)

A significant change to alerts and warnings in Western Australia is coming soon with DFES adopting national consistency through the Australian Warning System (AWS). The AWS colours and icons were successfully applied to bushfire warnings in 2021 and from mid-2024, cyclone, flood and storm warnings will also adopt the new system.

A new online awareness module has been developed and is available to volunteers and staff via the eAcademy.

Community Preparedness

CPA delivered session on bushfire preparedness to TAFE Adult Migrant English Program students in October. Provided translated resources to students.

Play in the Bay disability event – Busselton foreshore 23 Nov. SES, VFRS attending

BF preparedness session for disability community (with Auslan interpreter) tentatively planned for 30 November at Busselton CRC

School Evacuation Exercises

Cornerstone primary conducting evacuation drill and protect in place exercise on the 31st October.

Lady of the Cape primary conducting protect in place and a full evacuation drill on the 20th of November.

Attachment 7.5 Airport Compliance Officer

Agency: City of Busselton

Officer Representing: Rob Saunders

Matters to be discussed: BMRA update

The BMRA continues to see growth in passenger numbers and aircraft movements.

Operations:

The total number of scheduled services operating from the BMRA as of the end of September 2024 42 flights per week, with 36 Fly in Fly out (FIFO) closed charter and 6 RPT services.

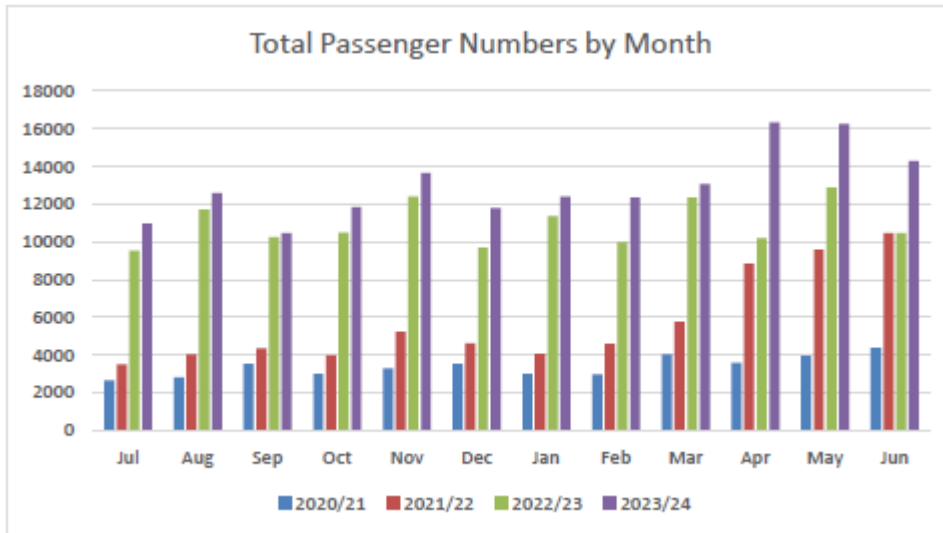
Jetstar schedule remains as 3 direct Melbourne services and 3 direct Sydney service per week. Five airlines are operating from the BMRA with RPT and closed charter services utilising the following aircraft types;

- Dash 8/300
- Fokker100 (96 seats)
- Airbus A320 (183 and 186 seats)
- Boeing 737/700 & B737/800 (138 and 173 seats)

For the 2023/24 FY there was 7032 landings compared to 5319 landings in the 2022/23 FY. The following graph represent the breakdown of landings by Maximum Take Off Weight (MTOW) at BMRA by month since October 2022. The following graph represent the breakdown of landings by Maximum Take Off Weight (MTOW) at BMRA by month since October 2022.



The passenger numbers for the 2023/24 FY were 156,095 compared to 137,700 for the 2022/23, representing an increase of over 15%. The continued increase in passenger numbers can be attributed to the growth in Jetstar passengers with the Jetstar Sydney service starting in March 2024 and a 12% increase in FIFO passenger numbers across closed charter airlines compared to the same period in 2022/23.



Reportable Incidents – 2024/25

- Security incidents reported to CISC – 6 reportable incidents (security equipment failures)
- Security incidents not reported to CISC – 4 incidents (gates left open, ASICs not displayed, Airside fence damaged from vehicle/animals)
- Bird Strikes – 1 reported ATSB
- Airport Incidents – 4 reported (Airside driving, Vehicle damage, Fuel spill)

Emergency Exercise Update

The City has collaborated with an external contractor to organise and conduct our next emergency exercise. The contractor will be creating the scenario and will contact all agencies for your involvement. We will be looking at conducting the exercise in late February to early March 2025.

Attachment 7.6 Community Emergency Services Manager**Agency:** City of Busselton/DFES**Officer Representing:** LEMC Executive Officer

1. Correspondence

All relevant correspondence and information regarding emergency management legislation, policies and other information is provided via email to LEMC members in a timely manner. Correspondence queries can be made by contacting city@busselton.wa.gov.au

2. Confirmation of LEMA Contact Details

Appendix 4 of the LEMA is the Contacts, Special Needs Groups, Resources and Critical Infrastructure Directory. It is reviewed and updated on a quarterly basis and distributed accordingly.

Since the last LEMC meeting the Contacts Directory was updated and distributed in:

- September 2023
- December 2023
- May 2024
- September – distributed for review

3. Incident Support Group (ISG) Activations

There were no ISG activations since last meeting.

4. Incident Summary - City of Busselton – Yearly Comparison

Incident Type	2020/2021	2021/2022	2022/2023	2023/2024
Called Off - No Attendance	25	20	31	22
False Alarm - System Initiated	68	69	72	78
False Call - Good Intent	57	65	58	59
False Call - Malicious	0	2	0	1
Fire - Bushfire (lge)	15	17	12	9
Fire - Bushfire (sml)	56	40	61	49
Fire - Other/Rubbish/Vehicle	33	40	29	44
Fire - Structure	16	19	16	15
General Service Calls	2	2	1	4
Hazardous Situation	9	11	17	7
Natural Hazard	17	39	10	48
Rescue & Medical	51	61	46	37
Road Crash & Rescue	47	52	44	52
Search	17	7	14	14

Bushfires within the City of Busselton, with Ignition Cause

Bushfires are all vegetation fires (bush, grass, forest, crop etc.), of any size.

Ignition Cause	2020/2021	2021/2022	2022/2023	2023/2024
Animal	0	1	0	0
Burn off fires	10	15	10	6
Campfires/bonfires/outdoor cooking	1	0	2	0
Cigarette	0	1	4	4
Electrical distribution (excl. power lines)	1	0	1	4
Equipment - Mechanical or electrical fault	0	0	1	1
Equipment - Operational deficiency	0	0	2	0
Hot works (grinding, cutting, drilling etc..)	0	0	2	1
Human Error (Left on, knock over, unattended etc.)	1	2	1	0
Improper Fuelling/Cleaning/Storage/Use of material ignited	1	0	1	1
Other open flames or fire	1	3	1	0
Power lines	6	2	6	7
Reignition of previous fire	6	2	3	3
Sleeping/Alcohol/Drugs/Physical-Mental impairment	0	0	1	0
Suspicious/Deliberate	20	15	19	11
Undetermined	4	3	2	1
Unreported	15	7	9	13
Vehicles (incl. Farming Equipment/Activities)	3	3	2	1
Weather Conditions - Lightning	1	0	6	1
Weather Conditions (High winds, natural combustion etc. Excludes Lightning)	1	3	0	4

5. Deployments

The City's Bush Fire Brigades service provided support to three Level 2 Incidents outside the region. A total of 48 Volunteer Fire fighters supported these incidents. The City also provided support to the Level 2 Koomba Storm event in Bunbury.

6. Training Exercises

- HAZMAT DISCEX– May LEMC – Chemical Spill
- Volunteering WA Spontaneous Volunteer training (NDRR Grant Funded)
- Local Government Recovery Exercise – included testing out Business Continuity Plan
- Prohibited and Restricted Burning Review Workshop

Future Meeting Dates

Future meeting dates are as follows:

- 6 May 2025
- 28 October 2025
- 5 May 2026
- 27 October 2026