



MINUTES

SHIRE OF JERRAMUNGUP

LOCAL EMERGENCY MANAGEMENT COMMITTEE (LEMC)

10 MARCH 2025

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MINUTES OF A MEETING OF THE LOCAL EMERGENCY MANAGEMENT COMMITTEE HELD IN THE BREMER BAY VOLUNTEER FIRE AND EMERGENCY SERVICES BUILDING MEETING ROOM ON MONDAY, 10 MARCH 2025, COMMENCING AT 12.08PM.

1. Opening and Welcome

The meeting was opened at 12.08pm by the Chairperson.

I would like to begin today by acknowledging the Goreng people who are the Traditional Custodians of the land on which we meet and pay my respects to the Elders both past and present.

2. Attendance and Apologies

2.1. Attendance

Cr Joanne Iffla, President, Shire of Jerramungup (Chairperson)

Daniel Biddulph, Bushfire Risk Mitigation Coordinator, Shire of Jerramungup

Sergeant Stuart Kerr, WA Police – Jerramungup

Constable Scott Smith, WA Police – Jerramungup

Dean Fasolo, Community Paramedic, St John Ambulance

Kevin Cropper, WA Country Health Services

Janna Cheshire, Community Emergency Services Manager, Shire of Jerramungup/DFES

Gareth Evans, Water Corporation

Danielle Wisewould, St John Ambulance

Sean Winter, Cultural and Statutory Fire Coordinator, Wagyl Kaip Southern Noongar Aboriginal Corporation

Via TEAMS:

Stephen Petersen, District Officer, Department of Fire and Emergency Services (DFES)

Vivienne Gardiner, Regional Coordinator, Department of Communities

John Paul Collins, Department of Primary Industries and Regional Development (DPIRD)

2.2. Apologies

Alex Jones, Chief Bushfire Control Officer, Shire of Jerramungup

Andy Boutell, Telstra

Dawn Chadwick, Chair St John Ambulance Jerramungup Sub Centre

Cr Julie Leenhouders, Deputy Shire President, Shire of Jerramungup

Martin Cuthbert, Chief Executive Officer, Shire of Jerramungup

Charmaine Wisewould, Deputy Chief Executive Officer, Shire of Jerramungup

Micheal Batchelor, Captain, Bremer Bay Volunteer Emergency Services

Jason Willcocks, Commander, Bremer Bay Volunteer Marine Rescue

Matt Prophet, Department of Biodiversity Conservation and Attractions (DBCA)

Charlotte Powis, Great Southern District Emergency Management Advisor, DFES

Anthony Armstrong, Jerramungup Volunteer Fire and Emergency Services

Roy Parsons, Regional Manager, DFES

3. Disclosure of Interests

Identify real, perceived, or potential conflicts of interest experienced by any member in relation to the items on the agenda. These should be declared now and if possible, raised with the Chair prior to the meeting to determine the appropriate way to manage the conflict.

4. Guest Presentations

4.1. Sean Winter, Cultural and Statutory Fire Coordinator, Wagyl Kaip Southern Noongar Aboriginal Corporation

- In return for giving up Native Title rights, the Indigenous Land Use Agreement was developed.
- Approximately 100,000ha will be returning to indigenous management, a big chunk of this is in the Shire of Jerramungup, mostly Unallocated Crown Land.
- Management of the land is a statutory requirements.
- Cultural burning programs will be implemented. Hoping to dovetail in with other tenure-blind areas.
- Can assist with bushfire incidents which impact on Aboriginal land estate, and in particular cultural heritage sites.
- Aboriginal Heritage Register is the source of truth for information.
- Intending to be good neighbours, look after the land properly and work with other agencies.
- There is a lot of country returning to indigenous management, these will be taken on a few areas at a time
- Country includes a large area in northern part of Shire of Jerramungup, which is a combination of freehold and Reserves.
- Other land with potential to be returned to aboriginal management includes an area north of Bremer Bay, some areas adjacent to the Fitzgerald River National Park (managed jointly with DBCA), Dillon Bay, and some Boxwood Hill land parcels.
- Contactable and available when required, can sit in an IMT.
- Likely to eventually have a Ranger group based in the Shire, but everything will take time to implement.
- Background in fire as a volunteer and DCFCO in the Shire of Kalamunda.

5. Confirmation of Meeting Minutes

Moved by Stuart Kerr Seconded by Dean Fasolo

The Committee **approved** the Minutes of the Shire of Jerramungup LEMC meeting held on 9 December 2024.

CARRIED

6. Review of Action List and Business Arising

Item	Owner	Status
Setting up Teams group	CESM	completed
Updating WhatsApp contact details	CESM	completed
Provision of map showing contaminated gravel pit	DCEO	completed
LEMC Desktop Exercise	DFES DO Esperance Urban	Scheduled for 4 th quarter LEMC meeting

7. Correspondence

7.1. Correspondence In

- 7.1.1. Round 3 Disaster Ready Fund now open – Charlotte Powis, DFES
- 7.1.2. Update on A/DON -HSM for WACHS – Kevin Cropper, WACHS
- 7.1.3. Update on upcoming change in staffing – Matt Prophet DBCA
- 7.1.4. Unsuccessful application for Western Power Bushfire Volunteers Grants Program 2024/2025 – Lorraine Webster, Bushfire Volunteers
- 7.1.5. State Recovery Arrangements in the State Emergency Management Framework – Kylie, DFES

7.2. Correspondence Out

- 7.2.1. Updated LEMA and Recovery Plan for SEMC meeting – Janna Cheshire, Shire of Jerramungup

7.3. Information tabled.

- 7.3.1. Mobile coverage at regional surf beaches set to expand - Media Statement Cook Government
- 7.3.2. Local commitment announcement: Election promise \$1.5M for Bremer Bay Emergency Services Precinct – Peter Rundle MLA
- 7.3.3. Seasonal Bushfire Outlook Autumn 2025 – AFAC

Moved by Danielle Wisewould Seconded by Daniel Biddulph

That the inward correspondence be received and the outward correspondence be endorsed.

CARRIED

8. Review of LEMC membership and contact list updates

Please advise Janna of any changes required to TEAMS and WhatsApp groups.

9. Local Emergency Management (standing items)

9.1. Post Incident Reports – discussion and note any outcomes to be actioned.

- 9.1.1 Native Dog rescue – Action items: Reviewing/ installing enhanced warning signage and additional life buoys. Update: four additional life buoys have been ordered, two for Native Dog Beach and two across Blossoms Beach. Have spoken with DBCA with regard to signage, as they have coastal hazard signage across the State. We are going to use a sign used in the Shire of Augusta-Margaret River, which is a common red and yellow sign with warning symbols and standardised messages. In addition, a strong rip warning sign – lives have been lost at this location will be installed.
- 9.1.2 Warramurrup Road fire – Action items: Clarification on how to officially request Police and Ambulance assistance. Update: Awaiting feedback. Procurement of tablets and mapping software (subject to funding). Update: Will be purchased next financial year. Development of Operational Pre Plan (OPP) for Point Henry. Update: See 11.1. May be a funding opportunity for iPads through LGGS.

9.2. Post Exercise Reports – discussion and note any outcomes to be actioned.

9.3. Exercise – discuss objectives, scenario, and dates. Steve Peterson will provide details at 11.1.

9.4. Review Local Emergency Management Arrangements – updates as required.

9.5. Risk Management update – monitor and review, emerging risks, mitigation. Ongoing updates will be provided.

9.6. Review LEMC business plan – monitor progress.

9.7. Review funding opportunities.

10. Agenda Items

Nil.

11. Agency/Member Reports

Members to consider:

- Capability and limitations for the coming season (resources/staffing)
- Any known emerging risks
- Any scheduled exercises
- Outcomes or lessons learnt from any incidents or exercises
- Priorities for the next three months

11.1. District Officer GS Region, Department of Fire and Emergency Services - Stephen Petersen

Will be visiting Bremer Bay next week to meet with Janna (CESM), Alex (CBFCO) , Roy (AO Rural) ,Shire staff and VFES captain and 1st LT to start a process of Operational Pre Plan. This will involve establishing a pre-determined set of actions for a fire in Point Henry, which can be developed using some templates which will be provided. Will also include setting up some predetermined advice messages for various scenarios which can be published on the Emergency WA app so people can be informed as quickly as possible.

11.2. Department of Communities - Vivienne Gardiner

With regard to the endorsed Local Emergency Relief Support Plan, would the Shire of Jerramungup like to include:

- Albany Leisure and Aquatic Centre (ALAC)
- Any neighbouring Shires?

Agreed that ALAC and the Shire of Ravensthorpe could be added in, for endorsement at the next meeting.

The Shire of Gnowangerup is proposing to add the Shire of Jerramungup into their Plan. Vivienne to email the Shire of Jerramungup CEO/DCEO to confirm agreement with this proposal.

11.3. Department of Primary Industries Regional Development – John Paul Collins

- Written report attached to Minutes.

11.4. WA Police – Sergeant Stuart Kerr

- The Police are teaming up with DFES to consider evacuation plans for beaches/coastal areas. Some capability with aircraft is available. Communication plans are being reviewed and trialling emergency radio channels. First responders can often get to casualties but can't get them out.
- Policing with a strong focus on roads.

11.5. Community Paramedic, St John Ambulance – Dean Fasolo

- Stuart covered most at 11.4. Communications definitely something that needs fixing. Very beneficial, was good to see what's out there.
- St Johns will have extra staff over the April holidays, including Easter.
- New Emergency Services building planning continues to progress.
- Training is the main focus at the moment.

11.6. St John Ambulance – Danielle Wisewould

- Jerramungup VFES recently conducted road crash rescue training which was attended by some Bremer volunteers. Aiming to have some combined VFES/St Johns training to improve understanding of how to work together smoothly during major road crash by the end of April/early May. Police welcome to be involved.

11.7. Deputy Chief Bush Fire Control Officer – Anthony Thomas

- Written report attached to Minutes.
- Noted that traffic control during high visitor numbers is very hazardous during early stages of an incident.

11.8. WA Country Health Service – Kevin Cropper

- Struggling with staffing levels – there is a revolving door of nurses. Trying to implement a plan to improve this situation, however nursing levels around the State are an issue.
- Tested communications when the mobile network went down, the satellite phones worked okay.
- An additional nurse will be stationed in Bremer Bay during the Easter holidays.

11.9. Bushfire Risk Mitigation Coordinator, Shire of Jerramungup – Daniel Biddulph

- Funding has been approved for the 2024/25 Bushfire Risk Mitigation Program. Tender is currently advertised.
- Application for three year Mitigation Activity Funding has been lodged with DFES, with aim to continue mitigation program.
- Seasonal outlook is for a drier autumn, so hazard reduction burning will be as season dictates. Resources will be needed from local Brigades.

11.10. Community Emergency Services Manager, Shire of Jerramungup/DFES – Janna Cheshire

- Liaising with Roy Parsons, from DFES, in relation to the Emergency Response Plan, Communication Plan, Multi-agency access capabilities, mapping and zoning of areas, how best to respond to emergencies and recoveries.
- Will be working on the Operational Pre Plan with Steve Petersen.
- Organising emergency training for a range of groups.
- Seasonal bush fire outlook for autumn was distributed with the Agenda.

11.11. District Emergency Management Advisor, DFES – Charlotte Powis

- Written report attached to Minutes.

11.12. Area Officer Rural, DFES – Roy Parsons

- Written report attached to Minutes.

11.13. Shire President, Shire of Jerramungup – Cr Joanne Iffla

- Expressed gratitude and thanks to everyone who contributed over this busy period.
- Showed that if the WhatsApp message is sent out early, relevant people can get around the table really quickly.
- Fire pits have been discussed informally by Council and will be considered further.

12. General Business

- Stuart requested that Police be involved in the Point Henry Operational Pre Plan.
- Next meeting is 9 June 2025 in Jerramungup and an exercise is scheduled.

13. Next Meeting**13.1. LEMC calendar**

Date	Activity	Venue	Comment
9 June 2025	LEMC Meeting	Jerramungup CRC	4 th quarter

Proposed future meeting dates/ venues to be confirmed by the committee:

Date	Activity	Venue	Comment
8 September 2025	LEMC Meeting	Jerramungup CRC	1 st quarter
8 December 2025	LEMC Meeting	Jerramungup CRC	2 nd quarter
9 March 2026	LEMC Meeting	Bremer Bay VFES	3 rd quarter
8 June 2026	LEMC Meeting	Jerramungup CRC	4 th quarter

Moved by Janna Cheshire Seconded by Dean Fasolo

That the proposed future meeting dates as listed above for the next four meetings of the Local Emergency Management Committee be confirmed.

CARRIED

14. Meeting Closure

The chair closed the meeting at 1.09pm.