



AGENDA

LOCAL EMERGENCY MANAGEMENT COMMITTEE

8 OCTOBER 2025



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Kenneth Parker
CHIEF EXECUTIVE OFFICER

Microsoft Teams meeting

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SHIRE OF WAGIN

NOTICE OF MEETING

Dear Local Emergency Management Committee Members,

The next Local Emergency Management Committee meeting will be held

ON: Wednesday 8 October 2025

WHERE: Eric Farrow Pavilion, Shire of Wagin

AT: 5.30pm

Dr Kenneth Parker
CHIEF EXECUTIVE OFFICER



SHIRE OF WAGIN

Agenda for the Local Emergency Management Committee Meeting to be held at the Eric Farrow Pavilion, Wagin on Wednesday 8 October 2025 commencing at 5.30pm

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1. OFFICIAL OPENING

2. RECORD OF ATTENDANCE/APOLOGIES/LEAVE OF ABSENCE (PREVIOUSLY APPROVED)

2.1 ATTENDANCE/APOLOGIES

3. PRESENTATIONS

4. CONFIRMATION OF PREVIOUS MEETING MINUTES

4.1 MINUTES FROM THE LOCAL EMERGENCY MANAGEMENT COMMITTEE MEETING HELD 2 OCTOBER 2024

COMMITTEE DECISION

That the minutes of the Local Emergency Management Committee Meeting held on 2 October 2024 be confirmed.



5. STATUS REPORT – OCTOBER 2025

The status report provides an update on previously agreed actions. Agencies attending are encouraged to provide an update on progress at the meeting. These updates will be recorded in the minutes.

Date	Description	Responsible Person	Action	Status	Comments
9/08/2022	St John Ambulance	A Howell	- Replacement Ambulance arrival date unclear - Fundraising for ambulance ongoing with need for additional \$30,000 - Training courses planned to provide ambulance driver training to both WAPOL and DFES to alleviate crew shortages.	- Short on volunteers - Currently 2nd busiest volunteer run sub centre in Wheatbelt	
20/06/2023		A Randall	- New Van arrived 2 weeks ago. - Organising an unveiling - Critically low for numbers 2nd busiest in the wheatbelt - Attending callouts, not transfers		
10/04/2024		R Willey	- New van in operation with Stryker stretcher. - We have some new members		



Date	Description	Responsible Person	Action	Status	Comments
			2 have upskilled to top level		
9/08/2022	WAPOL	S Bickers	One new staff member starting soon who will also attend land search training providing additional resources locally.	Remaining staff levels at one down	Financial incentives have recently been significantly increased to support officers moving to regional areas. Crime stats for Wagin attached for reference.
20/06/2023		Inspector R Alexander	- Great Southern 3-4% vacancy rate - Theft from retail is an issue. - Home security needs to be raised / improved		
10/04/2024		B Menshelyi	- Great Southern 3-4% position vacancy rate - Theft from retail is an issue - Personal home security needs to be raised/improved - Staffing levels very low - Additional 3 Officers being sought plus an Officer in Charge position - Crime Stats lower than previous years.	Renovations complete	
9/08/2022	VFRS	T Cook	Stations renovations are on track with improvements providing crews with more		WAFES – Western Australian Fire and Emergency Services



Date	Description	Responsible Person	Action	Status	Comments
10/04/2024	Wagin VFRS	C Forrest	- health and wellbeing options onsite - Wagin crew received a nomination for the WAFES and are through to finals - Station Renovations are complete - Crew numbers are good after hours – day crews are low - Identifying a high level of drug impact in traffic incidents attended.	Renovations complete.	Awards, with winners announced 10 Sept
9/08/2022 20/06/2023	SES	L Lucas L Elms	- Recent bad weather has resulted in a number of call outs - Ready for winter / lots of resources - Some minor incidences. - Attended eastern states floods. - Awaiting rescue unit / ute - Membership – 28 - New super – Craig Smith - Plans for – building space.	Volunteers will attend SWORD training which focuses on logistics	SWORD – State-wide Operational Response Division Experience gained in attending the eastern state floods will assist volunteers in training other members. Plans are in place to build a new SES shed in Wagin for training and storage.



Date	Description	Responsible Person	Action	Status	Comments
			Flood boat funding query TBA		
9/08/2022	BFB	R Goldsmith	Nothing to report at this time		
9/08/2022	DPIRD	JP Collins & J Thomas	Advised they will email information through to staff to attach		Refer to item 9.1.1 for further information
29/07/2022	Shire of Wagin	D George	- Update to LEMA – as per email details sent out to members - New Staff member – Ian McCabe as Acting DCEO and is to step up to Acting CEO Oct 2022 - NBN installed at Rec Centre – complete. - Allen – Genie at Shire to check it works - Local law – BFB’s active 23rd - IT disaster planning 1st draft - Bushfire Risk Management Officer - Asbestos incident – EHO / worksafe / consultant – Complete		Current funding applications for installation of three access points for emergency water: - Airport - Tanker trailer – mobile - Pump connection to weir
20/06/2023					
10/04/2024					



Date	Description	Responsible Person	Action	Status	Comments
02/10/2024		D George	- New Shire CEO – Dr Ken Parker - New Shire DCEO – John Fathers - Shire emergency Generator test run scheduled for Friday April 12. - EFP set up for emergency activation. - Generator Test run worked well – IT and electrical onsite as precaution, developed run sheet for use by any staff member during emergency activation.		LEMA is available on Shire of Wagin website.
9/08/2022	Wagin Homecare	R Flett	Emergency plans in place		See attached document
20/06/2023			- As presented. - Vulnerable persons list		
08/04/2024			Homecare has moved to the Wagin town Hall		
02/10/2024			Staff working on the above projects and items mentioned in previous minutes.		



Date	Description	Responsible Person	Action	Status	Comments
9/08/2022	Wagin District Hospital	F Htun	Fully staffed at the moment	All staff coping well with COVID protocol requirements	
20/06/2023	DFES	S Vogel	- Training season getting prepared - New Regional officer – Paul Blechynden - Report provided – attached		DFES Report attached.
10/04/2024		G Stevens			
02/10/2024		P Leiper	35% increase in Bushfires this season - Currently covering the role for Paul Blechynden - Training is available – pre season preparedness workshops in Narrogin, Corrigin and Lake Grace.		
20/06/2023	Dept of Communities	J Spadaccini	- Emergency relief and support unit - LEM plan - New template on the cards – LEMP - Various locations of experience with centres open over state and east		



Date	Description	Responsible Person	Action	Status	Comments
10/04/2024		M Phillips	Dept is currently reviewing the Local Emergency Response Service Plan.		
02/10/2024		J Spadaccini	- Training upcoming and will be offered to all LEMC members likely to be in Wagin as it is central and an ideal venue for evacuation purposes. - As the venue is so well placed for evacuation needs – it is probable that nearby towns requiring evacuation will be sent here (assuming safe). This may mean additional supplies could be stored here for the purpose. - Funding opportunities may support upgrades around the precinct as it is so suitable.		
02/10/2025	Western Power	Brett Dew	- Currently planning their firebreak requirements around assets. - Advised in an emergency they could connect a generator to run the sports precinct, if the emergency		Generator connection would be required if the upgrade works planned by the LG was not complete.



Date	Description	Responsible Person	Action	Status	Comments
			didn't negate access to Wagin from Perth • When dealing with fallen power lines & fire – no direct water or mist. Wait till WP onsite to ensure volunteer safety • Previous item – updating pole tops – WP have a helicopter spraying the old ones with silicone to better protect from ignition points.		Question asked – when a dropped line is live, how far must we stay back? Answer – 8 mtrs – and even ones its off be aware there may be a generator connection. Leave it till WP are onsite and can ensure safe.



6. REPORTS

6.1 DRAFT BUSH FIRE RISK MANAGEMENT PLAN

OFFICER RECOMMENDATION

That the Local Emergency Management Committee NOTES the draft Bush Fire Risk Management Plan and opportunity to provide comments from member organisations and agencies to Shire Officers

BACKGROUND/COMMENT

The Department of Fire and Emergency Services requires local governments to adopt a Bushfire Risk Management Plan.

Local governments must have an approved plan to access funding through Mitigation Activity Funds.

The Shire's current plan requires review. The Shire has successfully applied for an extension to December 2025 to have a plan endorsed. The plan must be endorsed both by the Office of Bushfire Risk Management and Council.

Shire Officers have prepared a new draft Bushfire Risk Management Plan to provide initially to the BRMP for endorsement. Following the Council's BRMP's endorsement, the draft is proposed to be provided to OBRM for final approval.

Local governments are said to require a bushfire risk management plan to establish a structured framework for identifying and protecting assets from bushfire, managing risks to acceptable levels, and promoting a shared responsibility approach to reducing community vulnerability. These plans help local governments address their responsibility to protect residents and infrastructure by guiding strategic mitigation and response efforts in areas prone to bushfires, as mandated by state planning policies.

The draft Bushfire Risk Management Plan (BRMP) is being presented to the Local Emergency Management Committee (LEMC) to facilitate strategic review and stakeholder engagement prior to formal endorsement. As the LEMC plays a critical advisory role in local emergency planning, its input ensures that the BRMP aligns with broader emergency management arrangements and reflects local knowledge, priorities, and operational realities. The committee's review will support the integration of bushfire risk mitigation strategies into the Local Emergency Management Arrangements (LEMA), enhance cross-agency coordination, and strengthen the plan's effectiveness in reducing bushfire risk across all land tenures. Feedback from the LEMC will be incorporated into the final version of the BRMP.



before submission to the Office of Bushfire Risk Management (OBRM) for endorsement.

STATUTORY/LEGAL IMPLICATIONS

While there is no single legislative instrument mandating the preparation of a BRMP, its development is supported by a combination of statutory and policy frameworks, including:

- *Emergency Management Act 2005* – Establishes local government responsibility for risk management within their district.
- *Bush Fires Act 1954* – Provides powers for bushfire prevention and mitigation.
- State Planning Policy 3.7 – Planning in Bushfire Prone Areas – Requires bushfire planning for development in designated areas.
- DFES Guidelines for Preparing a Bushfire Risk Management Plan – Sets the standard for BRMP preparation and endorsement by OBRM.

VOTING REQUIREMENTS

Simple Majority



Shire of Wagin

Bushfire Risk Management Plan

2024-2029

Office of Bushfire Risk Management Bushfire Risk
Management (BRM Plan) endorsed XX Month 20XX

Local Government Council BRM Plan approval XX
Month 20XX

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Document control

Bushfire Risk Management Plan		Current version	1.1
Document owner	Shire of Wagin CEO	Issue date	DD/MM/YYYY
Document location	Shire Office	Next review date	DD/MM/YYYY

Document endorsements

This Bushfire Risk Management Plan has been endorsed by the Office of Bushfire Risk Management as consistent with the standards detailed in the *Guidelines for Preparing a Bushfire Risk Management Plan 2023*.

The approval of the Bushfire Risk Management Plan by The Shire of Wagin Council signifies support of the plan's implementation and commitment to working with risk owners to manage bushfire risk. Approval does not signify acceptance of responsibility for risk, treatments or outcomes on land that is not managed by the Shire of Wagin.

Local Government	Representative	Signature	Date
The Shire of Wagin	CEO		

Publication information

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In approving this BRM Plan, the Wagin Shire Council is acknowledging the assets that have been identified and the risk ratings and treatment priorities assigned. Approval of the plan is a commitment by the Shire of Wagin to work with landowners and managers to address unacceptable risk within the community. Endorsement of this plan is not committing the Shire of Wagin to a program of treatment works to be implemented by others, or an acceptance of responsibility for risk occurring on land that is not owned or managed by the Shire.

Chapter 1 Introduction

1.1. Background

This Bushfire Risk Management (BRM) Plan provides contextual information to inform a structured approach to identifying, assessing, prioritising, monitoring and treating bushfire risk. The BRM Plan has been prepared by The Shire of Wagin encompasses all land within the Shire of Wagin and has been written on behalf of all stakeholders within that area. The BRM Plan is informed by consultation and communication with land and asset managers that has occurred throughout its development to ensure an informed and collaborative approach to managing bushfire risk.

The BRM plan has been prepared with due consideration of the requirements stated in the *Guidelines for Preparing a Bushfire Risk Management Plan* (the Guidelines) published by the Office of Bushfire Risk Management (OBRM) including the principles described in *ISO 31000:2018 Risk Management*.

1.2. Objective of the Bushfire Risk Management planning program

The BRM planning program supports local governments to reduce the threat posed by bushfire. The Shire of Wagin's BRM Plan will contribute to achieving the objective of the BRM program by:

- Guiding and coordinating a cross-tenure, multi-stakeholder approach to BRM planning.
- Facilitating the effective use of the financial and physical resources available for BRM activities.
- Supporting integration between risk owners, strategic objectives and tactical outcomes.
- Documenting processes used to monitor and review the implementation of treatments to ensure risk is managed to an acceptable level.

1.3. Legislation, policy and standards

Legislation, policy and standards that were applied in the development of this BRM Plan can be found in the *Bushfire Risk Management Planning Handbook – Appendix 1 – Summary of Related Legislation, Policy and Guidelines*.

- Local Emergency Management Plan - LEMA
- Policy B2 – Suspension of prohibited burning period
- Policy B4 – Harvest Bans – authorised officers
- Policy B6 – Authority to issue infringements
- Policy B7 – Bushfire risk management plan
- Policy B8 – Bushfire communication policy

Chapter 2 The risk management process

The BRM planning process is a cycle of understanding the context and assessing and treating risks (Figure 1). Each of these steps is informed by communication and consultation and supported by monitoring and review. The three products produced during the BRM planning process are the BRM Plan, Asset Risk Register and Treatment Schedule (Figure 1).

Further details on the guiding principles and process for the development of this plan can be found in Chapter 2 of the Guidelines.

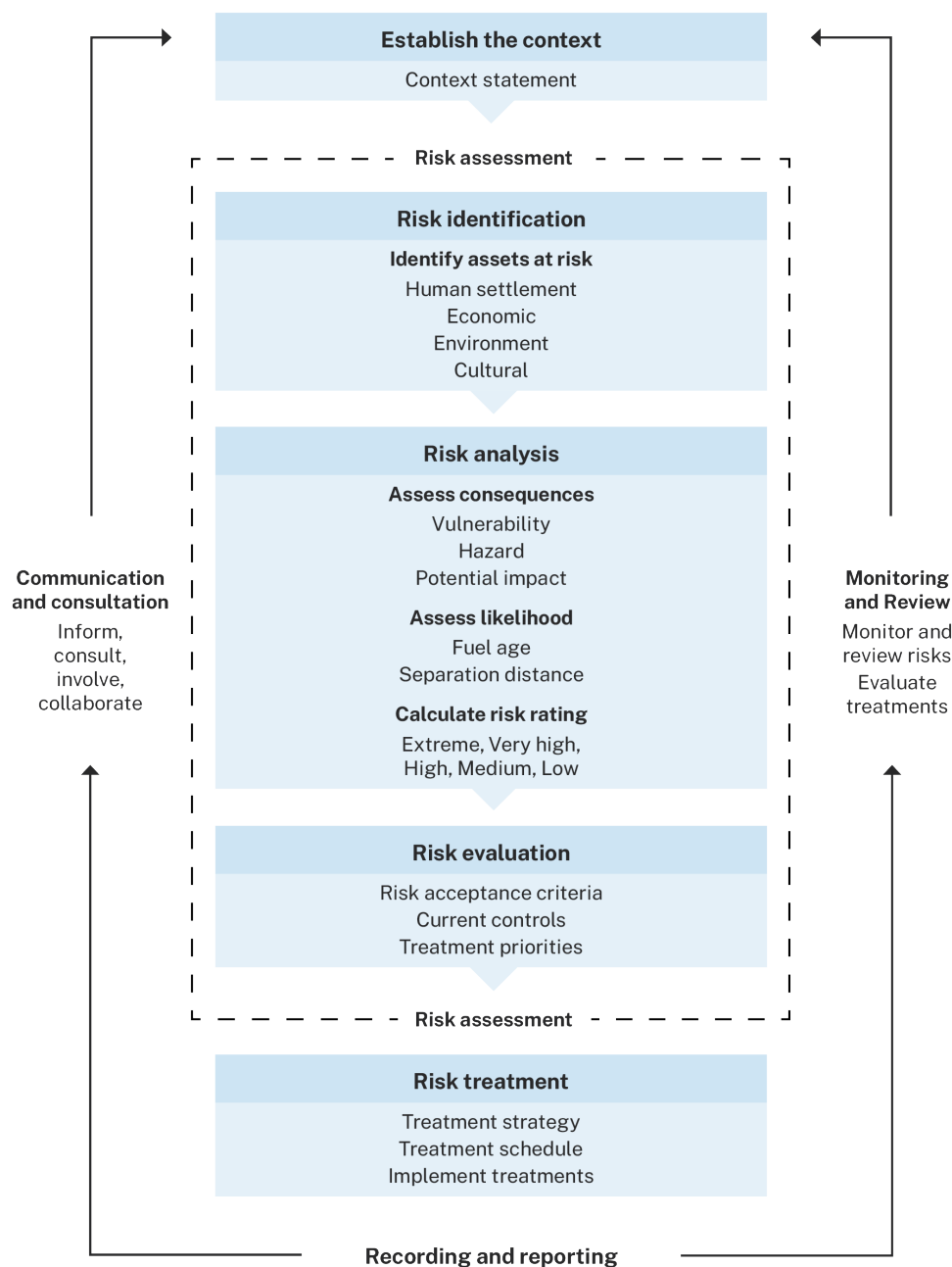


Figure 1. The Bushfire Risk Management planning process

2.1. Roles and responsibilities

The roles and responsibilities of the key stakeholders involved in the development of the BRM Plan are outlined in Table 1.

Table 1 – Roles and responsibilities in the Bushfire Risk Management (BRM) planning process

Stakeholder	Roles and responsibilities
Local government	Custodian of the BRM Plan. Coordinate the development and ongoing review of the BRM Plan. Undertake bushfire risk assessment of local government area. Submit the draft BRM Plan to OBRM for review and endorsement. Develop and implement a Treatment Schedule for local government managed land. Encourage risk owners to treat identified risks. Report on the progress of the BRM Plan.
DFES	Contribute to the development and implementation of the BRM Plan. Facilitate involvement of state and federal government agencies in the BRM planning process. Undertake treatments on Unmanaged Reserves and Unallocated Crown Land within gazetted town sites. By agreement, implement treatment strategies for other land managers. Endorse BRM Plans as consistent with the Guidelines, BRM Program and dynamic risk environment. Administer the Mitigation Activity Fund Grants Program.
Department of Biodiversity, Conservation and Attractions (DBCA)	• Contribute to the development of the BRM Plan. Implement their treatment program on DBCA managed land. Provide advice on environmental assets and appropriate treatment strategies for their protection.
Department of Planning, Lands and Heritage	• Identify managed assets. • Provide advice on management of Aboriginal Cultural Heritage.
Other State and Commonwealth Government agencies and public utilities	• Identify managed assets. • Provide advice on current risk treatment programs. Contribute to the development of BRM Plans. • Undertake treatments on lands they manage.

Stakeholder	Roles and responsibilities
Corporations and private landowners	• Identify managed assets. • Provide advice on current risk treatment programs. • Undertake treatments on lands they manage.
Other	Participation in and contribution to the development and implementation of BRM Plans and treatment schedules. Provide advice for the identification of assets that are vulnerable to fire. Providing advice on appropriate treatment strategies for asset protection.

2.2. Communication and consultation

Communication and consultation are fundamental to the development, implementation and review of the BRM Plan. A Communication Plan describing communication with relevant stakeholders at each stage of the BRM planning process is at Appendix C. A record of engagement with stakeholders is maintained. To ensure appropriate and effective communication occurs with relevant stakeholders throughout the life of this plan, including during the development, implementation and review phases, a *Communication Strategy* has been prepared.

Chapter 3 Establishing the context

Strategic and corporate framework

The Shire of Wagin's Strategic Community Plan (2020 – 2030), and the Shire's Corporate Plan (2020 – 2024), reflects the shires commitment to community safety, risk management and effective management of the environment and natural resources.

Upon review of the Strategic Community Plan and Corporate Plan, the following key result areas, activities and objectives are identified as having direct relevance to the objectives of this BRM Plan:

- Key Result Area 1 o 2.6 - Greater care and restoration or preservation of heritage buildings
- Key Result Area 2 o 2.10 – Optimise water harvesting and storage
- Key Result Area 3 o 3.1 – Keep the family friendly country lifestyle, community spirit, safe community with low crime rate.
- Key Result Area 4 o 4.3 – Maintain & improve natural environment and recreation areas
- Key Result Area 5 o 5.4 – Encourage and acknowledge volunteering

Other Key Activities and Strategies relevant to this BRM Plan include:

- 1.4 Continued development of relationships and partnerships for effective regional development
- 2.5 Continuity and potential expansion and storage of the Shire's Water Harvesting and storage Program
- 2.6 Review and upgrade of Bushfire facilities and equipment as required
-
- 5.4 Implement and maintain risk management systems and processes across the organisation

The Shire of Wagin's Building and Structures Asset Management Plan, which outlines all the tasks and resources required to manage and maintain council's building and structures portfolio, has identified 'fire' as a major risk with significant economic and business continuity impacts if this risk is not managed appropriately.

The Shire of Wagin's Roads and Bridges Asset Management Plan has also identified 'damage to assets caused by natural disaster' as a major risk.

The Shire of Wagin recognises the importance of leadership and coordination in emergency management and has an established Local Emergency Management Committee (LEMC) with multi agency membership. This committee provides an important multi-agency forum to enable consultation around the BRM Plan.

The LEMC has endorsed Local Emergency Management Arrangements (LEMA) for the Shire. In the development of the LEMA, the Committee undertook a risk assessment process resulting in a 'Risk Register Schedule' being developed that outlines the identified risks within the Shire,

risk levels and treatment options. The Shire of Wagin 'Risk Register Schedule' reflects Bushfire as a 'high' risk to the Shire. The Local Emergency Management Arrangements identifies the following critical infrastructure:

- *Telecommunications Tower – Mount Latham*
- *UHF Booster Receiver – Piesse Road*
- *Rail Line – running North to South of the Shire*
- *Sewage Farm – Kerlsley Road*
- *Electrical Supply*
- *Hospital – Warwick St*
- *Super Market – Cnr Tudhoe / Usil Lane*
- *Wagin Co-op – Tavistock St*
- *District High School – Ranford St*
- *Fuel Depot – Arthur Rd*
- *Wagin Recreation Centre (Evacuation Centre)*

The Shire has an active Bushfire Advisory Committee (BFAC) with the membership holding considerable bushfire firefighting skills and experience. This forum has been integral to the development of the BRM Plan and the BFAC membership will continue to be key stakeholders in the implementation and review of the plan.

The Shire has identified a number of issues that may be impacted by, or addressed through, this Bushfire Risk Management Plan including:

Management and Planning

- Ensuring a strategic fire break between the East and West of the Shire
- Access and egress into Wagin townsite needs to be reviewed to ensure escape routes are accessible
- Evacuation points need to be reviewed

Water

- Water limitations in the north-west
- Limitations to accessing existing water sources such as Puntapin Dam

Infrastructure

- Mt Latham – this is a critical communications infrastructure asset in a high fuel age location
- Bridges – these have been identified as a significant risk due to the replacement cost and potential economic impact if a bridge is lost
- Railway Line – the vegetation in places along the rail line carries a high fuel load and is a potential fire hazard and fire path

Table 2: Functions/positions within Shire of Wagin critical to this Bushfire Risk Management Plan

Function	Roles
Shire Leadership Team	Oversight of the implementation, monitoring and review of the Bushfire Risk Management Plan Sourcing and approving funding and expenditure Monitoring the implementation of agreed treatments Liaison with key stakeholders Participation on Local Emergency Management Committee (LEMC) Management of the release of BRMS Plan and BRMS data
Person/s Tasked with Emergency Management within the Shire Admin Team	Develop practices for fire management on LG, UCL and UMR land In consultation, planning annual schedule of works Build knowledge and understanding of fire management practices within the community Participation on Bushfire Advisory Committee (BFAC) Support bushfire meetings and committees Oversee burning programs and support from local brigades Contributing to treatment planning Negotiating with stakeholders
Chief Bushfire Control Officer	Oversee burning programs and support from local brigades Contributing to treatment planning Negotiating with stakeholders Fire breaks inspection and enforcement
Works Department	Contributing to treatment planning Undertake planned works

Planning	Ensure adherence to building codes and planning scheme Bushfire prone mapping
Finance	Accessing and managing grants and funding

NOTE: Some functions outlined above may be fulfilled through the employment of contact personnel

Land use and tenure

The Shire of Wagin is located approximately 228 kilometers south east of Perth in the wheatbelt region. The town of Wagin, the main town and administrative center of the Shire, is located 2 ½ hours from Perth via the Albany Highway.¹ The only additional settlement within the Shire of Wagin is Piesseville. With a population of approximately 50², Piesseville is located 20 kilometers from the Wagin townsite.



The Shire of Wagin is bordered by the local government authorities of Narrogin, Wickepin, Dumbleyung, Woodanilling and West Arthur.



The total area of Wagin is 1946km² or 194,617 Hectares. Principally, the Shire of Wagin is privately vested with over 90% of the total area used as agricultural holdings. With such a large component of the shires bushfire prone area falling under the responsibility of private land holders, the shire works with farming and agricultural communities to ensure they are prepared. This includes the use of a shire run Harvest Ban Hotline in which close to 1000 residents are subscribed to. The Department of Biodiversity, Conservation and Attractions manage 4% of land. The Department of Planning, Lands and Heritage (formerly the Department of Planning and Infrastructure) holds 1.7% tenure The remaining 4.3% of land tenure in the Shire is a combination of Local Government, other government agencies.

Table 2 – Summary of land management responsibilities within the Shire of Wagin.

Land Manager	Local Government Area (%)
Local Government	1.7%
Private	91.4%
Department of Biodiversity, Conservation and Attractions	4%
Department of Planning, Lands and Heritage	1.7%
Other State Government	1.2%
Total	100%

Source: Office of Bushfire Risk Management, 2024

Community demographics and values

The most recent Australian Bureau of Statistics (ABS) data reflects the population of Wagin as 1816. The Shire's population saw a slight but steady increase for many years. However, 2013 saw the population has started to decline, which is consistent with other rural areas across the state, however a slight increase has been seen in the past 4 years. The predicted annual growth rate for the Shire of Wagin reflects a decline of -1.2% between now and 2026.³ There are currently no proposed or planned developments within the Shire that would notably impact future growth of the area.

Table 5 – Shire of Wagin Demographics

	2020	2021	2022	2023
Male	886	896	874	
Female	895	935	935	
Total	1781	1802	1809	1816

Source: Australian Bureau of Statistics

Whilst compliance, in line with landowner responsibilities detailed in the Shire's annual *Bush Fire Notice*, is generally good an average of 3 Shire infringements issued annually. When it comes to preparatory efforts (i.e. in line with general prevention and preparedness around individual properties) community engagement is more challenging, mainly due to time constraints and conflicting priorities. From general observations of properties, a level of complacency (*it won't happen to me*) is apparent within the community particularly in some of the higher risk areas to the West of the town.

The following challenges have been identified for the Shire, all of which have the potential to impact the objectives of this BRM Plan:

- Changes to agricultural practices
- Ageing population
- Attraction and retention of residents impacting succession planning within the emergency services volunteer brigades
- Vulnerable populations, such as itinerant workers and recreational visitors who are often unfamiliar with the local area and what to do in the event of a bushfire
- Population increases during significant events (Woolorama).



- Piesseville townsite
- Wedgecarrup Hall & fire station



Community understanding of bushfires:

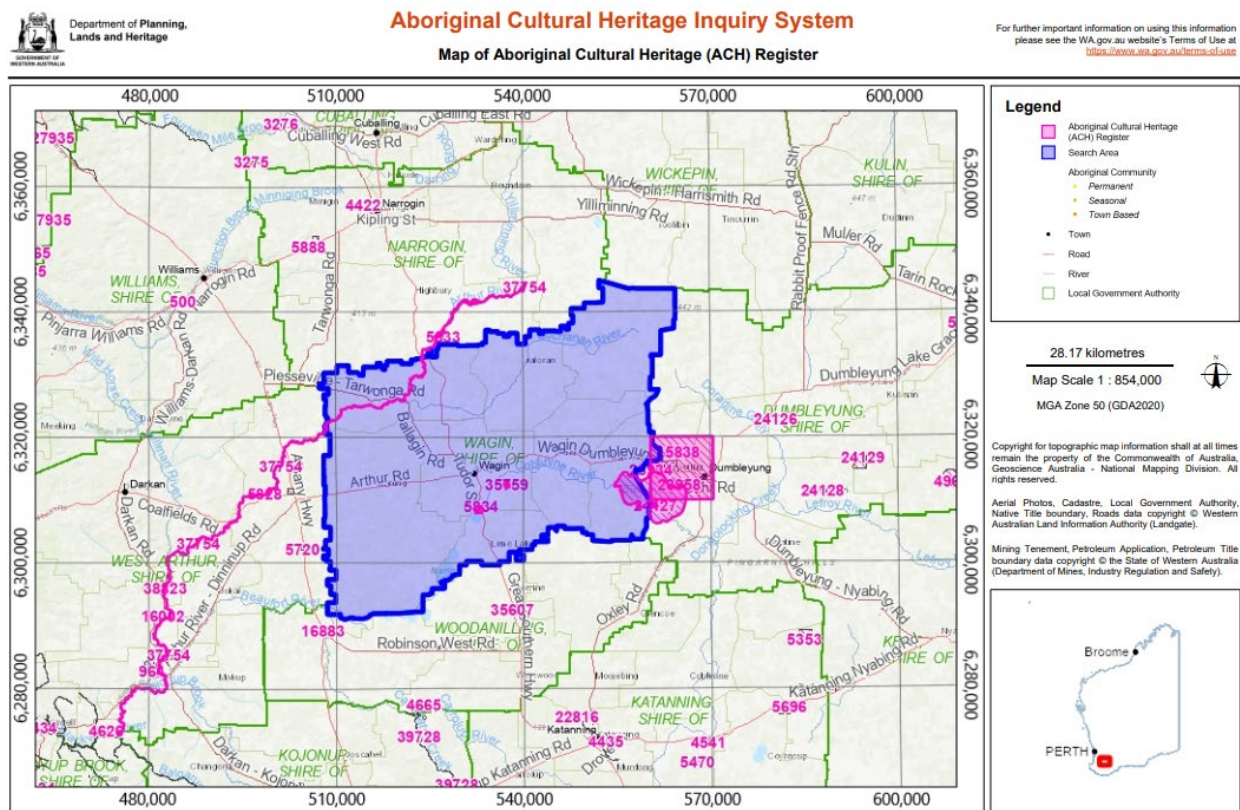
Outlying areas where farming is predominant, understanding is mostly clear and actions are taken to reduce the potential impact, smaller lots where the owners are weekend farmers are less aware of their responsibilities.

Within the townsite there are areas of high compliance who have a clear understanding of the need to do the right thing. Other areas of the townsite, typically the low socio-economic areas, have less capacity to do the annual upkeep to protect their properties to the same level.

Steps being undertaken to reduce community vulnerability to bushfires and increase resilience: Annual inspections of townsite properties to ensure they comply – properties which do not comply are sent a letter reminding them of their responsibilities and the timeline of completing. Properties which remain a fire risk will be cleared by a local government contractor with an invoice and infringement notice being sent to the property owner.

Cultural heritage

The Shire of Wagin is home to the Noongar people, who are the traditional owners of the land. The Noongar nation covers the southwestern part of the state, and the Shire of Wagin falls within the Ballardong Aboriginal Corporation area of the South-West Native Title Settlement



Area. The Aboriginal Cultural Heritage Inquiry System identifies 5 registered sites within the Shire of Wagin. These sites include natural features such as rivers, lakes and rock formations. Where Indigenous Heritage Sites have been identified a bushfire risk assessment has been undertaken and these have been mapped and recorded on BRMS.

In addition to the Indigenous Heritage Sites, the Shire is home to many assets with significant historical value including eight (8) buildings listed on the State Heritage Register including:

- *ABC Transmission Station*
- *Federal Hotel / Mitchell Hall*
- *Wagin Post Office*
- *Moran's Wagin Hotel*
- *Wagin Town Hall*
- *Hitching Post (outside National Bank)*
- *Buttericks Building*
- *National Bank*

Where appropriate, heritage assets identified as being at risk from bushfire have undergone a bushfire risk assessment and are included on the BRMS.

Economic activities and industry

Purpose: To describe how the local economy may be vulnerable to bushfire.

Points that should be considered include:

- Any significant economic and industrial activities vulnerable to bushfire.
- The likely short term and longer-term effects of disruption to these industries.
- Any economic activities that may increase bushfire risk.
- Any measures being taken to reduce risk associated with economic activities.

The Shire of Wagin is located in the Wheatbelt of Western Australia. The region is built on a foundation of agricultural primary industry. Dominant industries within agriculture include, wheat, barley, oats, canola and lupines being the main crops. Sheep and cattle production are also a prominent industry within the Shire. Wagin is also home to a number of manufacturing operations, including pet food, grain merchants and a number of steel fabricators.

Tourism is also a key industry within the Shire. The Wagin Historical Village and the Giant Ram "Bart" draw visitors to the area year round. Wagin also hosts the Wagin Woolorama in March, which is the largest annual sheep show in the southern hemisphere. With over 350 commercial exhibitors with event welcomes over 30,000 visitors to the shire for the weekend.

While tourism and agriculture can be significantly impacted by bushfire events, they themselves can also increase the bushfire risk through ignition risk in the region. Activities associated with agriculture, including harvesting and crop production have an inherent risk of being contributing to bushfire ignition. Controls such as harvest vehicle movement bands, and community education programs are used to help mitigate the risk of such ignition occurring.

Bushfire risk associated with tourism often revolves around lack of awareness or understanding of the bushfire risk, warnings and conditions by the transient population. Social media and public signage (such as AFDRS roadside signs) are used to address awareness of traveling individuals through the shire. Information regarding the bushfire risk is also available on the Shire's website.

Both key industries would be impacted by the physical loss and post fire impacts following a bushfire event.

Topography and landscape features

Topography contributes to bushfire risk by influencing fire rate of spread (ROS) - and therefore intensity - impeding access for suppression resources and limiting options for fuel reduction, as inappropriate removal of vegetation can lead to erosion and other issues. The influence topography has on bushfire risk is considered in relation to its effect on response access, and as a variable in predicting the potential fire behaviour assets may be exposed to, including the likelihood of significant ember attack.

In general terms, the landscape of the Shire of Wagin can be described as being gently undulating and of low relief, except where occasional granite outcrops protrude as rock domes.



Figure 6 – Blackwood Basin⁴

Natural Waterways

Chains of wetlands and lakes occur naturally across the landscape in two predominant locations, the northern chain, including Lake Toolibin and the southern chain, running from Dumbleyung to south of Wagin. The Shire of Wagin has several prominent lakes and wetlands within its boundaries. Some of the main ones include:

- Lake Dumbleyung (the western third)
- Lake Parkeyerring
- Lake Little Parkeyerring
- Lake Quarbing
- Lake Norring
- Lake Little Norring

⁴ South West NRM Strategy <http://www.swnrmstrategy.org.au/sub-regions/blackwood-basin/>

- Lake Gundaring
- Weeraling Pool
- Lake Wagin

Due to low annual average rainfall, flat topography and existence of an extensive network of salt lakes, the upper eastern creeks and rivers rarely contribute any flows to the lower Blackwood River. Most of the basin to the east of Darling Range is largely an internally drained system where the chain of salt lakes only connects during extreme rainfall events. Lake Dumbleyung is the largest in the Blackwood Basin. This lake was considered to be almost 'fresh' prior to European settlement but is now saline to highly saline.

In the past the Blackwood River water quality was fresh enough to supply water for domestic uses to the towns along its route. The clearing of native vegetation for agriculture has made the river flows from the upper catchments too salty for this purpose due to increasing dryland salinity in the upper and middle parts of the basin.

The network of wetlands and lakes would indicate a prevalence of water sources within the Shire however this is not necessarily the case as the network can quickly dissipate dependent upon the annual rainfall received. With an average recorded rainfall of 432mm (statistics recorded between 1891 to 2017), the years 2012 to 2015 had significantly less than average causing many of the wetlands and lakes to dry up leaving behind salt flats. There are also limited water sources in the north-west of the Shire.

There are no landscape features of note that would uncharacteristically impact bushfire behaviour or risk or limit the capacity to implement effective treatment other than noting the potential limitations and locations of available water sources.

Climate and weather

The Shire of Wagin's climate is regarded as Mediterranean with cool winters and hot dry summers. Bushfire threat is typically associated with very hot (above average temperatures), dry (less than 20% humidity) and windy (above 12 – 15 Km per hour) conditions and high fuel loads. The climate influences all of these factors and is the primary control on fire activity.

The following diagram illustrates the wind direction for the past 7 years for the Wagin townsite. This reflects winds most prevalent from the South-West and North-West.

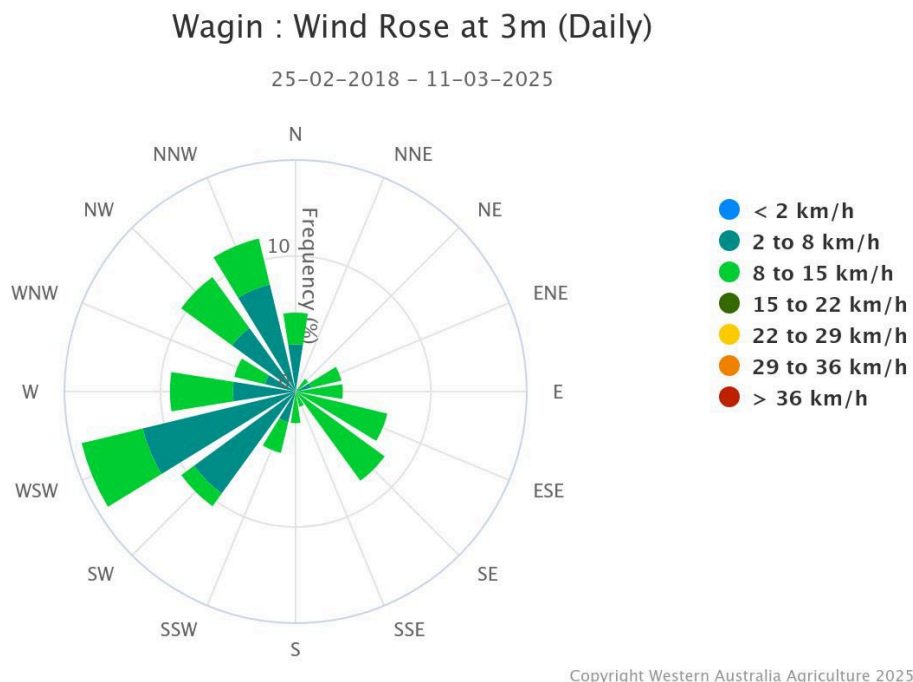


Figure 14: Represents the daily wind at 3m for the weather station at Wagin townsite. It indicates the the winds most prevent from the south west.

Figure 15 – A diagram depicting the direction of the strongest winds recorded for each month of the 2017 fire season⁶

The Bush Fires Act 1954, sections 17 and 18, provides for the ‘declaration and gazettal’ of Prohibited and Restricted Burning Times as well as the ability to adjust burning times to suit changing weather conditions.

The fire season is typically from October through to April. This statement is supported by the fact that the Shire of Wagin endorsed their Restricted and Prohibited Burning times for 2017/2018 as follows:

1st October to 31st October:	Restricted (permits required)
1st November to 14th February:	Prohibited
15th February to 30th April:	Restricted (permits required)

⁶ Department of Agriculture and Food – www.agriculture.wa.gov.au

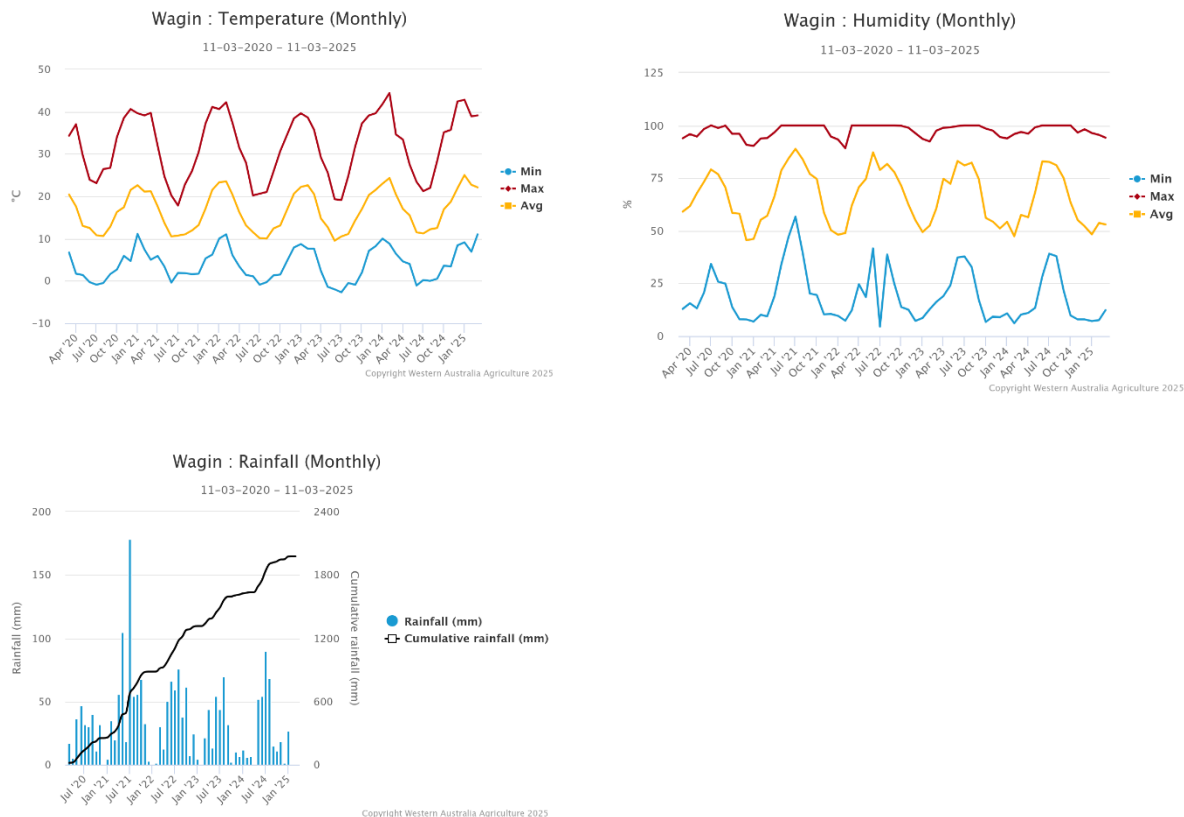


Figure 15: Shire of Wagin Weather Data March 2020 to March 2025.

The harvest period, often November/December is a high risk period for the Shire. The conditions often experienced in the summer months of high temperatures, low rainfall, strong winds and low humidity contribute to favorable conditions for fires to spread quickly through the landscape. Prescribed burning conditions are usually found the Autumn period, however winter and early spring can often present burning opportunities depending on recent rainfall patterns.

Vegetation and fuel

Purpose: To describe the vegetation and fuel that contributes to bushfire hazard.

Points that should be considered include:

- The major vegetation types in the area, their structure as bushfire fuel and how this influences fire behaviour.
- The distribution of vegetation in relation to important assets.

This section may be presented as, or supplemented by, a map if that is an effective way to communicate the necessary information.

The dominate vegetation in the Shire of Wagin comprises of a mosaic of brown mallee and Wandoo woodlands, with low woodland of York Gum and Wandoo on the slopes of undulating country. The Dumbleyung Vegetation system covers the eastern half of the Shire, with Lake

Dumbleyung to the southeast corresponding with the beginning of the mallee country. Dryandra-dominated heath and Wandoo and low woodland are the principal vegetation in this community.

Wandoo, York Gum, and Powder Bark trees are more prevalent in the central and eastern parts of the Shire. Various soil types are found across the Shire, with occasional areas of Jam Wattle and Scrub/Heath Sandplain. The presence of shrubby wattles and Jam trees in these ecosystems creates little distinction between the ground layer vegetation and the canopy. As a result, canopy fires are more likely to ignite in this type of vegetation.

Broadscale areas of native vegetation are limited across the shire, with large areas having been rapidly cleared for agricultural purposes.

Important species and communities

Flora and Fauna represent particular significance for the Shire as they are not only recognised environmental assets in their own right, but also impact the treatment options available for identified risks in relation to other assets. For example, the breeding cycle of some mammals, such as the Phascogale, will restrict the period in which prescribed burns can be undertaken due to the need to ensure nests are not disturbed during the breeding season. Recent studies have also shown that frequent burning can remove mature-age vegetation which the species occupies.

⁷

All treatments need to be assessed in line with the requirements of the identified flora and fauna detailed below with care given to ensure appropriate authorities are consulted prior to any mitigation work commencing. Where possible, consultation should also occur prior to implementing any response strategies. The Shire will, where possible, remind landowners/managers of their obligation to obtain appropriate clearances and approvals prior to commencing vegetation based treatments. This includes:

- *Environmentally Sensitive Areas (ESA's)*
- *Declared Rare Flora and Fauna (DRF's)*
- *Threatened Ecological Communities (TEC's).*

Flora

The Department of Biodiversity, Conservation and Attractions Flora Database, currently lists six (6) species of Declared Rare Flora (DRF) within the Shire of Wagin. The DRF designator reflects that the plant needs to be specifically protected because they are under identifiable threat of extinction, are rare, or otherwise in need of special protection. The species include: ⁸



Caladenia dorrienii



Eleocharis keigheryi

⁷ Website: www.dpaw.wa.gov.au/images/documents/plants-animals/animals/animal_profiles/red-tailed-phascogale

⁸ Flora Database - <https://florabase.dpaw.wa.gov.au/>



Calectasia pignattiana
(*Stilted tinsel lily* or
Pignatti's star of Bethlehem)



Banksia oligantha
(*Wagin Banksia*)



Conostylis drummondii

Figure 18 - Declared Rare Flora located within the Shire of Wagin ⁹

In addition, the Flora Database of WA lists a further 26 species as threatened.

A map reflecting the general location of Priority Flora within the Shire of Wagin is attached (Appendix 4).

The Shire of Wagin is within the catchment of the nationally registered Threatened Ecological Community (TEC) – *Eucalypt Woodlands of the Western Australian Wheatbelt Ecological Community* (Refer to the map at Appendix 5 & 6). A TEC is “a community presumed to be totally destroyed or at risk of becoming totally destroyed.” ¹⁰ Being listed as a TEC offers the vegetation protections under the Environment Protection and Biodiversity Conservation Act 1999.

Fauna

⁹ Flora Database - <https://florabase.dpaw.wa.gov.au/>

¹⁰ <https://www.dpaw.wa.gov.au/plants-and-animals/threatened-species-and-communities/wa-s-threatened-ecological>
<https://www.dpaw.wa.gov.au/plants-and-animals/threatened-species-and-communities/wa-s-threatened-ecological-communitiescommunities>

The *Wildlife Conservation Act 1950* provides for native fauna (and flora) to be protected where they are under an identifiable threat of extinction and, as such, are considered to be "threatened".

Birds

Common Sandpiper, Great Egret, Ruddy Turnstone, Curlew Sandpiper, Red Necked Stint, Peregrine Falcon, Mallee Fowl, Rainbow Bee Eater, Western Rosella, Hooded Plover, Forest Red Tailed Black Cockatoo, Short Billed Black Cockatoo



Mammals

Western Quoll (Chuditch), Southern Brown Bandicoot (Quenda), Tamar Wallaby, Western Brush Wallaby, Red Tailed Phascogale (see image)

The Red Tailed Phascogale is an endangered marsupial that is now largely confined to the Southern Wheatbelt of Western Australia with a healthier population found in the Wagin Shire. It is possum-like in its habits, feeding and sheltering in trees. It favours mature wandoo and rock oak habitat. Most of its remaining habitat has been severely fragmented by agriculture.

Mating occurs between May to July, with babies born around August meaning that babies are yet to be weaned during the periods most suited to the majority of fire mitigation treatments. The breeding cycle of the Phascogale may restrict the period in which prescribed burns can be undertaken due to the need to ensure nests are not disturbed during the breeding season.

Recent studies have also shown that frequent burning can remove mature-age vegetation which the species occupies.¹¹ When determining treatment options in areas likely to be inhabited by the Phascogale, consideration must be given to ensure minimal disruption.

A map reflecting the general location of Priority Fauna within the Shire of Wagin is attached (Appendix 7).

Historical bushfire occurrence

Purpose: To describe common sources of ignition and areas prone to bushfire.

Points that should be considered include:

- Common causes and locations of bushfires.
- Any historical fires of significance and lessons that were learnt from them about how best to manage bushfire risk.

Over the period of the last 5 years the Shire of Wagin has had 50 reported bushfires within its boundaries. The numbers have stayed relatively consistent over the past 4 years, with unreported, suspicious and vehicles being attributed as the leading causes.

¹¹ Flora Database - <https://florabase.dpaw.wa.gov.au/>



Bushfires with Causes

From Date: 01/07/2020

To Date: 11/03/2025

Area Selected: WAGIN (S)

This report shows the number of Bushfire incidents recorded in IRS within the area selected.

Year:	2020/2021	2021/2022	2022/2023	2023/2024	2024/2025
No. of Bushfires of all sizes.	1	10	14	14	11
Unreported	0	1	3	5	9
Suspicious/Deliberate	0	0	1	4	1
Vehicles (incl. Farming Equipment/Activities)	0	2	3	0	0
Weather Conditions - Lightning	0	1	1	3	0
Undetermined	1	1	0	0	1
Burn off fires	0	2	1	0	0
Reignition of previous fire	0	0	2	1	0
Power lines	0	2	0	0	0
Heat from other hot objects or friction	0	0	2	0	0
Campfires/bonfires/outdoor cooking	0	1	0	0	0
Equipment - Mechanical or electrical fault	0	0	1	0	0
Electrical distribution (excl. power lines)	0	0	0	1	0

EXTERNAL USE APPROVED

- Bushfire cause by region suburb lga.rdl

Report produced by the OIS Branch of the Department of Fire & Emergency Services (WA)

Contact: reports@dfes.wa.gov.au

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11/03/2025 11:01

Current bushfire risk management controls

Harvest and Vehicle Movement Bans

In recognising the significance of agricultural activities in the Shire, and to reduce the risk of crop related bushfires; the Shire has controls in place pursuant to the Bush Fires Regulations 1954, these controls are reviewed annually by the Bushfire Advisory Committee (BFAC). One such control is the issuing of Harvest and Vehicle Movement Bans. A Harvest and Vehicle Movement Ban is a ban that individual local governments are responsible for issuing under the

Bush Fires Regulations 1954 Section 38A, and/or Section 24C. The Shire can issue Harvest and Vehicle Movement Bans to restrict the use of vehicles and machinery that have an increased risk of igniting a fire. Bans are generally issued as a result of the risk posed by agricultural practices during severe fire weather events.

Harvest and Vehicle Movement Bans are issued by the Shire's Chief Bush Fire Control Officer when the use of engines, vehicles, plant or machinery during the Prohibited Burning Times or the Restricted Burning Times (or both) is likely to cause a fire or contribute to the spread of a bushfire.

A Harvest and Vehicle Movement Ban may be imposed for any length of time, but is generally imposed for the 'heat of the day' periods and may be extended or revoked by the local government, should weather conditions change.

The Shire maintains a Harvest Ban Hotline which enables residents to be informed, via text, when Harvest Bans have been applied and removed. There are currently over 925 residents subscribed to Harvest Ban Hotline list.

Response Capacity

Bushfire response is undertaken solely by volunteers with the Shire of Wagin.

The rate of volunteerism within the Shire was 35.4% in 2016, significantly higher than the National and State average of 19%. 2021 shows the range at 27.9%, showing a big reduction. This is noteworthy as fire response within the Shire is solely undertaken by volunteer emergency services personnel.

Table 12: Volunteering rates within the Shire of Wagin

Persons undertaking voluntary work for an organisation or group (%)	36.4	35.2	27.9
---	------	------	------

The Shire benefits from the depth of skills, knowledge and experience amongst the emergency services volunteers with many volunteers having considerable years of service. The Shire's brigades, through the leadership of the Chief Bush Fire Control Officer and Captains group, are well known and well respected, and a proactive succession model has been put in place that has seen a number of younger members of the community take on leadership roles within the volunteer brigades.

Table 13: Emergency Services Volunteer Brigades within the Shire of Wagin as of August 2024

Brigade Number	Brigade Name	Volunteers	Resource
6639	Badjarning BFB	48	Nil
6641	Ballaying BFB	30	Nil
6638	Cancanning BFB	52	Nil
6640	Lime Lake BFB	20	Nil
6523	Piesseville BFB	36	2.4 Rural

In addition to the registered firefighting appliances detailed above, many farmers also have private firefighting units, including decommissioned DFES appliances. Farmer response units within the Shire are seen as a critical resource as they bolster the Shires response capacity.

The Shire also supports a State Emergency Services (SES) Volunteer Unit. The Wagin SES Unit can provide support, particularly logistics support, during fire incidents.

A list of Local Government Wide Controls for reducing bushfire risk in the Shire of Wagin is provided at Appendix B.

Chapter 4 Asset identification and risk assessment

Assets at risk from bushfire in Shire of Wagin are recorded in the *Asset Risk Register* in the BRMS. Assets are divided into four categories: human settlement, economic, climate, and cultural. Each asset has been assigned a bushfire risk rating between low and extreme based on the risk assessment methodology described in the Guidelines and Handbook.

4.1. Identifying and assessing systemic risk (optional)

Systemic risk refers to the potential impacts of a bushfire on interconnected systems and networks that sustain communities. It recognises that a single bushfire event can set off a chain reaction with impacts that extend beyond the fire's location. These may affect the social fabric, economy, and environment of the district and can persist long after the fire has been extinguished.

Systemic risks considered relevant to BRM for the Shire of Wagin are provided in Appendix A.

Provide a description of how the systemic risks were identified, which systemic risks were considered and the outcomes of the risk assessment (see the Guidelines section 6.4 for a description of the risk assessment process).

4.2. Local government asset risk profile

A summary of the risks assessed in Shire of Wagin is shown in Table 3. This table shows the proportion of assets at risk from bushfire in each risk category at the time the BRM Plan was endorsed. This table was correct at the time of publication but may become outdated as risks are treated or additional risks are identified and assessed. A report may be generated from the BRMS to provide the most current risk profile.

Table 3 – Local Government Asset Risk Summary

Asset Category	Risk Rating				
	Low	Medium	High	Very High	Extreme
	Human Settlement				
	Economic				
	Environmental				
	Cultural				

Insert percentage of risks in each category and rating once asset register is locked in BRMS

Chapter 5 Risk evaluation

5.1. Risk acceptance criteria

The acceptable level of risk for each asset category is shown in Table 4. A risk that is assessed as exceeding these limits will be considered for treatment.

Table 4 – Risk acceptance criteria for bushfire risk in Shire of Wagin.

	Asset category			
	Human settlement	Economic	Environmental	Cultural
Acceptable risk level	Medium	medium	High	High

Risks below the acceptable level do not require treatment during the life of this BRM Plan. They will be managed by routine Local Government Wide Controls and monitored to detect any increase in their risk rating.

5.2. Treatment priorities

The treatment priority for each asset is automatically assigned by BRMS, based on the asset's risk rating. Table 5 shows how consequence and likelihood combine to give the risk rating and subsequent treatment priority for an asset. The treatment priority assigned in BRMS will help inform decision making for risk acceptability and development of the Treatment Strategy and schedule.

Table 5 – Treatment priorities

Likelihood	Consequence				
		Minor	Moderate	Major	Catastrophic
	Almost Certain	3D (High)	2C (Very High)	1C (Extreme)	1A (Extreme)
	Likely	4C (Medium)	3A (High)	2A (Very High)	1B (Extreme)
	Possible	5A (Low)	4A (Medium)	3B (High)	2B (Very High)
	Unlikely	5C (Low)	5B (Low)	4B (Medium)	3C (High)

Chapter 6 Risk treatment

The purpose of risk treatment is to reduce the potential impact of bushfire on the community, economy and environment. This is achieved by implementing treatments that modify the characteristics of the hazard, the community or the environment to make bushfires less likely or less harmful.

6.1. Treatment Strategy

The Treatment Strategy describes the overall approach to managing bushfire risk in the medium to long term in Shire of Wagin. The strategy is shaped by factors such as the distribution of risk in the landscape, the community's values and objectives, stakeholders' mitigation programs and constraints on treatment options. The Treatment strategy helps guide the development of integrated annual treatment schedules.

The Treatment Strategy serves as the cornerstone of the Shire of Wagins bushfire risk management efforts, providing a detailed roadmap for addressing the challenges posed by bushfires across the region. The strategy is an evolution on the original Shire of Wagins Bush Fire Risk Management Plan 2018-2023. Developed through careful analysis of various factors, including risk distribution, community values, stakeholder programs, and treatment constraints, this strategy represents a comprehensive approach to safeguarding lives, property, and natural resources from the threat of bushfires.

At its core, the strategy emphasises the importance of aligning treatment preferences with the specific vulnerabilities and characteristics of different areas within the Shire. Recognising the diverse ecosystems and landscapes present, it underscores the need for tailored approaches that consider factors such as land use patterns, vegetation types, and resource availability. By doing so, the strategy ensures that treatment efforts are targeted and effective, maximising their impact in reducing bushfire risk.

The strategy outlines three levels of response: Primary, Secondary Response, and Last Resort. Each level corresponds to a set of treatment measures tailored to address specific aspects of bushfire risk.

The preference levels are crafted with thoughtful consideration of the following components:

Land Use Characteristics: The nature and purpose of land use in a specific area impact factors such as fuel load, accessibility, and vulnerability to bushfires.

Land Transformation and Development: Changes in land development, such as urbanisation or agricultural expansion, alter the natural state of the landscape, influencing fire behaviour and treatment selection differently.

Vegetation Characteristics and Composition: Different vegetation characteristics and types contribute variably to managing fuel load, the viability/quality of vegetation, biodiversity, and whether it consists of native or introduced species. Mismanagement

of these factors can have potential negative long-term impacts on the environment and fuel load.

Local Capabilities: The availability of resources, infrastructure, and personnel within a specific locality influences the feasibility of certain response measures. Understanding local capabilities ensures the formulation of realistic and achievable strategies.

The Primary Response encompasses proactive measures aimed at mitigating risk, while the Secondary Response provides additional support and contingency options. In extreme scenarios, the Last Resort offers decisive actions to manage high-risk situations effectively.

Central to the strategy's success is its focus on collaboration and partnership. By engaging with stakeholders, including local communities, government agencies, and emergency services, the strategy leverages collective expertise and resources to achieve its objectives. This collaborative approach ensures that treatment efforts are informed by local knowledge and priorities, enhancing their relevance and effectiveness.

The Treatment Strategy represents a proactive and holistic approach to bushfire risk management in the Shire of Wagin. Through careful analysis, strategic planning, and collaboration, the strategy aims to reduce the impact of bushfires on the community and environment, safeguarding the region for future generations.

Shire managed land within Gazetted Townsite:

Preference	Method type	Description
Primary response	Vegetation management	Continue to modify or remove excess vegetation to create new and maintain existing breaks and reduce fuel density.
	Firebreaks/Access Tracks	Removal of vegetation to create and maintain existing vehicle accessible tracks.
Secondary response	Herbicide	Targeted use of herbicides to control invasive or highly flammable plant species.
Last resort	Controlled Burns	Prescribed burns to reduce accumulated fuel loads and prevent the spread of large, intense fires.

Briefly describe the overall approach to managing bushfire risk within your local government area. Refer to 8.1 of the Guidelines for further detail. If choosing to include information on systemic risk, the approach to addressing systemic risk should also be described in the treatment strategy.

Points that should be considered include:

-

-
-
- Community objectives for bushfire risk management and preferences for treatment types. Community objectives would be to aim for no risk, with preferences falling to the property owner on how they address the risk.
- The order that treatments should be implemented if resources don't permit treatment of all high priority risks or need to be sequenced for operational reasons.
-
-

6.2. Treatment Schedule

The Treatment Schedule is a list of bushfire risk treatments recorded in the BRMS. It is developed with regard to the outcome of the risk assessment process and Treatment Strategy and in consultation with stakeholders.

A treatment schedule for the Shire of Wagin covering the **<insert time period>** has been entered to BRMS. This is a live document and will be regularly updated throughout the life of the BRM Plan.

Land managers are responsible for implementing agreed treatments on their own land. This includes any costs associated with the treatment and obtaining the relevant approvals, permits or licences to undertake an activity. Where agreed, another agency may manage a treatment on behalf of a land manager.

6.3. Systemic risk treatment (optional)

Local governments opting to apply this part of the BRM planning process are encouraged to consider how community resilience can be enhanced to help manage systemic impacts. This is often done by enhancing the resilience of the networks that support community functionality, so they are better able to cope with disruption. It can also help to create redundancy in key functions or ensure that mechanisms are in place to restore key functions rapidly after a bushfire event. The human-centric nature of systemic risks means that community empowerment and resilience programs are often needed.

Provide a summary here of how any systemic risks identified in Appendix A will be treated. This includes:

- Identifying suitable points to intervene to stop the transmission of systemic risk or minimise its impacts.
- Describing the treatments, who is responsible and what other stakeholders may need to be involved.
- Describing any future work that will be required to improve or maintain the control.

Chapter 7 Monitoring and review

Monitoring and review processes are in place to ensure that the BRM Plan remains current and considers the best available information.

7.1. Monitoring and review

Shire of Wagin will monitor the BRM Plan and BRMS data to identify any need for change. The Plan and BRMS data will be reviewed at least every two years to ensure they continue to reflect the local context, assets at risk, level of risk and treatment priorities.

7.2. Reporting

The Shire of Wagin CEO or their delegate will provide to OBRM the outcomes of biennial reviews of the BRM Plan. This is required to maintain OBRM endorsement of the Plan.

The Shire of Wagin will contribute information about their BRM Program to the annual OBRM Fuel Management Activity Report.

Glossary

Asset	Something of value that may be adversely impacted by bushfire. This may include residential houses, infrastructure, commercial, agriculture, industry, environmental, cultural and heritage sites.
Asset category	There are four categories that classify the type of asset – Human Settlement, Economic, Environmental and Cultural.
Asset risk register	A component within the Bushfire Risk Management System (BRMS) used to record the consequence, likelihood, risk rating and treatment priority for each asset identified in the BRM Plan.
Bushfire	Unplanned vegetation fire. A generic term which includes grass fires, forest fires and scrub fires both with and without a suppression objective.
Bushfire risk management	A systematic process to coordinate, direct and control activities relating to bushfire risk with the aim of limiting the adverse effects of bushfire on the community.
Bushfire risk	The chance of a bushfire igniting, spreading and causing damage to the community or the assets they value.
Consequence	The outcome or impact of a bushfire event.
Landowner	The owner of the land, as listed on the Certificate of Title; or leaser under a registered lease agreement; or other entity that has a vested responsibility to manage the land.
Likelihood	The chance of something occurring. In this instance, it is the potential of a bushfire igniting, spreading and impacting on an asset.
Risk acceptance	The informed decision to accept a risk, based on the knowledge gained during the risk assessment process.
Risk analysis	The application of consequence and likelihood to an event to determine the level of risk.
Risk assessment	The systematic process of identifying, analysing and evaluating risk.
Risk evaluation	The process of comparing the outcomes of risk analysis to the risk criteria in order to determine whether a risk is acceptable or tolerable.
Risk identification	The process of recognising, identifying and describing risks.
Risk treatment	A process to select and implement appropriate measures undertaken to modify risk.

Systemic risk	The impacts of bushfire on the interconnected systems and networks that support community function. It is a product of the disruption caused by fire to the community and its effects may be felt far from the direct impacts of the fire in both time and space.
Treatment objective	The aim to be achieved by the treatment. Treatment objectives should be specific and measurable.
Treatment priority	The order, importance or urgency for allocation of funding, resources and opportunity to treatments associated with a particular asset. The treatment priority is based on an asset's risk rating.
Treatment Schedule	A report produced within the BRMS that details the treatment priority of each asset identified in the BRM Plan and the treatments scheduled.
Treatment Strategy	The general approach that will be taken to managing bushfire risk, in consideration of the local government context and objectives.
Treatment type	The specific treatment activity that will be implemented to modify risk, for example a planned burn.

Common abbreviations

AFAC	Australasian Fire and Emergency Services Authorities Council
BFAC	Bush Fire Advisory Committee
BRM	Bushfire Risk Management
BRM Branch	Bushfire Risk Management Branch (DFES)
BRM Plan	Bushfire Risk Management Plan
BRMS	Bushfire Risk Management System
DBCA	Department of Biodiversity, Conservation and Attractions
DFES	Department of Fire and Emergency Services
DPLH	Department of Planning, Lands and Heritage
LEMC	Local Emergency Management Committee
OBRM	Office of Bushfire Risk Management (DFES)
SEMC	State Emergency Management Committee
TEC	Threatened Ecological Community
UCL	Unallocated Crown Land
UMR	Unmanaged Reserve
WA	Western Australia

Appendices

Appendix A	Systemic risk
Appendix B	Local Government Wide Controls
Appendix C	Communication Plan
Appendix D	Annual review checklist

Appendix A – Systemic risk

This template is provided to record any systemic risks and controls currently undertaken across the local government area in relation to managing bushfire risk. Refer to section 6.2 and 6.4 of the *Guidelines for Preparing a Bushfire Risk Management Plan*.

Systemic risk		Risk rating	Control point	Treatment	Lead agency or stakeholder(s)	Notes and comments
Ref #	Describe the systemic risk i.e. direct impact, subsequent impacts etc.	Provide the result of the risk assessment.	Describe the intervention or control point.	Describe the treatment to be applied at the intervention or control point.	Who is the agency responsible for implementation of the treatment? Are there any other key stakeholders who contribute to the success of the treatment?	Provide a brief description of how the control activity will contribute to bushfire risk management in the local government, key timeframes and any future work that will be required to improve or maintain the control.
1	Human Settlement	High	Installation of fire breaks and property protection	Mechanical, chemical or fire	Property owner or responsible agent	Reduction of spread capacity Annual
	Economic	High	Installation of fire breaks and property protection measures	Mechanical, chemical or fire	Property owner or responsible agent	Reduction of spread capacity annual
	Environment	High	Installation of fire breaks	Mechanical, chemical or fire	Property owner or responsible agent	Reduction in spread capacity annual
	Cultural	High	Installation of property protection measures	Mechanical or chemical	Property owner or responsible agent	Reduction in spread capacity annual

Add rows as required

Appendix B – Local government wide controls

	Control	Action or activity description	Lead agency	Other stakeholder(s)	Notes and comments
1.	BRMP Risk Analysis	Maintain and refine BRM Plan	Shire of Wagin	Landowners DFES	Treatment identification and planning for all very high and extreme risk assets within the Shire.
2.	Strategic Community Plan 2015 – 2025 & Corporate Plan 2015 - 2019	As per documented actions	Shire of Wagin		As per section 3.1.1 of the Bushfire Risk Management Plan.
3.	Shire of Wagin Bush Fire Notice and (<i>Bush Fires Act 1954</i>)	- Review annual Fire Access Track Notice - Publish annual Fire Access Track Notice - Inspection of Fire Access Tracks	Shire of Wagin	CBFCO, FCO, Captains and the public	Published Annually. Inspect local properties. 'Fire Access Track' has the same meaning as 'Fire Break', in the <i>Bush Fires Act 1954</i>.
4.	Shire Prohibited and Restricted burn times and issuing of permits. (<i>Bush Fires Act 1954</i>)	Restricted and Prohibited Burn Times set the requirement that 'a permit to set fire to the bush' must be obtained.	Shire of Wagin	CBFCO, Ranger, FCO's	Published Annually.
5.	Harvest and Vehicle Movement Bans	Bans imposed when the 'Weather Committee' is of the opinion that the use of engines, vehicles, plant or machinery is likely to cause/contribute to the spread of a bushfire.	Shire of Wagin	CBFCO	A Harvest and Vehicle Movement Ban may be imposed for any length of time but is generally imposed for the 'heat of the day' periods and may be extended or revoked by the local government should weather conditions change.
6.	Local Emergency Management Arrangements	Emergency Management Plan	Shire of Wagin	St John WAPOL DFES SES Child Protection Education CBFCO Gt Southern DEMC OEM	Annual review of emergency plans and arrangements.
7.	Local Planning Scheme No 2	Requirement for new developments to complete a Fire Management Plan endorsed through the Dept of Fire and Emergency Services	Shire of Wagin	DFES	Where a Fire Management Plan has been endorsed by DFES and the Shire, the affected land owners will be responsible for the ongoing implementation of the "land owners' responsibilities" as specified in that Fire Management Plan.

8.	Total Fire Bans	Restriction of activities that may cause or contribute to the spread of a bushfire	Department of Fire and Emergency Services	LG	A Total Fire Ban (TFB) is declared because of extreme weather conditions or when widespread fires are stretching firefighting resources. A TFB is declared by DFES following consultation with the LG.
9.	State Planning Policy 3.7	Planning in Bushfire Prone Areas	Department of Planning	WA Planning Commission LG	Land developers are required to implement a Fire Management Plan to ensure risk is managed and other controls implemented and monitored.
10.	State-wide arson prevention program	Education and awareness campaigns exist across the state for arson.	WA Police Department of Fire and Emergency Services	LG	Participation as required. The Shire participates in campaigns for arson prevention.
11.	Bushfire Action Month	Public preparedness and education campaign	Department of Fire and Emergency Services	CBFCO, FCO, Rangers and the Public	During Bushfire Action Month, brigades and community groups hold a number of events across the State, to help you prepare your home and family ahead of the bushfire season. These events include street meets, property walk throughs and fire brigade open days where the community can speak to volunteer firefighters and <u>Bushfire Ready</u> groups about how to prepare for bushfires.
12.	Are you Ready Campaign	Community Engagement	WA Government	LG, Chief FCO, Rangers and the public	The key message of this campaign is - preparing for and responding to bushfires is a team effort and everyone needs to play their part www.areyouready.wa.gov.au
13.	The Principal's guide to Bushfire - Department of Education	All schools should include their plan for dealing with bushfire as a part of their governance documentation	Department of Education	DFES	

Multi agency work plans

1.	UCL / UMR Land Management	Preparedness, mitigation work conducted on lands owned by DoL and managed by DFES under an MOU	Department of Fire and Emergency Services – Narrogin District Office	LG, P&W, Local Brigades	Annual funding is allocated to UCL/UMR land within gazetted boundary with priorities identified in consultation with stakeholders and managed through DFES Narrogin Office
2.	Water Corporation Bushfire Risk Management Plan	Great Southern Region Annual Works Plan. Water Corp assets are managed / maintained at the regional level. Each asset has a management plan referred to as an SAP.* Watercorp has an agreement with DPAW for undertaking mitigation and land management activities on their estate.	Water Corporation	DFES, LG, DPAW	A plan is currently being developed. High risk areas are identified and treatments planned then completed. Treatments and risk assessments are available through Water Corp BRM department. Some high risk areas have been identified in the Shire to date. The Water Corp Plan will be aligned to this BRM Plan's risk treatment schedule. *The SAPs only address very basic maintenance (inc. firebreaks as per Firebreak notice but not fuel load

		Works include fuel load management on water reserves			management etc., however any treatments from BRMS would be put through the SAP in order to raise a works order.
3.	Western Power annual asset inspection and vegetation management program	Western Power Bushfire Plan	Western Power	DFES, LG, DPAW	Annual vegetation management and asset inspections are completed to ensure risk is managed. Full asset inspections are completed every 4 years.
4.	Department of Biodiversity, Conservation and Attractions	DBCA have a 6 season burn program that is published on their website. Yearly plans are available.	Department of Biodiversity, Conservation and Attractions.	LG, DFES, Local Brigades	The plans can be accessed via their website, by sharing shape files (GIS) and are communicated at Local BFAC, ROAC and other various meetings.
5.	Dept of Education Memorandum of Understanding	Coordination of bushfire risk management activities	Department of Fire and Emergency Services Department of Education	Wagin District High School	Wagin District High School is listed on the State Bushfire Zone Register and has been assessed as 'high' risk. An inspection of the school, in accordance with the Department of Education Bushfire Risk Strategy, is scheduled for 2019 – 2020. If hazards are identified prior to the inspection dates these can be raised with the Department of Education Bushfire Risk Management Team for early attention.
6.	Dept of Education – Bushfire Plan – Wagin District High School	A plan designed to assist staff to prepare for a total fire ban, catastrophic fire danger rating, or a bushfire.	Department of Education	DFES, LG	This plan was developed in accordance with the Emergency and Critical Incident Management Policy and the Principal's Guide to Bushfire with input from local emergency management agencies.
7.	MRWA Bridge assessment & maintenance works plan	As per MRWA Structures Inspection and Information Management Policy (2013) Ensure that all bridges, gantries, culverts and walls on the road network are kept in a safe condition with the most efficient use of resources.	Main Roads	LG	Bridges and culverts are critical assets in the road network, and represent a major investment of community resources. Because of their strategic function, any failure or load capacity reduction may limit or severely restrict traffic over a large part of the road network, with consequent inconvenience and economic loss. Walls and gantries are minor structures that too can have an impact on the road network. It is therefore imperative that these assets are properly managed to ensure they are maintained in a safe and serviceable condition.
8.	Australian Rail Corporation (ARC) – Strategic Bushfire Risk Assessment	This report identifies areas of high bushfire risk	ARC	LG, DFES	This document addresses bushfire related risk within the rail corridor lands that are managed by ARC under its lease agreement with the State Government. This includes a treatment schedule.

Add rows as required

Appendix C – Communication Plan

This Communication Plan supports the development, implementation and review of the Shire of Wagin Bushfire Risk Management (BRM) Plan. It should document the:

- Communication objectives.
- Roles and responsibilities.
- Key stakeholders engaged in the development of the BRM Plan and Treatment Schedule.
- The implementation and review of the BRM Plan including: target audiences and key messages at each project stage; communication risks and strategies for their management; and communication monitoring and evaluation procedures.

Communication objectives

The communication objectives for the development, implementation and review of the BRM Plan for the Shire of Wagin are as follows:

Example objectives are provided below. Insert additional objectives as required.

- Key stakeholders understand the purpose of the BRM Plan and their role in the BRM planning process.
- Stakeholders who are essential to the BRM planning process, or can supply required information, are identified and engaged in a timely and effective manner.
- Relevant stakeholders are involved in decisions regarding risk acceptability and treatment.
- Key stakeholders engage in the review of the BRM Plan as per the schedule in place for the local government.
- The community and other stakeholders engage with the BRM planning process and as a result are better informed about bushfire risk and understand their responsibilities to address bushfire risk on their own land.

Roles and responsibilities

Shire of Wagin is responsible for the development, implementation and review of the Communication Plan. Key stakeholders support the local government by participating the Communication Plan as appropriate. An overview of communication roles and responsibilities follows:

List the roles (not names) and their communication responsibilities.

- CEO Shire of Wagin is responsible for requesting OBRM endorse the BRM Plan.
- Director, Communications and Media Team Shire of Wagin is responsible for communication of the BRM Plan to the community.
- Bushfire Risk Management Planning Coordinator, Shire of Wagin is responsible for communication between the local government and the Department of Fire and Emergency Services.

Key Stakeholders for Communication

The following table identifies key stakeholders in BRM planning process, its implementation and review. These are stakeholders that are identified as having a significant role or interest in the planning process or are likely to be significantly impacted by the outcomes.

Stakeholder	Role or interest	Level of impact of outcomes	Level of engagement
Shire of Wagin	Significant role in plan and treatment development, implementation and review. Responsible for treatments as a land owner/manager.	High	Inform, consult, involve, collaborate and empower
Department of Fire and Emergency Services	Significant role in plan and treatment development, implementation and review. Support role in treatment Implementation.	High	Inform, consult, involve and collaborate
Office of Bushfire Risk Management	Significant role in plan development, implementation and review.	Medium	Inform, consult and collaborate
Department of Biodiversity, Conservation and Attractions	Significant role in plan and treatment development, implementation and review. Responsible for treatments as a land owner/manager.	High	Inform, consult, involve, collaborate and empower
Main Roads WA	Role in plan and treatment development, implementation and review. Responsible for treatments as a land owner/manager Critical infrastructure interest.	Medium	Inform, consult, involve, collaborate and empower
Telstra	Role in plan and treatment development, implementation and review. Responsible for treatments as a land owner/manager Critical infrastructure interest.	Medium	Inform, consult, involve, collaborate and empower
Department of Lands, LandCorp & Landgate	Role in plan and treatment development, implementation and review	Medium	Inform, consult, involve, collaborate and empower
Water Corporation & Department of Water	Role in plan and treatment development, implementation and review. Responsible for treatments as a land owner/manager. Critical infrastructure interest.	Medium	Inform, consult, involve, collaborate and empower

Department of Education	Role in plan and treatment development, implementation and review. Responsible for treatments as a land owner/manager. Critical infrastructure interest.	Medium	Inform, consult, involve, collaborate and empower
Private Land Owners	Role in plan and treatment development, implementation and review. May have responsibilities for treatments as land owners/managers	High	Inform, consult, involve, collaborate and empower
Western Power	Role in plan and treatment development, implementation and review. Responsible for treatments as a land owner/manager. Critical infrastructure interest.	Medium	Inform, consult, involve, collaborate and empower
Chief Bushfire Control Officer	Significant role in plan and treatment development, implementation and review	High	Inform, consult, involve, collaborate and empower
Bushfire Brigades and other Emergency Services Volunteers	Significant role in plan and treatment development, implementation and review	High	Inform, consult, involve, collaborate
Bushfire Advisory Committee, District Operations Advisory Committee & Local Emergency Management Committee	Role in plan development, implementation and review	High	Inform, consult, involve, collaborate
Landcare, Local Community Conservation Groups	Role in plan and treatment development, implementation and review	Medium	Inform, consult and involve
Traditional Owners, Gnaala Karla Boodja Regional Corporation, South West Aboriginal Land and Sea Council & Department of Aboriginal Affairs	Role in plan and treatment development, implementation and review	Medium	Inform, consult and involve
Wagin Community	Role in plan implementation and review	Low	Inform and consult

Communications log

This Communications log captures the communications with key internal and external stakeholders that occurred during the development of the BRM Plan and associated Treatment Schedule, or review of the BRM Plan (if relevant). Record any significant conversations, community engagement events, emails, meetings, presentations, workshops and other communication initiatives.

Timing of communication	Stakeholders	Purpose	Summary	Communication method	Lesson Identified	Follow up
Development of the BRM Plan						
When did this communication occur?	Who was the stakeholder or target audience?	What was the purpose of the communication?	What topics were discussed?	What communication method did you use?	Were there any issues or lessons identified?	Was there any follow up required?
Annually or as required	Shire of Wagin CEO, Senior Leadership Team and Council	• Inform and consult • Confirm accountability and responsibilities • Input into plan and treatments	Resource constraints could limit their ability to participate	• Email • Face to face meetings	• Clarify misunderstanding and intentions of plan • Express value of meeting	• Stakeholder's willingness to participate • Feedback on the presentation
Annually or as required	Shire of Wagin Building and Works	• Input into plan and treatments	• Limited time • Conflicting priorities	• Email • Face to face meetings • Phone	Plan meetings	• Stakeholder's willingness to participate • Contributions to treatment plan
Annually	Bushfire Advisory Committee (BFAC) and District Operations Advisory Committee (DOAC)	• Inform and consult • Confirm project objectives • Seek input into treatment plans • Project updates	Stakeholder's willingness to participate	• Face to face meeting • Presentation	• Preparation • Ensure current information on the BRM Plan • Project is available	Seek feedback on the presentation and (anecdotal) Community feedback
Quarterly	Local Emergency Management Committee (LEMC)	• Confirm project objectives • Seek input into treatment plans • Project updates	Stakeholder's willingness to participate	• Email • Face to face meetings • Presentation	• Preparation • Ensure current information on the BRM Plan	Feedback on the presentation
Quarterly or as required	Chief Bushfire Control Officer (CBFCO), Bushfire	• Confirm project objectives • Seek input into treatment plans	• Time constraints • No plan, unorganized	• Email • Face to face meetings	Clarify misunderstandings and intentions of plan	• Feedback • Support for • BRMP process

	Brigades, Brigade Captains	- and providing project updates - Identify Risk and share information	Availability of volunteers		- Confirm benefits - Preparation - Ensure current information on the BRM Plan - Project is available	Level of engagement
Biannually	Dept of Biodiversity, Conservation and Attractions	- Confirmation of environmental assets - Identification of DBCA burn plans - Confirming project objectives, seeking input into treatment plans and providing project updates - Development of treatment options	- Resource constraints could limit their ability to participate - Willingness to release 'confidential' data re environmental assets	- Face to face meetings - Email - Telephone	- Clarify misunderstanding and intentions of plan - Provide undertakings re the release of confidential data - Restrict release of information and document in plan	- Level of engagement - Environmental assets in - BRMS
Annually and as required	Stakeholders – Landowners / Land Managers	- Asset identification/confirmation - Outline BRMP process and objectives - Identify assets at risk - Identify existing controls/programs - Development of treatment options	- Level of interest and engagements in process - Lack of resourcing - Time constraints and travel	- Email - Face to face meeting - Telephone - Presentations - Community Engagement activities	- Select appropriate channel of communication - Prepare materials and good - Planning - Communicate funding opportunities when available	- Engagement and participation levels - Feedback - Contributions to treatment strategies
Annually or as required	Stakeholders – Others	- Asset identification/confirmation - Inform of BRMP process - Identify assets at risk - Identify existing controls/programs - Development of treatment options	- Time constraints and travel - Level of interest and engagements in process	- Email - Face to face meeting - Telephone - Presentations - Community Engagement activities	- Select appropriate channel of communication - Prepare materials - Plan communication	- Engagement and participation levels - Feedback

 Annually and as required	Landcare	• Confirmation of environmental assets Confirming project objectives • Seeking input into treatment plans • Providing project updates	Time constraints Level of interest and engagement in process	• Face to Face meetings • Email • Telephone	Prepare materials Plan communications	Engagement and participation levels Feedback
Annually and as required	Office of Bushfire Risk Management	• Compliance and governance • Plan endorsement	• Government funding • Government priorities • Identified non compliances	• Email • Face to face meetings	Stay up to date with process improvements	Plan endorsed
Bi-annually and as required	Dept of Fire and Emergency Services (DFES) – District/Regional Office	• UCL/UMR planned works • Identification of treatment strategies • Identification of other planned works • Sharing information • Identifying funding opportunities	• Time constraints • Conflicting priorities • Response obligations	• Email • Face to face meetings • Telephone	• Plan communications • Share information	• Other planned works identified • Funding opportunities identified • UCL/UMR treatments included on BRMS

Development of the Treatment Schedule

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Review of the BRM Plan (if relevant)

Add rows as required

Communication Plan

This Communication Plan outlines the key communication initiatives that will be undertaken during the implementation of the BRM Plan.

Timing of communication	Stakeholders	Communication Objective(s)	Communication Method	Key Message or Purpose	Responsibility	Identified Risks to Communication	Strategy to Manage Risks	Monitoring and Evaluation Method
Annually or as required	Shire of Wagin CEO, Senior Leadership Team and Council	1 – 3 & 5	- Email - Face to face meetings	- Inform and consult - Confirm accountabilities and responsibilities - Progress update - Issues identification and action planning	CEO or Delegate	- Time constraints - Availability - Lack of understanding - Budget (for LG mitigation)	- Planning and time management - Clear purpose - Targeted communication - Regular updates	- Feedback, Questions raised - Level of support received
Annually or as required	Shire of Wagin Building and Works	1 -3 & 5	- Email - Face to face meetings	- Reduction of fuel loads on LG managed lands - Upgrades to strategic firebreaks	CEO or Delegate	- Limited time, - Not preparing - Poor organization,	Clarify misunderstandings and intentions of	- Treatments applied - Positive feedback
Biannually or as required	LEMC, BFAC & DOAC, CBFCO, CAPTS	1 – 3 & 5	- Email - Face to face meetings	- Report on progress to plan - Report issues/constraints	CEO or Delegate	- Availability - Time 'Buy in'	- Collate data and report on success to plan - Compliance to plan - Keep informed	- Feedback received - Level of engagement - Issues identified and addressed
As per Section 7.2 of this plan	Stakeholders – Landowners /	1 – 3 & 5	- Email - Face to face meetings - Presentations	- Inform and consult - Confirm accountability	CEO or Delegate	- Availability - Time - Loss of commitment	- Planned sharing of information - Negotiations conducted	- Feedback - Commitment to implement agreed controls - Highly engaged

	Land Managers		• Community Engagement	- and responsibility • Status and progress of plan • Treatment status, gaps and issues to be addressed		• Access to treatment resources • Funding	• Communicate funding opportunities when available	• Treatments being completed
As required	Stakeholders – Others	1 – 3 & 5	- Face to face Presentations - Community Engagement - Telephone - Email	- Inform and consult - Confirm accountability and responsibility - Status and progress of plan - Treatment status - Gaps and issues to be addressed	CEO or Delegate	- Availability - Time - Loss of commitment	- Planned sharing of information • Negotiations conducted • Communicate funding opportunities when available	• Feedback • Commitment to implement agreed controls • Highly engaged • Treatments being completed
Annually or as required	OBRM, DFES District / Regional Office	1 – 3 & 5	• Face to face meetings • Email • Telephone	• UCL/UMR Management • Status and progress of plan • Treatment status, gaps and issues to be Addressed - Continuous improvement • Information sharing - Identification of other planned works • Identification of funding opportunities	CEO or Delegate	• Time • Conflicting priorities	Schedule communication opportunities	• Planned works identified • Improvements identified and implemented • Issues addressed

Annually	OBRM	1 – 3 & 5	Written report	• Governance and compliance • Continuous improvement	CEO or Delegate	• Time • Conflicting priorities	Plan communication	Compliance requirements met
Annually – ideally prior to fire season	Community	5	• Newsletter • Website • Facebook	Continuous improvement	CEO or Delegate	• Time • Conflicting priorities	Plan communication	Feedback received

Add rows as required

Appendix D – Annual review checklist

Annual review checklist to be completed and submitted to the Office of Bushfire Risk Management (OBRM) by 30 March every two years to maintain endorsement of the Bushfire Risk Management (BRM) Plan. This checklist is not required for the initial submission of the plan.

Correspondence

Cover letter from local government Chief Executive Officer or delegate to Director OBRM with this form completed and attached.

Bushfire Risk Management Plan

Chapter 1	BRM Plan objectives remain relevant.
Chapter 3	Content of the context statement reflects current factors affecting bushfire hazard and bushfire risk to the community, economy and environment.
Chapter 4-7	Figures and tables have been updated to reflect current data in Bushfire Risk Management System (BRMS).
Chapter 6	Treatment Strategy remains reflective of community values and strategic priorities.
Appendix B	Local government wide controls includes current treatment programs in local government area.
Appendix C	Communication Plan has been updated to include planned stakeholder engagement and communication activities for the next planning period.

Bushfire Risk Management System

All assets identified in the Local Government area have been mapped and risk assessed in BRMS.

All assets have had a risk reassessment completed in the last 2 years.

The treatment schedule includes planned treatments for at least the next 12 months.

6.2 AERIAL BOMBER WATER LOADING AT WAGIN AIRFIELD

OFFICER RECOMMENDATION

That the Local Emergency Management Committee NOTES that the Wagin Airfield has been designated as a location for aerial bomber water reloading

BACKGROUND/COMMENT

Shire Officers are pleased to report that following advocacy efforts through the Department of Fire and Emergency Services and Department of Biodiversity, Conservation and Attractions that the Shire of Wagin has been approved a site for aerial bomber water reloading.

This means that the water tank installed at the Wagin Airfield will be utilised for its intended purpose and improve fire response capability in the region.

To facilitate the designation, upgrades will be occurring to the taxiway. As some of this taxiway is on private land, agreement has been obtained from the landowner. There will also be upgrades to a culvert.

Officers are obtaining quotes for the required sealing which needs to be of a high enough standard to maintain its integrity under the load of aircraft and will be progressing this as a matter of priority pending Council's endorsement.

Training will be held on Friday, 31 October 2025 from 12pm – 2pm at the Wagin Airfield.

VOTING REQUIREMENTS

Simple Majority



6.3 LOCAL EMERGENCY MANAGEMENT COMMITTEE APPOINTMENTS

OFFICER RECOMMENDATION

That the Local Emergency Management Committee NOTES that appointments to the Committee in accordance with section 38 of the Local Government Act 1995 will be made by Council following the 2025 Ordinary Local Government Election

BACKGROUND/COMMENT

The Local Emergency Management Committee is established under section 38 of the *Emergency Management Act 2005*. Appointments to the LEMC are made by Council.

Following each election, local governments appoint members to committees and advisory groups. The next ordinary local government election will be held on 18 October 2025.

Appointments to the LEMC will be made by Council at a meeting following the election. This represents an opportunity to revise membership and while Council will make appointments, Officers encourage LEMC to provide the Shire with advice about the Committee's future composition.

VOTING REQUIREMENTS

Simple Majority



7. GENERAL BUSINESS

7.1 SHIRE OFFICER UPDATE

Funding application submitted to DWER for additional emergency water supply tanks – one at sportsground = 367,831 lt and 2nd at cnr of Harris and Warup rds = 110,000lt.

Plans to upgrade the meter box at the sportsground to allow installation of a generator change over switch and inlet plug are ongoing.

7.2 DEPARTMENT OF COMMUNITIES UPDATE

The Department of Communities has provided an update in the attached document.

8. CLOSURE



Local Emergency Relief and Support plan

Wheatbelt Region – Narrogin District

Supporting the Shires of Brookton, Corrigin, Cuballing, Dumbleyung, Kondinin, Kulin, Lake Grace, Narrogin, Pingelly, Wagin, Wandering, West Arthur, Wickepin, Williams Local Emergency Management Committee

Prepared by Department of Communities, Emergency Relief and Support

Tabled and accepted at the Local Emergency Management Committee on;

Shire of Brookton on 7 May 2025

Shire of Corrigin on 10 February 2025

Shire of Cuballing

Shire of Dumbleyung 27 March 2025

Shire of Kondinin

Shire of Kulin

Shire of Lake Grace 27 March 2025

Shire of Narrogin

Shire of Pingelly 26 March 2025

Shire of Wagin

Shire of Wandering 26 March 2025

Shire of West Arthur

Shire of Wickepin

Shire of Williams

12/2024

**For activation of Emergency Relief and Support
services for hazards defined under the WA Emergency
Management arrangements call
0418 943 835**

Activation summary

Alert – stage one

- The Hazard Management Agency (HMA) or Controlling Agency is responsible for placing the Department of Communities (Communities) and the relevant Local Government/s on alert.
- Communities may engage with the Local Government/s, HMA or Controlling Agency to advise of pre-emptive preparedness activities that would support an emergency response.

Activation for response – stage two

- Via the on-call number 0418 943 835, the HMA or Controlling Agency is responsible for activating the Local Emergency Relief and Support Plan (LERSP) arrangements, to enable emergency relief and support service delivery for the response to the identified hazard.
- This LERSP can be activated at any incident level. Activation of this LERSP will concurrently activate the State Support Plan - Emergency Relief and Support.
- The respective HMA or Controlling Agency Incident Controller is responsible for the decision to evacuate during an emergency. This includes selecting the evacuation centre(s), in consultation with Communities and the Local Government.
- Should the Local Government receive an evacuation centre activation request directly from the HMA or Controlling Agency, Communities must be informed via the on-call number 0418 943 835.
- The Local Government may be required to support the initial emergency relief and support service response and open an evacuation centre. Communities will discuss preparedness and planning arrangements with the Local Government.
- All emergency relief and support related media enquiries are to be directed to Communities' Media team by phone on 6277 5325, or by email on Media@communities.wa.gov.au.

Stand down – stage three

- The respective HMA or Controlling Agency Incident Controller is responsible for advising Communities to stand down.
- Emergency relief and support services may continue beyond this time, at the discretion of Communities.
- The Local Government is responsible for managing the overall recovery efforts affecting their community.
- When activated by the Local Government, Communities is responsible for supporting the recovery activities through the delivery of emergency relief and support services.

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Document control

Department of Communities is responsible for the development, maintenance and annual review of this Local Emergency Relief and Support Plan. This is completed in consultation with the Local Government and Local Emergency Management Committee.

Publication date	02 2025
Review date	January 2025
Owner	Executive Director, Emergency Relief and Support
Custodian	Assistant Director, Regional Preparedness and Coordination

Amendments

Version	Date	Author	Description
1	Month/year	[position title – not name]	
2	Month/year	[position title – not name]	
3	Month/year	[position title – not name]	

Document contact

Contact	ERSRegions@communities.wa.gov.au
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Acknowledgement of Country

The Department of Communities acknowledges the Aboriginal and Torres Strait Islander people as the traditional custodians of all the lands in Western Australia.

We recognise their continuing connection to their lands, waters and sky. We pay our respects to the Aboriginal and Torres Strait Islander people with whom we work, who we serve and protect. We also pay our respects to the Aboriginal and Torres Strait Islander cultures, and to their Elders past and present.

Introduction

The Department of Communities (Communities) is the support organisation responsible for providing and coordinating emergency relief and support services (previously welfare) for the 28 prescribed hazards, as specified in the emergency management legislation.

The Local Emergency Relief and Support Plan (LERSP) details the operational activities for the management and coordination of emergency relief and support services under the Local Emergency Management Arrangements (LEMA).

This LERSP is to be read in conjunction with the LEMA and [the State Support Plan - Emergency Relief and Support](#). This LERSP refers to a range of existing plans and documents relating to emergency relief and support services, including directions to websites and other sources where further information can be obtained.

Purpose

The purpose of this LERSP is to detail the activities for the activation and coordination of emergency relief and support services before, during and after emergencies within the Local Emergency Management Committee or Local Government boundary.

The objective of this LERSP is to outline:

- the activation, and stand-down protocols of Communities and partner agencies
- Communities' responsibilities for the preparedness, response and recovery coordination of emergency relief and support services and resources, and
- the responsibilities of partner agencies to support emergency relief and support service delivery.

Scope of activated services

Emergency relief and support services provide immediate and ongoing social supports to alleviate, as far as practicable, the effects on people impacted by an emergency. These are provided across six functional domains:

- **Emergency accommodation** - the provision of temporary shelter for impacted people evacuating from or displaced by an emergency.
- **Emergency food** – coordination of basic and essential food support for impacted people without the capacity to self-manage resulting from an emergency.
- **Emergency clothing and personal requisites** – coordination of basic and essential clothing, and personal items for emergency impacted people.
- **Emergency personal support services** – the provision of a variety of assistance for emergency impacted people. This can include early psychosocial support, practical assistance, and referral to advisory services, counselling or psychological services.
- **Registration and reunification** – the process of enabling emergency impacted people in a community to be traced and reunited with family and friends.
- **Financial assistance** – the coordination of financial assistance which, depending on the nature of an emergency, may be available to eligible impacted people affected by the event.

Levels of response

When activated, Communities utilises the Australasian Inter-service Incident Management System (AIIMS) model to support decision making and delivery of emergency relief and support services. This includes establishing a management structure designed to deliver the key functions of control, planning, operations and logistics.

Communities is responsible for determining and implementing the appropriate response operating model based on the scale of the emergency event. This approach involves conducting an assessment on the severity and specific requirements to decide the level of emergency relief and support services required.

Communities may undertake pre-emptive preparedness activities before an Australian Warning System (AWS) Alert is provided.

The potential or actual severity of the emergency events are broadly classified as:

- Level 1 – minor community and infrastructure impact, locally managed, supported by resources from the Local Government.
- Level 2 – medium complexity, locally managed, supported by resources from the region and if required State-wide resources.
- Level 3 – high complexity, centrally manage, supported by State-wide resources.

Via the Communities on-call number 0418 943 835, this LERSP can be activated at any level. Activation of the response arrangements in this LERSP, at any level will concurrently activate the State Support Plan - Emergency Relief and Support.

Depending on the nature of the emergency, and the scale of service demand, emergency relief and support services may be provided through the following approaches:

- remotely, by establishing the Disaster Response Hotline (1800 032 965)
- providing outreach via mobile teams for identified on-ground face-to-face support, or
- static service delivery from a designated physical location such as an evacuation centre or recovery hub.

The appropriate mode of delivery will be agreed in consultation with the HMA or Controlling Agency.

Partner agencies

Communities is responsible for identifying partner agencies at local and regional levels, capable of supporting a sustainable and scalable delivery of emergency relief and support services during the response and recovery stages of an emergency. Partner agencies may include other government, industry, and social sector organisations.

Communities is responsible for the costs associated with the delivery of emergency relief and support services, where a partner agency is engaged. Communities is not responsible for self-activated agency's costs during an emergency event.

Communities and partner agencies negotiate prior to activation for the required operating resources to deliver emergency relief and support.

State-level partner agency responsibilities supporting the delivery of emergency relief and support services can be viewed in the [State Support Plan – Emergency Relief and Support](#), appendix B.

Exchange of information

Communities may establish exchange of information agreements with HMAs, Local Governments and partner agencies. This is completed in preparation for an emergency response and recovery to ensure:

- disclosure and exchange of personal information of impacted people affected by an emergency.
- allows relevant information to be shared between HMA's, authorised officers and agencies for the purposes of emergency management.

Media enquiries and public information

All emergency relief and support related media enquiries are to be directed to Communities' Media team by phone on 6277 5325, or by email on Media@communities.wa.gov.au

The HMA or Controlling Agency is responsible for the public information management function. This includes preparing and distributing timely information and instructions in the relevant language(s) to identified cultural groups living within the Local Government.

Prevention and preparedness

Prevention

Prevention is defined as the mitigation or prevention of the probability of the occurrence of, and the potential adverse effects of, an emergency.

Communities does not have any assigned responsibilities for prevention.

HMAs are assigned responsibility for prevention within emergency management legislation. Other emergency management agencies may also undertake prevention activities.

Preparedness

Preparedness is defined as the 'preparation for response to an emergency'.

- **Communities** is responsible for undertaking emergency relief and support planning and preparedness activities to ensure efficient service delivery should this LERSP be activated. This includes an understanding of partner agency capabilities to support Communities when requested.
- **Partner agencies**, with support from Communities, are responsible for developing plans in readiness for response and recovery mobilisation.
- **Support organisations** providing support to people at higher risk during emergencies are responsible for the planning provisions to cater for their specific needs throughout the emergency, such as an evacuation.

- **Hazard Management Agencies** are responsible for emergency management preparedness activities for their prescribed hazards. Local planning arrangements are provided in the LEMA.

Pre-determined evacuation centres

Communities establishes evacuation centres as an emergency shelter option, from which to coordinate emergency relief and support services. These centres remain operational until alternative arrangements can be made for persons impacted by the emergency.

Communities is responsible for working cooperatively with the HMA, Local Government and LEMC members to identify suitable facilities that can be used as evacuation centres appropriate for hazards that are high risk to the region.

Communities, with support from the Local Government is responsible for conducting an annual risk assessment and audit of each pre-determined evacuation centre. The purpose of the audit is to identify evacuation centres that are appropriate for the hazard-specific risks relevant to the region and to identify opportunities for Local Governments to upgrade facilities to mitigate risks.

Pre-determined evacuation centres can be found in appendix A

Pre-positioning of emergency equipment

Communities is responsible for the placement of equipment and supplies to support an emergency event. Generally, this placement is aligned with an evacuation centre or Communities regional office location.

Communities is responsible for conducting an annual audit on pre-positioned emergency relief and support emergency equipment and supplies. This audit ensures that there is adequate fit for purpose stock, ready to be deployed quickly and efficiently in the event of an emergency.

Pre-positioned emergency equipment can be found in appendix B

Response

The *Emergency Management Act 2005* defines response, as combating the effects of an emergency, provision of emergency assistance for casualties, reduction of further damage, and help to speed recovery.

When activated, Communities is responsible for supporting the HMA or Controlling Agency through the coordination and delivery of emergency relief and support services to the community.

The HMA or Controlling Agency is responsible for the overall response in an emergency.

If requested by the Local Government, Communities can support with recovery activities.

Stages of response

Communities operates a graduated response model to determine and implement the appropriate scale of emergency relief and support services. This approach involves conducting a needs assessment to determine the specific requirements and level of services required.

As mentioned, this LERSP can be activated at any level. Activation of the response arrangements in this LERSP will concurrently activate the State Support Plan - Emergency Relief and Support.

Alert – stage one

- The HMA or Controlling Agency is responsible for placing Communities and the Local Government on alert.
- Communities may engage with the Local Government, HMA or Controlling Agency to advise of pre-emptive preparedness activities that would support an emergency response.

Activation for response – stage two

- Via the on-call number 0418 943 835, the HMA or Controlling Agency is responsible for activating the LERSP arrangements, to enable emergency relief and support service delivery for the response for the identified hazard.
- This LERSP can be activated at any incident level. Activation of this LERSP will concurrently activate the State Support Plan - Emergency Relief and Support.
- Formal written acknowledgement from the HMA or Controlling Agency is required to confirm Communities is being activated.
- Should the Local Government receive an evacuation centre activation request directly from the HMA or Controlling Agency, Communities must be informed via the on-call number 0418 943 835.
- The Local Government may be required to support the initial emergency relief and support service response and open an evacuation centre. Communities will discuss preparedness and planning arrangements with the Local Government.

Stand down – stage three

- The respective HMA or Controlling Agency Incident Controller is responsible for advising Communities to stand down.
- Formal written acknowledgement from the HMA or Controlling Agency is required to confirm this direction.
- Emergency relief and support services may continue beyond this time, at the discretion of Communities.

At-risk community groups

The HMA or Controlling Agency is responsible for directing organisations that support at-risk community groups to shelter in-place or evacuate.

Aligned with their organisation's own emergency activation plans, as a first option, support organisations are requested to evacuate to a similar facility in a safer location. Where required, Communities may be directed to support evacuated at-risk community groups.

Emergency accommodation

The respective HMA or Controlling Agency Incident Controller is responsible for the decision to evacuate during an emergency. This includes selecting the evacuation centre(s), in consultation with Communities and the Local Government.

Communities is responsible for coordinating and assessing the provision of temporary accommodation for people displaced by an emergency or evacuating from an emergency. Communities may utilise a range of emergency accommodation options to support people impacted by an emergency.

Expenses related to the activation of evacuation centres that are not approved by the HMA and/or Controlling Agency, will not be covered by Communities.

To ensure the safety of evacuees, staff and volunteers, Communities will not support the HMA/Controlling Agency to establish evacuation centres:

- in bushfire emergency warning areas, and will only establish evacuation centres in Bushfire Watch and Act areas, with Incident Controller confirmation it is safe
- if there are no safe access routes to the evacuation centres, and
- if there are structural and/or health concerns with the evacuation centre.

In circumstances where an evacuation centre is already established in a bushfire emergency warning area, in consultation with the Incident Controller, Communities will:

- conduct a risk assessment, and
- implement mitigation strategies.

In the event of an unusual damage claim resulting from the use of the facility as an evacuation centre, Communities will facilitate processes with the HMA/Controlling Agency to respond to the claim.

Alternate accommodation sites

In large scale state-level impact emergencies, local facilities may be inadequate to ensure the safety of all evacuees, staff, and volunteers. Communities is responsible for requesting the use of facilities from Local Governments or private owners to support impacted people from other Local Governments.

Animal welfare in emergencies

No pets or animals are allowed in an evacuation centre due to health and safety considerations, except for assistance animals, like guide and hearing dogs.

Owners or caregivers are responsible for their animals and are encouraged to make arrangements to ensure their welfare throughout all stages of an emergency.

The Department of Primary Industries and Regional Development has been assigned the role and responsibility for coordinating animal welfare services in emergencies. This is supported by the Local Government, where possible.

Further details can be found in the [State Support Plan – Animal Welfare in Emergencies](#) or the Local Animal Welfare Plan in the LEMA (if applicable).

Emergency food

The HMA or Controlling Agency may coordinate food security during an emergency event, such as where there is limited food access due to geographical isolation.

Communities is responsible for coordinating emergency food provision to people impacted by an emergency where emergency relief and support service delivery is activated. This does not include food provision to staff from other emergency management organisations or partner agencies.

Communities cannot accept food prepared by any person or organisation without a Food Handling Certificate issued by the Local Government.

Emergency personal support services

Communities is responsible for coordinating and connecting people impacted by an emergency to personal support services.

Emergency personal support services aim to assist impacted people to cope with the psychosocial, well-being, personal and practical needs following an emergency. These services can encompass a variety of supports to community and impacted people to build capacity and to complement natural supports.

Communities may engage partner agencies to support the coordination of services personal support to impacted people and communities.

Emergency financial assistance

Communities is responsible for coordinating and connecting eligible people impacted by an emergency to financial assistance and related services.

The below categories of financial assistance may be provided on a case-by case basis to people deemed eligible.

- **Immediate financial assistance** (Category 1) – non-means tested short term assistance provided to impacted people to buy food, clothing, and personal requisites. Category 1 financial assistance is capped at a nominal amount per person, per household and is provided to impacted people based on an assessment of need.

- **Temporary accommodation assistance** (Category 2) – non-means tested assistance provided to impacted people based on an assessment of need.
- **Essential household contents** (Category 3) – means tested assistance provided to impacted people, whose contents within their primary place of residence has been directly impacted by an emergency. This assistance is to maintain a basic standard of living by contributing towards the replacement of essential household items (e.g., cooking utensils, bedding, furniture, and whitegoods). This assistance is capped at a nominal amount, per household and may be provided to impacted people who are without insurance or underinsured.
- **Essential structural repairs** (Category 4) – means tested assistance provided to impacted home owner-occupiers to undertake essential repairs to their principal residences. This assistance enables the impacted person to make their home condition safe to inhabit. This assistance is capped at a nominal amount, per household and may be provided to impacted people who are without insurance or underinsured.

Emergency clothing and personal requisites

Communities is responsible for coordinating and connecting people impacted by an emergency to clothing and personal requisites. These services can encompass a variety of supports to community and impacted people to compliment natural supports.

Communities will coordinate and provide personal requisites when:

- impacted people do not have access to their own provisions, or
- impacted people cannot fund their own provisions due to financial restraints.

Communities is not responsible for the provision of medication or coordination of donated funds, goods and services.

Registration and reunification

The registration of impacted people in an emergency enables reunification with family and friends. Enquiries about impacted people can be coordinated, intrastate, interstate or internationally. To facilitate the reunification of impacted people, Communities may activate an appropriate system to facilitate registration and reunification services.

Communities will support the HMA or Controlling Agency to ensure appropriate public messaging is provided when activated.

Recovery

Recovery is defined in the *Emergency Management Act 2005* as ‘the support of emergency-affected communities in the reconstruction and restoration of physical infrastructure, the environment and community, psycho-social and economic wellbeing’. The recovery process begins as soon as the emergency impact occurs. Recovery operates in parallel to the response phase and may continue after the response phase is complete.

Under the *Emergency Management Act 2005*, Local Government is responsible for managing recovery following an emergency affecting their community. Local Governments

are guided by their Local Recovery Plans within their LEMA and may appoint a Local Recovery Coordinator. The Local Government may seek support from Communities during recovery.

When activated by the Local Government, Communities is responsible for supporting the recovery activities through the delivery of emergency relief and support services.

Approach to recovery

Communities' recovery activities are underpinned by the National Principles for Disaster Recovery. This is delivered across the social, built, economic and natural environments.

Communities operates within a scalable recovery model to determine and implement the appropriate level of emergency relief and support services required to respond to the needs of impacted people and community.

To support the needs of the community during large scale recovery programs, Communities emergency relief and support services may be funded under the Disaster Recovery Funding Arrangements.

Communities will undertake an evaluation of the effectiveness of recovery activities, including an assessment of preparedness activities for future impacts.

Cessation of recovery

Cessation of emergency relief and support services as part of a recovery program will be determined in consultation with the Local Government and may be dependent on community needs, access to other support services, impacted people and the community's resilience.

Appendices

A) Local evacuation centres

Name of centre	Capacity	Address	Contact	Comments
Shire of Brookton				
Primary WB Eva Pavilion	150	Brookton Highway, near Bodey Street Brookton	CEO 9642 1106, 0427 421 032	
Secondary Brookton Country Club	120	11207 Brookton Highway Brookton	Katrina Crute 0439 373 282	
Shire of Corrigin				
Corrigin Recreation and Events Centre	600	Larke Crescent, near Kirkwood St Corrigin	Shire 9063 2203, A/H 0427 425 727	
Corrigin Town Hall	400	21 Goyder St, near Campbell St	Shire 9063 2203, AH 0427 425 727	
Shire of Cuballing				
Primary Cuballing Recreation Centre (Oval)	100	Campbell St Cuballing	BH – Shire 9883 6031 AH – CEO 0427 836 031 CDO 0427 619 591	
Secondary Cuballing Agricultural Hall	150	191 Campbell St Cuballing	BH – Shire 9883 6031 AH – CEO 0427 836 031 CDO 0427 619 591	
Cuballing CWA Hall	60	Campbell Street Cuballing		
Secondary Dryandra Equestrian Centre	150	Darcy Street Cuballing	BH – Shire 9883 6031 AH – CEO 0427 836 031 CDO 0427 619 591	

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<u>Primary</u> Popanyinning Hall	100	Francis St Popanyinning	BH – Cuballing Shire 9883 6031 or Popanyinning General Store 9887 5033 AH – CEO 0427 836 031 CDO – 0427 619 591 Popanyinning General Store 9887 5033	
Shire of Dumbleyung				
<u>Primary</u> Dumbleyung Town Hall	260	32 Harvey Street Dumbleyung	Shire of Dumbleyung 9863 4012 CESM – Ryan Sutherland - 0436 668 242	
<u>Secondary</u> Dumbleyung Stubbs Park Pavilion	150	70 Bahrs Road Dumbleyung	Scott Jefferis - Dumbleyung Agricultural Society 9863 4154 Shire of Dumbleyung 9863 4012 CESM – Ryan Sutherland - 0436 668 242	
<u>Primary</u> Kukerin Town Hall	240	37 – 39 Scadden St, Kukerin	Shire of Dumbleyung 9863 4012 CESM – Ryan Sutherland - 0436 668 242	
<u>Secondary</u> Kukerin Nenke Park Pavilion	150	89 Bennett St, Kukerin	John Davidson - Kukerin Agricultural Society - 0429 831 030 Shire of Dumbleyung 9863 4012 CESM – Ryan Sutherland - 0436 668 242	
Shire of Kondinin				
<u>Primary</u>				

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Kondinin Memorial Hall	200	19 Jones Street Kondinin	Shire 9889 1006	
<u>Secondary</u> Kondinin Pavilion & Country Club	200	Gordon Street near Graham Street Kondinin	Shire 9889 1006 / CEO 0429 891 006/ Country Club Manager - Marg Pool - 0409 891 020	
<u>Secondary</u> Kondinin Primary School	120	75 Graham Street Kondinin	Principal 9889 1047	
<u>Primary</u> Karlgarin Hall	200	12 – 13 Melba Street Karlgarin	Jill Fotheringham - 9889 5054 Laurel Trestrail - 9889 5024	
<u>Secondary</u> Karlgarin Country Club	150	24 Federal Street Karlgarin	Club House 9889 5013	
<u>Primary</u> Hyden Recreation centre	150	Hyden Sports ground Brookton Highway Hyden	Hyden office 9880 5160	
<u>Secondary</u> Hyden Memorial Hall	250	80 Lynch Street near Marshall Street	Hyden office 9880 5160/Kondinin Shire 9889 1006	
<u>Secondary</u> Hyden Primary School	150	36 Naughton Street Hyden	Lauren Smart (Principal) 98805053 Carolyn Burns (Registrar) Melinda Ditchburn (Registrar)	
Shire of Kulin				
<u>Primary</u> Freebairn Recreation Centre	1500	24 Johnston Street near Kulin-Lake Grace Road Kulin	Kulin Shire - 9880 1204 Centre Manager - 9880 1000 A/H CEO Alan Leeson - 0497 801 204	
<u>Secondary</u> Kulin District High School	1000	Gordon Street near Day Street Kulin	School 9880 1264	

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Shire of Lake Grace				
Primary Lake Grace Sports Pavilion	300	Bishop Street Lake Grace	Shire of Lake Grace - 9890 2500 DCEO - 0400 631 052 CESM - 0436 668 242	
Secondary Lake Grace Town & Lesser Hall	350	Cnr McMahon and Bennett Streets Lake Grace	Shire of Lake Grace - 9890 2500 DCEO - 0400 631 052 CESM - 0436 668 242	
Newdegate Indoor Recreation Centre	300	Waddell Drive Newdegate	Shire of Lake Grace - 9890 2500 DCEO - 0400 631 052 CESM - 0436 668 242	
Lake King Hall	160	Newdegate - Lake King Road Lake King	Shire of Lake Grace - 9890 2500 Anna Scheeber - 0439 937 733	
Lake King Pavilion	120	Newdegate - Lake King Road Lake King	Shire of Lake Grace - 9890 2500 Anna Scheeber - 0439 937 733	
Varley Hall	160	Thomas Street Varley	Shire of Lake Grace - 9890 2500 DCEO - 0400 631 052 CESM - 0436 668 242	
Varley Sports Pavilion	80	Carstairs Road Varley	Shire of Lake Grace 9890 2500	
Shire of Narrogin				
Primary Narrogin Regional Leisure & John Higgins community Complex	1000	Clayton Road Narrogin	Shire 9890 0900 CEO 0437 698 912 Rec Centre 9881 2651 Rec Ctr Manager Brendan Firman	

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Primary Narrogin Senior High School	600	Cnr Homer and Grey Street Narrogin	School Admin 9881 9300	
Secondary Narrogin Town Hall	600	Federal Street Narrogin	Shire 9890 0900 CEO 0407 522 297	
Shire of Pingelly				
Primary Pingelly Recreation & Cultural Centre	1900	Lot 201 (4) Somerset St Pingelly	Shire 9887 1066, 0427 852 426 (Centre 9887 0092, when in use) Manager 0497 009 277	
Shire of Wagin				
Primary Wagin Recreation Centre/ Sports Pavilion	500	Ballagin Street Wagin	Shire 9861 1177 Bill Atkinson 0429 611 177	
Secondary Wagin Town Hall	100	Tavistock Street Wagin	Shire 9861 1177 Bill Atkinson 0429 611 177	
Shire of Wandering				
Secondary Wandering Community Centre	300	11 Down Street Wandering	Shire 9884 1056 CEO Alan Hart 0448 729 049	
Shire of West Arthur				
Primary Darkan Town Hall	300	Cnr Hillman Street and Butler Street	Shire office - 9736 2222 CEO – Nicole Wasmann – 97361222 hm Mobile - 0427 900 563	

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Darkan Sport and Community Centre	150	Memorial Drive Darkan	CEO - Nicole Wasmann – 97361222 hm Mobile – 0427 900 563. Golf Club - Judy Wunnenberg - 9736 1161	
Duranillin Hall	150	Horley Road	Contact Shire 9736 2222 Dura Agencies 9862 9046 Hall Committee - Robyn Quill 9862 9010	
Moodiarrup Sports Complex	175	Arthur River - Boyup Brook Road Moodiarrup	Contact Shire - 9736 2222 Janette Whitaker – 9863 1056	
Arthur River Hall	250	Albany Highway	Hall Committee - Lisa Saunders 9862 6095 0427 626 078	
Arthur River Country Club Inc	100	East Arthur Road Arthur River	Hall Committee - Lisa Saunders 9862 6095 - 0427 626 078	
Shire of Wickepin				
<u>Primary</u> Harrismith Golf Club	100	Wickepin Harrismith Road Harrismith	Shire 9888 1005 A/Hrs Mark 0429 207 855	
<u>Primary</u> Wickepin Community Centre	500	Corner Johnson Street and Campbell Street Wickepin	Shire 9888 1005 A/Hrs CEO - 0429 207 855	
<u>Yealering Hall</u>	190	Wickepin Corrigin Road Yealering	Shire 9888 1005 0429 207 855 Yealering Shop - 9888 7106	

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			Yealering Ag Parts - 9888 7095 or 0428 881 018	
Shire of Williams				
Primary Williams Main Hall & RSL Hall	270	9 Brooking Street Williams	CEO Geoff 9885 1005 - 0429 900 005 Britt Logie - 0428 851 357	
Secondary Williams Recreation Grounds Pavilion		Albany Highway Williams	CEO Geoff 9885 1005/ 0429 900005 Britt Logie - 0428 851 357	
Secondary Convention Centre (Earnshaw)	600	853 Williams Darkan Road Williams	CEO Geoff 9885 1005 – 0429 900 005 David Earnshaw - 0427 950 835	

B) Communities' pre-positioned equipment

Storage option	Address	Access / comments
Evacuation Centre - Narrogin Regional Leisure & John Higgins community Complex	Clayton Road Narrogin	20 air mattresses, 25 blankets, 10 sleeping bags, 20 dental kits, 20 shampoo and conditioner and 20 shower gels.



Emergency Relief and Support

LEMC REPORT FOR DISTRIBUTION

1st Quarter 2025 – 2026

Regional Emergency Relief and Support contact	
Activation of Emergency Relief and Support (ERS) services is via Communities Emergency Operations Coordinator (EOC) M: 0418 943 835 and Email: emergencyservices@communities.wa.gov.au	
Regional Officer:	Joanne Spadaccini – 0429 102 614
Regional Coordinator:	Michael Phillips – 0455 560 041
Regional Manager:	Mark Schorer – 0429 108 226
Regional Specific Update	
•	
ERS Preparedness	
• In 2015 the State Emergency Management Committee (SEMC) identified a policy gap regarding medium to long-term emergency accommodation. • The State Support Plan – Emergency Relief and Support outlines Communities' responsibility for emergency accommodation. • State and local government agencies have coordinated medium to long-term accommodation solutions for impacted residents following more recent events, however the State Emergency Management Framework does not prescribe a responsible agency for medium to long-term emergency accommodation. • In 2024, Emergency Relief and Support and DFES Recovery coordinated a multi-agency working group to improve the State's capability and preparedness in providing post-disaster accommodation • Communities is coordinating a sub-project to progress and define a state policy position for medium to long-term temporary accommodation.	
Response	
•	

Recovery**Kimberley Floods Recovery Program**

ERS continues to engage with stakeholders, impacted community members and local Aboriginal organisations and community leaders to address recovery concerns and provide support regarding the return to home journey process.

Local Emergency Management Committee
Department of Fire and Emergency Services
District Officer Narrogin

Update

- **Storm Response** - With Storm Season being upon us – Emphasis on storm awareness and ensuring LGs have storm preparedness and response in mind. Some key information to circulate in the season would be the changes to the Australian Warning System around Storm and Flood. As well as the SES line, when to call the SES for assistance. Also ensure you have a communication strategy in place in the event of power outage and communication outage. State Emergency Service Number on **132 500**
- **Emergency WA** – Use Emergency WA as your source of Truth for Incident Information. Stay up to date with [Emergency WA](#), with the New Emergency WA App now available on IOS and Android devices. Allowing you to stay up to date with real-life live data and updates. Able to set watch zones and receive updates if an incident occurs nearby.
- **Training Calendar** – The Upper Great Southern DFES Training Calendar, has all but wrapped up and the 2026 calendar is in development expected by Dec 2025.
- **Leadership Forum** – The UGS Region held the annual Leadership forum on the 2nd of August 2025 this event went well, and it was an important investment in our Brigades and Units as it improves all aspects of the Prevention, Preparedness, Response and Recovery. We had key guest speakers from around the state attend. We had around 50 leaders attend from around the Upper Great Southern Region, from a mix of services from VFRS, VFES, BFB, and SES.
- **Incident Management Training** – Incident Controller Level 1, we are running a 4 day course that requires significant pre-requisites and investment for brigade leaders across the region, this is planned over 2 weekends in October, it will significantly boost our regions capability to respond and manage incidents locally.
- **Emergency Planning** - We are encouraging stakeholders to review and test their local emergency response plans around Bushfire, Storms and Power/Communication Outages in preparations for the current Storm Season and transition into Bushfire Season.
- **Regional Duty Coordinator** – The DFES UGS Regional Duty Coordinator or RDC is On call 24/7 365 days a year, available to all Key Stake Holders, and Response agencies. Bushfire Brigades and Local Governments are encouraged to contact the RDC if they require assistance at incident, such as Air Support, Machinery Support, additional resources and Officer attendance. Stakeholders are encouraged to contact the RDC should they need local information, for example should a School cancel their bus route due to an incident nearby. Please note, the RDC does not replace 000 or the DFES Comcen.
 - **DFES UGS RDC – 1800 865 103**
- **Regional Storm Exercise** – The Regional Storm Exercise was held in Kulin on the 30th of July, Good attendance from LGs and Agencies, with attendance from Kulin LG, Wickepin LG, Lake Grace LG, Wandering LG, Water Corp, Main Roads, Dept Communities, Dept Health, WAPOL, Kulin VFRS, and DFES. Some key points from the day



Local Emergency Management Committee
Department of Fire and Emergency Services
District Officer Narrogin

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

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

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



Local Emergency Management Committee
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Update

Location:	Use	Requirements:	Considerations:
Incident Control Centres (ICC)	- Location for the Incident Management team to operate from - May also be used to stage appliances, vehicle and services	- ICT – Printer - Wifi/Internet (Starlink) - Back-up Power - Whiteboards or open walls - Spaces for break out rooms	- This should not be the same location as the Evac Centre and ideally not the same location as the ISG Meeting location. - Should have one or two options per LG (Ideally)
Staging Areas / Operations Point (Ops Point)	- Is a separate location to stage appliances, and run the operations from	- Large open area with good access (generally an oval) - Radio Communications (Ideally) - Internet and phone reception (ideally)	- An Ops point is not always required, will depend on incident scale - This should not be the same location as the Evac Centre - Access for vehicles and appliances is essential
Incident Support Group Meeting (ISG)	- Location to hold an Incident Support Group	- Web Call / Zoom / Teams functionality - Meeting room	- This should not be the same location as the Evac Centre - Not the same location as the ICC (Ideally)

Upcoming

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

The sessions will start around 1230hrs with a BBQ lunch to allow that pre-season networking opportunity before the presentations and concluding around 1630-1730hrs

Please RSVP your attendance for catering purposes to narroginreception@dfes.wa.gov.au or on 6832 3110 prior to 13 October 2025.

- **HAZMAT Drill** - Sunday 14th Sept @ 0900-1130hrs we ran a regional capability drill with the Volunteer Fire and Rescue from across the UGS Region and Narrogin Regional Leisure Centre.



Local Emergency Management Committee
Department of Fire and Emergency Services
District Officer Narrogin

Regional Leisure Centre Staff Objectives

1. Practise **identifying and reporting HAZMAT indicators** (e.g., chemical smells, spills, symptoms).
2. Demonstrate **clear and structured handover of incident information** to arriving emergency services, including: Location and nature of the hazard, Number and condition of affected individuals, Initial containment actions taken
3. Test **internal evacuation and lockdown procedures** in response to a HAZMAT scenario.

VFRS Objectives

1. Practise **establishing Hot, Warm, and Cold Zones** in accordance with HAZMAT containment protocols.
2. Conduct **safe retrieval and decontamination of affected individuals** from the Hot Zone.
3. Test **deployment of HAZMAT equipment**, including PPE, containment barriers, and decontamination stations.
4. Coordinate with Leisure Centre staff and other emergency services to ensure **scene safety and operational efficiency**.

SJA and WAPOL have been participated well, despite rain there were many interoperability lessons learnt across agencies that are applicable to the region. Understanding the support WAPOL can give and how closely they can work with Main roads, use of Emergency WA app and ERG apps, understanding decontamination processes and handovers between agencies.

This was a key drill for us as the increase of large commercial infrastructure in the region and the changing landscapes of renewables and carbon farming intersects business and response operations. **Understanding emerging risk and changing landscape will be key in all LEMC's.**

NOTE: Change in State Hazard Plan Fire - <https://www.wa.gov.au/government/publications/state-hazard-plan-fire> Key notes are clarity around transfer of control, training standard recommendations, Land Tenure linked agency responsibilities. The State Hazard plan fire is reviewed every 5 years. This review has simplified the layout and worked to be easier to read.

Welcome – Stacey Sinclair joins the Narrogin Office as the District Officer Emergency Management across the Upper Great Southern and Great Southern Regions. Stacey comes with a wealth of experience in exercising and country operations and is a welcomed addition to the team. She is based in Narrogin and will be part of our Duty Co-Ordinator roster.

Kind regards,

Gavin Stevens - District Officer Narrogin

0427 580 481

DONarrogin@dfes.wa.gov.au



Government of Western Australia
Department of Fire & Emergency Services

