



Local Emergency Management Committee Meeting

14 June 2023

Commencing at 10.30am

AGENDA

The next Local Emergency Management Committee Meeting will be held at the Shire of Toodyay Council Chambers, 15 Fiennes Street, Toodyay WA 6566 on the abovementioned date and time.

Members are requested to familiarise themselves with the Agenda and prepare notes to help address key issues for the debate during the Meeting.

Members are requested to email questions via email at ceo@toodyay.wa.gov.au at the earliest opportunity so that Officers can respond to those questions prior to the Meeting.

Tabitha Bateman

ACTING CHIEF EXECUTIVE OFFICER



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ATTACHMENTS are included with this Agenda and **confidential attachments** will be emailed and/or provided separately to members of the Committee under separate cover.

1 DECLARATION OF OPENING

1.1 ANNOUNCEMENT OF VISITORS

1.2 RECORD OF ATTENDANCE AND APOLOGIES

1.3 DISCLOSURE OF INTEREST

2 MINUTES AND ADDITIONAL INFORMATION

2.1 CONFIRMATION OF MINUTES

Minutes of Meeting held on 8 March 2023

OFFICER'S RECOMMENDATION

That the Unconfirmed Minutes of the Local Emergency Management Committee Meeting held on 8 March 2023 be confirmed.

2.2 REVIEW OF STATUS REPORT

2.2.1 Unconfirmed Minutes and the Updated Status Report

Attachments:	<ol style="list-style-type: none">1. Extract of 8 March 2023 LEMC Unconfirmed Minutes; ↓2. LEMC Status Report; and ↓3. Committee Member Reporting Form. ↓
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The extract of the LEMC Minutes from 8 March 2023 are provided for confirmation purposes.

The LEMC Status report is provided for review.

The Committee Member Reporting Form is provided with this agenda, and separately via email for members to complete upon receipt of the Agenda for the committee meeting, and email completed forms to execsec@toodyay.wa.gov.au

Please note that once the meeting is held, the title of this report will change to say update of the Status Report, in the minutes of the meeting.

LOCAL EMERGENCY MANAGEMENT COMMITTEE MEETING
MINUTES

8 MARCH 2023

1 DECLARATION OF OPENING

Cr S Pearce, Chairperson, declared the meeting open at 10.36 am.

1.1 ANNOUNCEMENT OF VISITORS

Nil.

1.2 RECORD OF ATTENDANCE AND APOLOGIES

Primary Members

Cr S Pearce	Councillor (Chair)
Cr M McKeown	Councillor
Sgt. K French	Police Officer in Charge - Toodyay
Mr R Koch	Deputy 2 CBFCO / CESM
Mrs E Francis	Emergency Management Officer
Ms Y Grigg	District Emergency Management Advisor (DEMA)

Deputy Members

Mrs T Bateman	Deputy Local Recovery Coordinator/Manager Corporate and Community Services (via zoom)
Mr W Sutton	Deputy Welfare Liaison Officer

Staff

Mrs M Rebane	Executive Assistant
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Visitors

Nil

Apologies

Mrs T Prater	Deputy Welfare Liaison Officer/Deputy Local Recovery Coordinator
Mr S Greenan	St John Ambulance Community Paramedic
Mr P Hay	DFES District Officer
Ms J Spadaccini	District Emergency Services Officer - Wheatbelt (Department of Communities)
Ms M Bernasconi	Silver Chain Service Coordinator Representative
Mr H de Vos	Deputy Local Recovery Coordinator/Manager Development and Regulation
Mr A Smith	District Officer Natural Hazards
Cr C Duri	Councillor
Mrs N Rodger	Deputy Welfare Liaison Officer

1.3 DISCLOSURE OF INTEREST

The Chairperson advised that no disclosures of interest in the form of a written notice had been received prior to the commencement of the meeting.

**LOCAL EMERGENCY MANAGEMENT COMMITTEE MEETING
MINUTES**

8 MARCH 2023

2 MINUTES AND ADDITIONAL INFORMATION

2.1 CONFIRMATION OF MINUTES

2.1.1. Minutes of Meeting held on 9 November 2022

OFFICER'S RECOMMENDATION/LEMC RESOLUTION NO. LEMC001/03/23

MOVED Cr M McKeown

That the Unconfirmed Minutes of the Local Emergency Management Committee Meeting held on 9 November 2022 be confirmed.

MOTION CARRIED 8/0

2.2 REVIEW OF STATUS REPORT

2.2.1 Updated Status Report

Attachments:

1. Updated LEMC Status Report.

The LEMC Status report was revised.

It was clarified that the Committee Member Reporting Form provided with the agenda, was for the purpose of roundtable reporting to ensure the efficiency of the meeting, and the accuracy of the minutes.

The form is sent via email for members to complete upon receipt of the Agenda for the committee meeting (only if they need to) and completed forms are to be sent to the Shire's Executive Services Assistant via email to execsec@toodyay.wa.gov.au

LOCAL EMERGENCY MANAGEMENT COMMITTEE MEETING
MINUTES

8 MARCH 2023

2.3 INWARD/OUTWARD CORRESPONDENCE

2.3.1 Correspondence from the DEMA and DESO

Attachments:	<ol style="list-style-type: none">1. Updated LEMC Emergency Management Health Check (completed during LEMC Meeting).2. Wheatbelt District Advisor Report;3. Local Emergency Welfare Plan Sept 2022; and4. DC Wheatbelt DESO Feb 2023 Update.5. Tabled Attachment - CONSULTATION REQUEST - Local Emergency Management Committee Handbook;6. Tabled Attachment - Sample Agenda Template; and7. Tabled Attachment - LEMC Handbook.
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Correspondence was provided for review from:

- DEMA Northam DFES; and

(Refer to **Attachments 1 and 2**)

Yvette Grigg provided tabled attachments at 10.47am.

- DESO Department of Communities

Jo Spadaccini, District Emergency Services Officer from the Department of Communities advised the following on 3 March 2023 at 6.18pm:

Currently I am on deployment to the Kimberley so will not be able to attend the meeting in person. I will try to have a proxy attend but I am not sure if that is possible at this stage.

Please find attached my report and the Local Emergency Welfare Plan, that I was hoping to have tabled at the meetings. I am not sure if that is possible if I am not in attendance. If it is could it please be noted that the LEWP is a living document and changes can be made to the appendices without needing to re-table the document.

Let me know if you have any questions.

(Refer to **Attachments 3 and 4**).

**LOCAL EMERGENCY MANAGEMENT COMMITTEE MEETING
MINUTES**

8 MARCH 2023

3 BUSINESS LEFT OVER FROM PREVIOUS MEETING

Nil.

4 OTHER BUSINESS / NEW BUSINESS OF AN URGENT NATURE

4.1 CONTACT LIST

CESM apologised for the Contact List not having been sent out with the Agenda. He advised that the list would be sent out with the minutes of the LEMC Meeting. He requested that any changes to be made to the list be sent directly to Ebony Francis, the Shire's Emergency Management Officer (via email: e.francis@toodyay.wa.gov.au) as she is responsible for receiving information and providing updates.

4.2 RISK MANAGEMENT

Nil.

4.3 PRESENTATIONS OR EVENTS

Fire incident

- Toodyay had a fire incident in late January(29th)/early February 2023 and opened up emergency accommodation. Harders Chitty Road/Julimar subdivision area. CESM provided a debrief.
- The fire started near the eastern boundary of the National Park and stretched out to Lover's Lane and River Road. Within first half hour, the incident was given to DFES.

Opening of the Evacuation Centre

- Incorrect person was contacted to get the centre open. The outcome was the same but phone now set up correctly. There may be others of the Committee who may need to consider the contacts they have in their phones rather than delving into a contact list that floats in the back of a vehicle.
- 40 people came through the centre which was opened for seven hours and closed around midnight.
- ISG set up next morning. Took a while to find the correct people due to a gap in the documentation and the fact it was a holiday period.
- Goomalling LEMA review passed on.
- IMT Morangup – CESM the only Toodyay person. When incident handed back no impact assessment statement done. It may not work for us in all cases in fires with more impact. There will be a need for a recovery coordinator to be more embedded at the IMT level and also be across the impact statement.
- Most local governments appoint a liaison officer so no knowledge is lost. An Officer is required to be present at the LRC Meetings. The Local Recovery Coordinator is the person who should be at the LEMC Meetings, and LRC Meetings as well as they should be the main person who knows what is going on.

LOCAL EMERGENCY MANAGEMENT COMMITTEE MEETING
MINUTES

8 MARCH 2023

- The Shire received complaints about the issue of an evacuation order. Something did not work in a communication sense.

Question 1

Who fills the role of a liaison officer?

CESM response as follows:

The liaison officer is the Local Recovery Coordinator or the Deputy Recovery Coordinator.

Question 2

Who completes the impact assessment?

DEMA response as follows:

DFES commence writing an impact assessment statement from the moment they are put in charge of an incident. The Local Recovery Coordinator, or another person from the Local Government is required to be with them during the development of the impact statement so that they are across the content of the statement, but also so that they know what is happening in the incident.

Action: Ensure this discussion and the tabled handbook are shared with other recovery coordinators and welfare liaison officers.

LEMA anomalies

As a result of the Jan/Feb 2023 incident, gaps were identified in the existing LEMA.

- Further internal training is required;
- Procedures need to be documented;
- EMO to follow up on animal welfare portion of the LEMA that the Shire has received grant funding for; and
- Police requested procedures be set for local government road management for fire events.

4.4 INCIDENT/EXERCISE REPORTS

Incidents covered at 4.3 above.

No exercises since the last meeting. Clarification sought in regard to the regional/district cluster level calendar to be distributed in August or September of each year.

4.5 PROJECTS AND GRANT FUNDING

Two applications reported as submitted by the EMO.

Toodyay Recreation Centre becoming the primary evacuation centre location will mean that the centre requires back up power. Therefore the first application is for a generator for that site.

Mitigation funding through Disaster Ready fund has been applied for in regard to two road construction projects born out of the Bush Fire projects report.

**LOCAL EMERGENCY MANAGEMENT COMMITTEE MEETING
MINUTES**

8 MARCH 2023

4.6 STRATEGIC REVIEW / PLANNING

Nil.

4.7 ROUNDTABLE DISCUSSION AND AGENCY UPDATES

Toodyay Police

- Few fatalities (car crashes);
- Avon Valley Response Plan needs review/updating;
- Annual update required at the start of each fire season.
- Every 3 years they review all their local plans.

DEMA

At the back of the handbook toolkit it shows a simplified LEMC Agenda. Been talking to a number of local governments about this. When we have multiagency committee meetings they are not used to all the paperwork.

It would be more ideal to publish attachments separately.

From a multiagency perspective, if they cannot see clearly listed what is happening in a few pages, their interest is lost. Under the Emergency Management Act it is up to each individual Shire to run LEMCs under the SEMC format.

Clarification was sought.

5 CONFIRMATION OF NEXT MEETING

The next meeting of the Local Emergency Management Committee Meeting is scheduled to be held on 14 June 2023 commencing at 10.30am.

6 CLOSURE OF MEETING

The Chairperson closed the meeting at 11.53 am.

LEMC STATUS REPORT
Local Emergency Management Committee

Supporting Officers
CESM / CEO



Meeting Date	Purpose	Resolution / Action	Target date for completion	Actioned by	Completion Date	Meeting Commentary
08/03/2023	Tabled Attachment - LEMC Handbook – Correspondence from DEMA	Tabled Attachment - LEMC Handbook – Action will be: EMO and CESM do an informative report.	Due for completion in October 2023.	CESM/ EMO	t.b.a	Information from the tabled attachment will be considered with the update administratively of the Shire's current Committee Book. Information will be provided to November meeting.



Committee Member Reporting form

Committee Member Details

Name(s): _____

Organisation representing
(if applicable): _____

Contact Details: Phone: _____ Email: _____

Request Details

I request for the item noted below to be discussed at the next:

- | | | |
|---------------|---|--|
| Committee | <input type="checkbox"/> Audit & Risk Committee | <input type="checkbox"/> Bushfire Advisory Committee |
| Meeting: | <input type="checkbox"/> Environmental Advisory Committee | <input type="checkbox"/> Museum Advisory Committee |
| (please tick) | <input type="checkbox"/> Local Emergency Management Committee | |

Date of Committee Meeting: _____

Item Name: _____
(e.g. Subject, title or purpose).

Are you tabling attachments at the meeting? Yes No Copy attached

Background Information OR if you only wish to ask questions please do so
(if not enough room please use reverse side of this page)

Proposed recommendation required? Yes No *write some wording below*



Administration Centre
15 Fiennes Street (PO Box 96)
TOODYAY WA 6566

T (08) 9574 9300
F (08) 9574 2158
E records@toodyay.wa.gov.au
W www.toodyay.wa.gov.au

2.3 INWARD/OUTWARD CORRESPONDENCE

2.3.1 Correspondence from the DEMA/DESO and the Contacts Register.

Attachments:	<ol style="list-style-type: none">1. Wheatbelt District Advisor Report; ↓2. DC Wheatbelt DESO Update; and ↓3. Contact Register. (confidential) <i>Section 5.23(2)</i> <i>(b) the personal affairs of any person</i> <i>(e)(iii) a matter that if disclosed, would reveal information about the business, professional, commercial or financial affairs of a person where the trade secret or information is held by, or is about, a person other than the local government</i> <i>(f)(ii) a matter that if disclosed, could be reasonably expected to endanger the security of the local government's property</i>
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Correspondence is provided for review.



Wheatbelt District Advisor Report May June 2023

ANNUAL LEMC REPORT

In accordance with Sections 33 and 40 of the Emergency Management Act 2005, Local Emergency Management Committees (LEMC) are required to submit an annual report on activities undertaken by it during the financial year. In previous years, this reporting requirement was fulfilled by Local Government's participation in the Annual and Preparedness Report Capability survey.

This year with the finalisation of the State Risk Project and Capability Framework review, LEMC reporting requirements can be fulfilled by completing the LEMC Annual Report Survey.

Information gathered in this survey provides opportunity to highlight the important contributions made by Local Governments and LEMCs to emergency management in Western Australia.

The survey was forwarded to your Local Government this week. Please ensure it is returned to your District EM Advisor by no later than COB 30 June 2023.

REVIEWS

There are currently a number of major reviews occurring across the WA Emergency Management Sector.

- State Risk Project
- LEMC and DEMC review
- Review of "Guidelines for Preparing a Bushfire Risk Management Plan
- State Capability Framework Review
- SEMC Subcommittee Review and outcomes
- Emergency Services Bill 2022

Two reviews that will impact the LEMC are outlined below;

The Local Emergency Management Arrangements Review.

The consultation period has finished, and a draft Implementation plan has been finalized outlining 3 main objectives in phase 1.

- Objective 1: Reduce LG administrative burden and build LG knowledge and capability through the development of a suite of supporting resources made available through an appropriate digital platform.
- Objective 2. Identify and implement appropriate strategies to support integration, collaboration and resource sharing between LG and key stakeholders.

1

Wheatbelt EM Advisor Report May/June 2023



- Objective 3. Support continuous improvement and ongoing reform, through a review of Phase 1 outcomes to identify and progress further opportunities.

Timeframes: The draft Implementation plan is going to SEMC in August for approval. It is expected to take until June 2025 (at least) until the new LG EM Policy is written and the Pilot LEMA process has been tested.

Constraints: Lack of funding and the large number of other projects occurring simultaneously.

Key Message: If your LEMA is becoming due for review, continue the review as normal as it may be a few years before the current LEMA review process is finalised.

LEMC and DEMC Review

As a continuation of the SEMC Subcommittee review, the SEMC is undertaking a LEMC and DEMC review project. The project aims to;

- Establish clear roles and responsibilities, functions and governance for DEMCs and LEMCs in achieving the strategic objectives of the SEMC.
- Identify improvement opportunities to governance arrangements and capabilities to increase effective and efficient emergency management outcomes.
- Create a shared understanding of SEMC expectations of DEMC s and LEMCs within the emergency management sector.

The Consulting firm “Nexus Consulting” are current undertaking a series of focus group discussions. Further workshops will be held in the coming months and a report will be finalized by September 2023.

REMINDERS

SEMC Website

A reminder that the SEMC website has changed locations. It has been brought under the WA government banner and is now available under the **WA.gov.au** website at this link:
<https://www.wa.gov.au/organisation/state-emergency-management-committee>

New LEMC Handbook and useful tools

The DEMAs across the state have just finished developing a contemporary LEMC handbook to assist local governments in the management of their LEMCs and to assist them as they work to meet their legislative requirements. The guide has a few templates at the back which may also be useful, agenda templates and a Terms of Reference template.

The Handbook is currently out for consultation, you can download the draft document and submit your feedback here;
<https://dfes.mysocialpinpoint.com.au/localemergencymanagementcommitteehandbook>



Emergency Management Grants Programme for the next few years

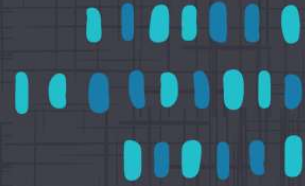
Year	2023-24		2024-25	
Program	NDRR	AWARE	NDRR	AWARE
Round Open	24 April 2023	16 August 2023	25 April 2024	16 August 2024
Round Close	29 May 2023	20 September 2023	29 May 2024	20 September 2024
Assessment	3 July 2023	24 October 2023	3 July 2024	25 October 2024
Anticipated announcement	September 2023	January 2024	September 2024	January 2025

Yvette Grigg
District Emergency Management Advisor
Wheatbelt/Goldfields Esperance

15 May 2023.



Government of **Western Australia**
Department of **Communities**



District Emergency Services Officer – Wheatbelt Update: May 2023

In the event of an emergency please call the All Hazards - State On-Call Coordinator on 0418 943 853, this number is manned 24/7. emergencyservices@communities.wa.gov.au. (Not for public distribution) Meetings, exercise details or information request can be emailed to joanne.spadaccini@communities.wa.gov.au

Name Change

Our Directorate has been changed from the Emergency Services Unit to Emergency Relief and Support. Our responsibilities and contact details remain the same.

Ongoing updates of LG and community contacts in the Local Emergency Welfare Plan

Any changes to the contact numbers or details from those listed in the LEWP, can be advised to joanne.spadaccini@communities.wa.gov.au.

LG Activation Tubs

Communities will be following up with each LG, to ensure everyone has their activation / good to go tubs ready in the event of an activation as confirming numbers of current LG staff who have completed Evacuation Centre training.

Training

Please advise if you would like training conducted for local government staff, this can be an introduction to opening an evacuation centre, to cover the first couple of hours as Communities staff are on route. Happy to work with Shires to ensure little impacts to normal operations. Please e-mail joanne.spadaccini@communities.wa.gov.au to request training. Happy to discuss at any time.

Emergency Relief and Support – Operations Update – April 2023

• TC Lisa

On 12 April 2023, Communities was activated as the support organisation providing emergency relief and support for Severe Tropical Cyclone Lisa.

- Severe Tropical Cyclone Lisa crossed the coast as a Category 5 system, around midnight on Thursday 13 April 2023, with an estimated intensity of 213 kmph.
- On Thursday 13 April, Communities opened four evacuation centres, which were closed on the 14 April 2023.
- In total, Communities accommodated 68 people in evacuation centres, and
- Supported 10 people to return to country.
- Communities will continue to respond to requests for assistance as required. This will be managed through Communities staff on the ground and the Disaster Response Hotline.

• Kimberley Floods

The Department of Communities (Communities) is providing emergency welfare services to residents impacted by the Kimberley Floods from January 2023.

As of 26 April 2023:

- 17 people are in Communities' supported commercial accommodation in Broome and Derby.
- 88 people are in Phase 1 Temporary Accommodation utilising Humanihuts in Fitzroy Crossing and Bungardi community, and in the Derby Hostel.
- Since the Disaster Response Hotline (DRH) opened on the 11 January 2023 until COB 24 April 2023, Communities has responded to a total of 1,792 calls.
- Communities has assisted 171 residents to apply for the Premier's Grant via the DRH and hubs in Broome, Derby and Fitzroy Crossing.

- **Strategic Opportunities**

- Review of the State Support Plan – Consultation feedback for the State Support Plan – Emergency Welfare has closed. Communities is currently reviewing feedback.
- Capability Audit – Communities has procured Nous Group to conduct an audit of Western Australia's emergency relief and support capability.
- Community Sector Capability – working with community support organisations to enhance the delivery and coordination of welfare services
- Disaster Information Support Coordination Centre (DISCC) Guidelines – being reviewed at request of WA Police
- People at Risk – developing a framework to promote a shared approach to preparedness, response and recovery for people at risk in emergencies
- Emergency Financial Assistance – review of the State Emergency Financial Assistance initiatives.

If you would like any further information, please call my mobile 0429 102 614 or email joanne.spadaccini@communities.wa.gov.au.

Jo Spadaccini
District Emergency Services Officer - Wheatbelt
Department of Communities - Emergency Services Unit

3 BUSINESS LEFT OVER FROM PREVIOUS MEETING (IF ADJOURNED)

Nil.

4 OFFICER REPORTS

4.1 LEMA update - addition of a 'Plan for Animal Welfare in Emergencies'.

Date of Report:	6 June 2023
Applicant or Proponent:	Ebony Francis
File Reference:	FIR1
Author:	E Francis – Emergency Management Officer
Responsible Officer:	R Koch – Community Emergency Services Manager
Previously Before Council:	Nil
Author’s Disclosure of Interest:	Nil
Council’s Role in the matter:	Executive
Attachments:	1. LEMA - Plan for Animal Welfare in Emergencies ↓

PURPOSE OF THE REPORT

To receive the updated portion of Local Emergency Management Arrangements (LEMA) – ‘Plan for Animal Welfare in Emergency’ (PAWE) and consider its referral to Council for submission to the District Emergency Management Committee (DEMC).

BACKGROUND

Under section 41 of the Emergency Management Act 2005 Local Government is required to have a LEMA and review every five years. The Shire of Toodyay’s LEMA is not currently up for review, however, the Shire received grant funding to support the development of the LEMA, pertaining to Animal Welfare.

COMMENTS AND DETAILS

The current LEMA has minimal reference to Animal Welfare which meets minimum requirements for DEMC approval, however any opportunity to make the LEMA more robust should be taken.

IMPLICATIONS TO CONSIDER

Consultative:

The creation of the ‘PAWE’ has been undertaken in consultation with the Shire of Toodyay Rangers.

Strategic:

Facilitating community safety and wellbeing by collaborating with fire and emergency services (S 2.3) and reducing the impact of extreme weather conditions through emergency management planning (S 1.4) have been identified in the Toodyay Strategic Plan 2028.

Policy related:

Nil

Financial:

Nil

Legal and Statutory:

Nil

Risk related:

Reputational Risk – There is a potential reputational risk to the Shire should review of a major incident expose unacceptable levels of training/skill or oversight in the application of emergency management.

Likelihood: Rare Consequence:

Major Analysis Risk: Medium

Social/Economic/Environmental Risk – There is the potential for social, economic and impact of emergencies which lack management in recovery.

Likelihood: Rare Consequence:

Extreme Analysis Risk: High

The adoption of updated Animal Welfare portion of the LEMA is an action which assists the mitigation of the above risks.

Workforce related:

This document includes Local Government responsibilities from a 'Preparedness', 'Response' and 'Recovery' perspective. The document references duties of the CEO appointed Animal Welfare Coordinator and general functions to be supported internally by staff in the care and management of animals during an emergency.

VOTING REQUIREMENTS

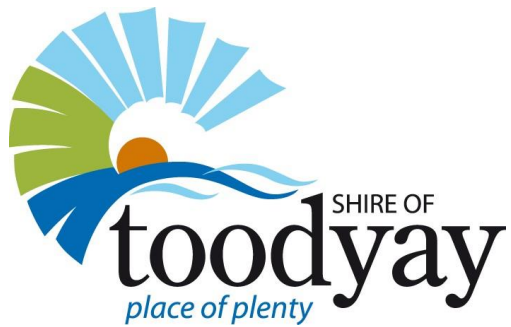
Simple Majority

OFFICER'S RECOMMENDATION 1

That the Local Emergency Management Committee recommends to Council the following:

That Council:

1. Endorse the attached Draft 'Plan for Animal Welfare in Emergencies';
2. Requests the CEO make any typographical amendments needed in the plan; and
3. Authorises the CEO to submit the report to the District Emergency Management Committee.



Plan for Animal Welfare in Emergencies

Shire of Toodyay

The purpose of the Animal Welfare Plan is to provide clear guidance to Shire staff, Hazard Management Agencies and Supporting Agencies to assist the community with the care and management of domestic and native animals during an emergency event within the Shire of Toodyay.

Document Control			
Document ID	PAWE	Version	0.1
LEMC Endorsement date	TBA		
Prepared by	Emergency Management Officer		
Documents maintained by	Community Emergency Services Manager		

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AUTHORITY

The Plan for Animal Welfare in Emergencies (PAWE) has been developed in accordance with Section 41(1) of the *Emergency Management Act 2005* and forms part of the Local Emergency Management Arrangements for the Shire of Toodyay and as such should not be read in isolation.

The development, implementation and revision of this plan is the responsibility of the Shire Toodyay in consultation with LEMC and key stakeholders in accordance with the *Emergency Management Act 2005*.

The AWSP was supported by the Shire of Toodyay Local Emergency Management Committee and endorsed by Council.

Endorsed by:

Chairperson, LEMC

Date

The Common Seal of the Shire of Toodyay was hereto affixed as per council resolution No.in the presence of:

Cr Rosemary Madacsi
Shire President

Date

Ms Suzie Haslehurst
Chief Executive Officer

Date



AMENDMENT HISTORY

AMENDMENT		DETAILS OF AMENDMENT	AMENDED BY
NUMBER	DATE		NAME
1	TBD	First Issue	E.Francis

ASSOCIATED LEGISLATION

This plan is consistent with the State Emergency Management Policies and State Emergency Management Plans.

This plan is to be read in conjunction and alignment to the Shire's Local Emergency Management Arrangements (LEMA).



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LOCAL EMERGENCY MANAGEMENT ARRANGEMENTS
Shire of Toodyay

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1 Overview

The connection between people and their animals can be strong and diverse. Emergency events that impact on animals can affect communities on a range of levels including socially, economically, psychologically and culturally. In responding to an emergency, the primary aim is to protect the safety of people. In order to fulfil this aim, the following factors regarding animals must be taken into account:

Research has indicated that the human-animal bond can be extremely influential in a person complying with emergency response directions, such as evacuating, and in participating in preparedness activities. While planning for an animal's welfare in an emergency can improve the animal's chances of survival and recovery, encouraging people to take preparedness actions for their animals can have the additional benefit of improving the preparedness for their own safety and resilience.

The owner or carer of an animal is responsible for the welfare of that animal and should include consideration of its welfare in preparedness for, response to and recovery from an emergency. The ability of an owner or carer to address animal welfare issues may be hampered or prevented due to the nature of the emergency.

In an emergency, when the capability of the owner or carer and any local arrangements are no longer sufficient or effective, then Department of Primary Industries and Regional Development (DPIRD) has the role and responsibility for coordinating animal welfare services in emergencies (as prescribed in the State Emergency Management Policy statement 5.9.7, and as detailed in the State Support Plan – Animal Welfare in Emergencies (State Support PAWE)).

1.1 Aim

The aim of the Plan for Animal Welfare in Emergencies is to provide guidance to Shire staff, Hazard Management Agencies and Supporting Agencies to assist the community with the care and management of animals during an emergency event within the Shire of Toodyay.

1.2 Purpose

To set out:

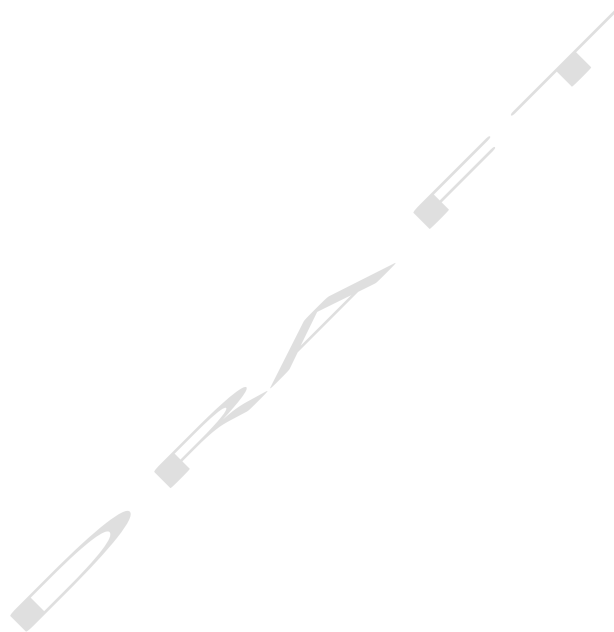
- Provide support and assistance to the Local Emergency Management Arrangements;
- Provide activation mechanisms;



- Provide immediate care and shelter to distressed animals and reunite owners with lost animals during and after an emergency;
- Define roles and responsibilities for government and non-government organisations and individuals in the coordination of animal welfare before, during and after an emergency.

1.3 Roles and Responsibilities

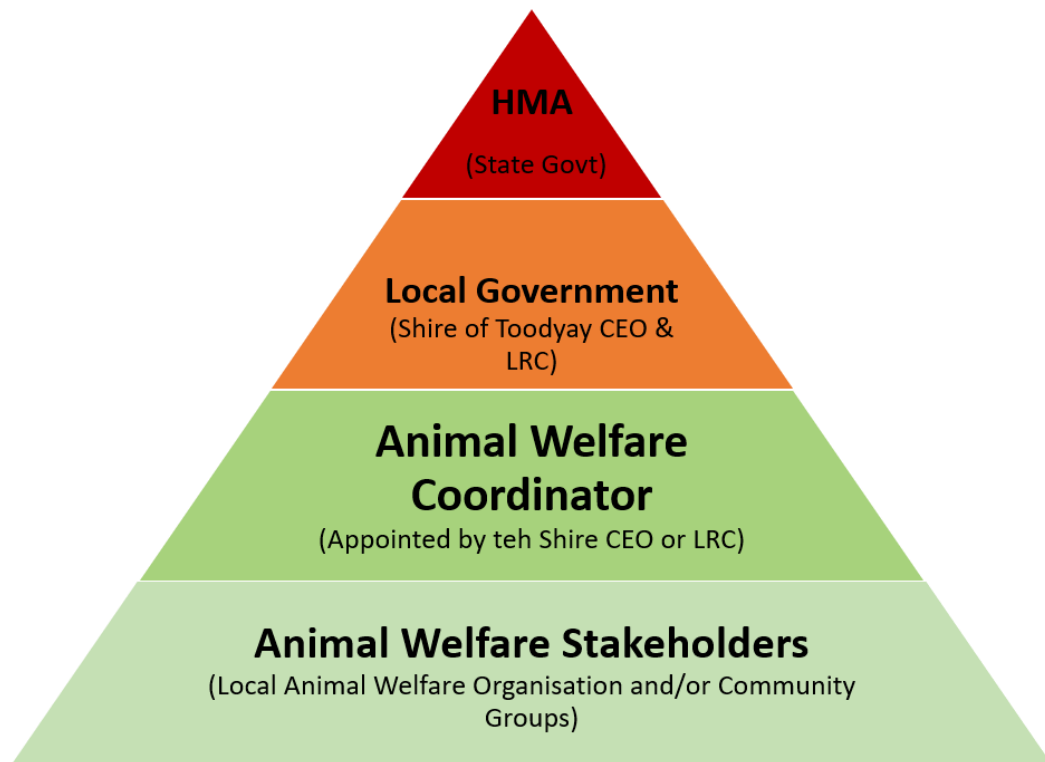
Local Role	Description of Responsibilities
Animal Owner/Carer	Is responsible for the welfare of their animals and should consider preparedness for, response to and recovery from an emergency.
Local Government	<p>The Shire of Toodyay will support and liaise with DPIRD in the management of animals in an emergency by ensuring the PAWE is in place and ready for activation.</p> <p>The Shire's CEO or Local Recovery Coordinator will appoint an Animal Welfare Coordinator to be responsible for implementing this plan.</p> <p>Post emergency response, DPIRD will transition the ongoing animal welfare activities back to the control of the Local Government and/or the owner or carer.</p>
WALGA	Is the representative for member Local Governments on the Committee for Animal Welfare in Emergencies (CAWE) and may be the initial Local Government representative on the Animal Welfare Emergency Group (AWEG) if formed.
DPIRD	has authority for the State Support PAWE and may activate the plan at the request of the Controlling Agency (State Support PAWE Part 3).
WAPOL	Western Australia Police Force are authorised to move, direct or prohibit the movement of animals if an emergency is declared and are also authorised to destroy ill, injured or aggressive animals.
AWC Animal Welfare Coordinator	Notify DPIRD to enable activation of arrangements. Responsible for implementing this plan and representing SOT as a member of the ISG.





1.4 Plan Structure

The HMA or Controlling Agency directs all decisions on animal welfare issues in an emergency on the advice from the Local Government and DPIRD.





1.5 Scope and Risk Profile:

1.5.1 Limitations

This Plan is limited to the care of domestic animals living within the jurisdiction of the Shire of Toodyay during an emergency.

It does not include routine management of animal welfare during non-emergencies and does not include emergency arrangements for wildlife, which is the responsibility of DBCA.

This plan is subsidiary to the Shire of Toodyay Local Emergency management Arrangements (LEMA) and as such should not be viewed in isolation.

1.5.2 Animal Categories

For the purpose of this plan and to align with the State Support Plan (Section 1.3.2), animals have been classified into the following four categories (excluding animals in Perth Zoo or wildlife parks):

- Livestock as defined in the Biosecurity and Agriculture Management Regulations 2013), includes, buffalo, camel, cattle, deer, emu, goat, ostrich, pig, poultry, sheep and donkey or any hybrid, horses or any hybrid,
- Companion/Domestic animals – Any animals other than horses kept primarily for companionship, hobbies, sport or work.
- Wildlife – an animal indigenous to Australia's land or waters, living without regular human intervention or support and having the meaning of fauna, as defined within the *Biodiversity Conservation Act 2016*.

1.5.3 Risk Profile

The following risks have been identified through the SEMC State Risk Project as 'priority Hazards' in the Shire of Toodyay:

- Fire
- Storm
- Flood

** The following hazards are outside the scope of this Plan:

- Animal and Plant Biosecurity (Please refer to State Hazard Plan – Animal and Plant Biosecurity)



1.6 Cost

Where possible the Shire will endeavour to assist the community in caring for their animals, by the waiving of selected fees and charges for a period of time no longer than fourteen (14) days.

If an animal is still uncollected after this time, the Shire will look to rehome it in accordance with legislation and procedures.

Only the AWC has the delegated authority to waive, amend or impose fees and charges as deemed appropriate.

To ensure there is a consistent approach to the waiver of fees, the following points for consideration are to be clarified by the AWC as early as practicable:

- Length of impoundment fee waiving period;
- Veterinary costs related to impoundment period
- Fees for surrendering animals for destruction or rehoming; and
- Extension period for micro chipping or registration fees.

Any arrangement regarding other costs shall be determined by the Shire CEO or nominated person".



2 Preparedness

2.1 Animal owner/carer

The owner or carer should ensure they have a reasonable level of preparedness for their animals.

The planning considerations for the owner or carer of an animal should include:

- if it is likely the animal will be evacuated or remain onsite;
- if transportation is adequate and available to relocate the animal, under potential logistical constraints (i.e. road closures, window of safe evacuation);
- if suitable areas and adequate provisions are available for animals left on a property to minimise the risk of harm (i.e. area at lowest risk of hazard impact, sufficient food and water access for prolonged absence);
- if animals, and their owner or carer, can be identified (i.e. companion animal/horse microchipping, National Livestock Identification System); and
- if they are prepared for self-sufficient recovery and for how long.

2.2 Local Government

Local Government Preparedness includes maintaining and reviewing a Local Government emergency animal welfare plan to support animal owners or carers.

When planning to support owners or carers, the key considerations for Local Government should also include:

- access to information and resources for persons evacuating with animals;
 - availability of transportation support and advice;
 - availability of locations to house evacuated animals;
 - management of displaced or stray animals;
 - assessment of impacted animals;
 - treatment of impacted animals;
 - euthanasia;
 - disposal of deceased animals;
 - provision of emergency food, water, shelter; and
 - recovery arrangements
-



As suggested by SEMC, maintain representation on the CAWE via the Western Australian Local Government Association (WALGA) CAWE member.

2.3 Department of Primary Industries and Regional Development

- be a centralised point of contact to provide advice and assistance to ensure animal welfare is better considered before, during and immediately after emergencies;
- coordinate and support the development and implementation of plans, policies and procedures for the coordination of animal welfare in emergencies;
- chair the Committee for Animal Welfare in Emergencies (CAWE) to address animal welfare considerations in emergencies, and maintain a contemporary database of stakeholders to assist with animal welfare in emergencies;
- promote and support Local Emergency Management Committees (LEMC) and controlling agencies for the inclusion of animal welfare considerations in emergency plans;
- promote public awareness and community engagement to improve preparedness for animal welfare in emergencies;
- develop, maintain, and promote effective working relationships with the Emergency Management sector, to include support to the SEMC, District Emergency Management Committees (DEMCs) and LEMCs, where identified risks and emergency management arrangements are relevant to animal welfare. This representation will ensure local emergency management arrangements and preparedness planning captures animal welfare considerations and outcomes; and
- develop and maintain lists of potential DPIRD support personnel available to assist with DPIRD responsibilities under this Plan, as applicable.

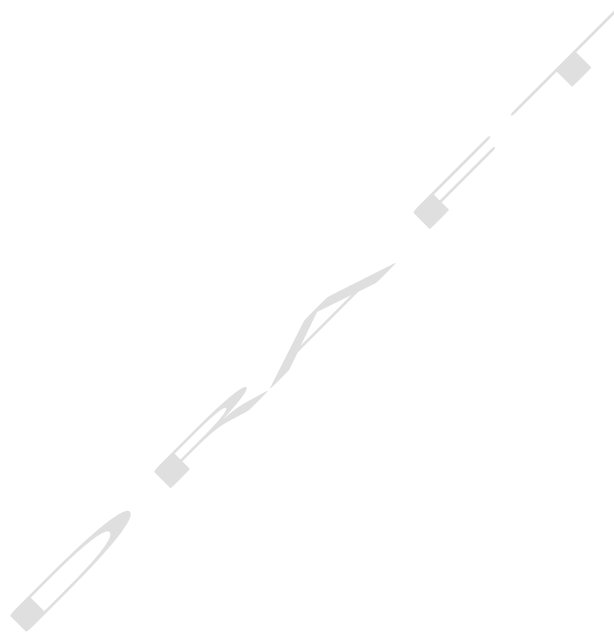
2.4 Department of Biodiversity, Conservation and Attractions

- identify considerations relating to wildlife welfare in emergencies;
- maintain membership on the CAWE to address animal welfare considerations in emergencies;
- develop and maintain an internal emergency animal welfare operational plan, including the Oiled Wildlife Response Plan; and
- develop and maintain lists of potential support personnel available to assist with their responsibilities under this Plan, as applicable.



2.5 Department of Communities

- reference animal welfare information in publications and websites to assist broader community awareness, education and understanding;
- maintain membership on the CAWE to promote collaboration between human and animal welfare consideration





3 Response

3.1 Animal owner/carer Preparedness

The owner or carer are responsible for their animals during an emergency and are encouraged to stay up to date through official emergency advice to make informed decisions.

3.2 Local Government

- activate the Local Government emergency animal welfare plan or contingency arrangements where identified within LEMA; and
- liaise with DPIRD to provide a coordinated approach to animal welfare response actions, where relevant.

3.3 Department of Primary Industries and Regional Development

- liaise with the relevant controlling agency or HMA as a liaison officer and/ or member of the ISG or OASG;
- coordinates the activation of the DPIRD internal operational plan in line with this Plan;
- contribute to public information released during the emergency;
- provide situational reports to the CAWE on animal welfare in the emergency;
- establish the AWEG to consult on actions undertaken by DPIRD in coordinating animal welfare services for an emergency;
- liaise with the local government and other organisations to coordinate response activities including:
 - providing support and advice on transportation for evacuating animals;
 - identifying the availability of locations to house evacuated animals;
 - managing displaced or stray animals; assisting owners and carers to obtain Restricted Access Permits, where applicable;
 - assessing and triaging impacted animals;
 - identifying/administering treatment;
 - performing/assisting with transportation for euthanasia or perform on-site;
 - advising on/arranging for disposal of deceased animals;
 - identifying/providing emergency food / water / shelter; and
 - identifying and reuniting animals with their owners or carers.
- Coordinate arrangements to best utilise volunteers and
- donations relevant to DPIRD animal categories;



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- coordinate the reporting and future investigation of animal welfare complaints arising as a consequence of the emergency;
- liaise with and advise Local Government and other organisations about suitable temporary containment and other welfare needs of animals.

3.4 Department of Biodiversity, Conservation and Attractions

- provide support to DPIRD;, as requested;
- coordinate animal welfare services for animals in Perth Zoo; and
- liaise with and advise Local Governments and other organisations and the owner or carer of wildlife and wildlife parks about suitable temporary containment and other welfare needs of wildlife.

3.5 Department of Communities

- where appropriate, provide input to information for the public and media relating to alternative animal housing arrangements;
- if known, advise evacuees presenting at centres of alternative animal housing arrangements;
- convey information provided by DPIRD relating to animal welfare to people in welfare centres; and
- liaise with DPIRD in relation to reuniting owners with their animals

3.6 Hazard Management Agencies/Controlling Agencies

- request access to the arrangements under this Plan by contacting the DPIRD representative on the ISG/OASG or through the DPIRD State Support Plan-Animal Welfare in Emergencies, as required;
- liaise with DPIRD to integrate animal welfare considerations into the overall response; and
- liaise with DPIRD to include coordinated animal welfare considerations into the public information plan

3.7 General Operations

In the lead up to an incident (i.e., high risk days) and prior to any formal activation, the Shire will consider the following actions if appropriate:



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- Community messaging via the Shire's website and Facebook page
- Internal Staff communiques in preparation for standby arrangements
- Utilise the Harvest, Hot Works and Vehicle Movement Ban SMS list if appropriate

3.8 Plan Activation

The Shire of Toodyay Chief Executive Officer (CEO) will approve activation of this plan upon request of the Incident Controller of the Hazard Management Agency responsible for managing the incident.

Triggers for plan activation may include:

- Animal Welfare is beyond the capacity and capability of owners or carers;
- Any local or district arrangements are no longer sufficient or effective;
- Toodyay Evacuation centre is activated.
- Large scale carcass disposal requirement

Escalation to the State Support PAWE is in accordance with the State Support Plan – Animal Welfare in Emergencies section 3.2 Plan Activation Procedures:

If the Shire of Toodyay believe the criteria for activation of the State Support PAWE are met, the Local Government representative within the emergency Incident Support Group (ISG) should notify the Controlling Agency or HMA of the situation and recommendation to activate the State Support PAWE.

3.9 Plan Stand Down

When the emergency response phase has ended, the Controlling Agency will notify the LRC/AWC that they are withdrawing from the incident and the recovery phase commences.

At this point both operational and organisational arrangements must be scaled down.

The AWCs may still be involved in actions during the recovery phase in conjunction with the LRC to assist in restoring the community to the point where they can resume normal social and economic activities.



3.10 Situation and Intelligence

The Shire of Toodyay PAWE (Plan for Animal Welfare in Emergencies) is located:

- Physically - In the Emergency Packs (accompanying the LEMA and Contacts Register) located at the Administration Office, Visitors Centre and Depot.
- Electronically – the Shire of Toodyay website

Incident details to assist in undertaking animal welfare response (such as hazard size, severity, location, predictions, road closures) are to be ascertained through the Incident Controller.

3.11 Public Information

3.11.1 During an Incident

The dissemination of Hazard specific information to the Public regarding Animal Welfare will adhere to the Communication Plan of the LEMA (Section Seven). The Controlling Agency for the incident has the primary responsibility for public information and will coordinate with other relevant agencies.

The Shire of Toodyay may be requested by the Incident Controller to provide localised information such as emergency animal shelters, volunteers and donations during the response phase, so it may be included in the general messaging for the emergency.

During an incident the Shire of Toodyay will identify how the public should make requests for assistance or enquiries relating to animal welfare and how this information will be distributed to the public and the Incident Management Team.

The Shire can redistribute information published by the HMA or DPIRD.

During an incident, the Shire of Toodyay's website will have the ability to allow the public to lodge Animal Welfare requests and Paper forms will be located at key Shire locations.

3.11.2 Recovery

The Shire of Toodyay are responsible for providing public information during the recovery stage post incident and will coordinate the provision of public information and media releases and consider the most appropriate method for delivering key messages. This may include:



- Social Media
- Mainstream Media – Radio, Newspaper
- Notices board at key local government locations (libraries, recreation centres, community centres)
- Shire of Toodyay website

Public enquiries about animal welfare during emergencies should be made via:

- Shire Administration 9574 9300
- Shire Rangers 9574 9370
- Shire website

3.12 Response Activities

3.12.1 Transportation and Evacuation Route Options

The owner or carer has the responsibility to determine, where possible, if their animals will be evacuated or remain on location and plan for how this will be achieved.

In an emergency the Shire (or DPIRD) will liaise with the controlling agency or HMA to provide information on potential resources and advice on evacuating with animals. This may include:

- Road Closures, safe alternatives and suitability for traffic;
- Early evacuation consideration for those travelling with large animal carriers; and
- Transport services or volunteer options.

3.12.2 Temporary Evacuation Centres/Shelters

Owners and carers should first seek to evacuate their animals to the properties of friends, family and private shelter facilities outside of the area in which the emergency is taking place.

The Shire has identified the following locations suitable for evacuating (provided the locations are not under threat or at risk of being) domestic pets and limited livestock:

- Shire of Toodyay Animal Management Facility - 266 Railway Road, Toodyay.
- Toodyay Showgrounds Pavilion - 5 Toodyay West Road, Toodyay.

If livestock owners cannot be readily located or contacted and/or animals cannot be relocated to a temporary animal evacuation centre, animals are to be impounded on a nearby appropriate property and details of animal type/number/markings or registration numbers recorded.



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Due to health and safety considerations, animals are not permitted inside the community evacuation centers with the exception of recognized assistance animals.

It is important to establish a registration point at the Animal Evacuation Centre for people presenting with their animals., to coordinate the following services:

- Inform users of centre arrangements
- Record each animal evacuated to centres
- Log the details of all incoming and outgoing animals
- Encourage people to register online at <https://register.redcross.org.au>
- Maintain a central point for all enquiries and dissemination of information, including a rescue display list
- Maintain a running sheet of expenditure

Any facility temporarily housing evacuated animals is not to be used as a collection point for donated goods. The only donations that may be accepted are:

- Animal Feed
- Animal medical supplies and services
- Animal bedding

3.12.3 Stray Animals

Escaped or released (stray) animals evading a hazard can pose a risk to people, other animals, property or themselves. Stray animals may require containment or impoundment. Stray animals may require containment or impoundment; powers are available under legislation to achieve this.

The powers to manage the movement of animals during emergencies, including containment or impoundment are appointed under legislation (Refer to State Support Plan – Animal Welfare Section 3.4.4).

The AWC/Shire Rangers or nominated person/s will be responsible for managing stray animals. Additionally, under the SSP, Police are also authorized to manage the movement of stray animals.

Stray animals should be conveyed to the Animal Welfare Centre for registration by the AWC and for management by the appropriate organisation. Injured or distressed animals should be conveyed directly to a veterinarian for treatment and the AWC advised.



3.12.4 Access to Non-evacuated Animals

Animal owners or carers should not attempt to access the area unless permission has been given by the agency controlling the emergency.

Where animals are not evacuated, timely assessment and the application of treatment, routine care, euthanasia and deceased animal disposal, where applicable, is critical. Access to impacted and restricted areas to undertake assessment and management of animals is at the discretion of the Incident Controller.

In some situations, residents/property owners may be able to enter an affected area earlier than the general public in order to protect their property and attend to non-evacuated animals (proof of identity or property ownership is required).

Where access to impacted areas may not be permitted to residents/property owners or the general public for a protracted time, DPIRD will liaise with the controlling agency or HMA in relation to the issue of Restricted Access Permits to address animal welfare considerations. Restricted Access Permits may be issued in accordance with the State Emergency Management Plan section 5.3.3.

3.12.5 Assessment of Non-evacuated Animals

Where access is permitted to owners or carers, all effort should be made by those persons to undertake the assessment of impacted animals in their charge and initiate ongoing management.

Where access permits have been coordinated by DPIRD, it will also coordinate the following:

- assessment of impacted animals;
- prioritisation of (triage) the welfare needs of animals; and
- provision of a welfare assessment to assist the controlling agency or HMA to include animal welfare considerations in ongoing response and recovery operations.

3.12.6 Treatment

DPIRD will liaise with local government and other organisations to:

- determine the local veterinary capacity to meet animal treatment needs;
- identify capacity gaps in animal treatment; and
- coordinate actions to address capacity gaps, including:



- providing additional support for local veterinary practices;
- directing owners and carers to local veterinary practices;
- liaising with veterinary practices adjoining impacted areas to assist with animal treatment needs;
- facilitating contact with volunteer veterinary surgeons and veterinary nurses;
- and
- establishing triage sites for assessment and treatment (including euthanasia) of animals.

The Shire, if required, will request local Vets to establish a triage facility at a location determined by the Incident Controller. See LEMA Contacts Register for Local Veterinarian contact details.

3.12.7 Euthanasia

Methods of euthanising animals must be humane.

Where the owner or carer is unable to arrange euthanasia either on-site or by transporting to a suitable premises, and the animal has little or no chance of survival or continues to suffer harm if it remains alive, DPIRD will liaise with the controlling agency or HMA, to facilitate arrangements for euthanasia. Where this relates to wildlife, DPIRD will consult with DBCA. Actions may include:

- providing advice on the euthanasia of an animal or animals;
- providing advice on the fitness of an animal for transport;
- identifying suitably trained and equipped personnel to assist;
- identifying suitable resources to assist; and
- coordinating access permits for the purpose of transportation or on-site euthanasia.

Wherever possible, euthanasia activities will take place in consultation with the owner or carer. Where it is not possible to identify or contact the owner or carer of an animal and euthanasia is required, the owner or carer should be contacted as soon as is practical afterwards.

3.12.8 Disposal

The disposal of deceased animals is the responsibility of the owner or carer, however, DPIRD will coordinate with the controlling agency or HMA and Local Governments to provide advice on the timely and appropriate disposal of deceased animals during an emergency.

Guidance on approved procedures for deceased animal disposal is available on the DPIRD website:



<https://www.agric.wa.gov.au/emergency-response/livestock-carcase-disposal-after-fire-flood-or-drought>

3.12.9 Emergency Supplies

Emergencies may affect the supply and quality of water, pastures and other sources of food usually available to animals. This is particularly significant for non-evacuated animals located within the impacted area.

During the response phase, DPIRD will coordinate, in liaison with the controlling agency or HMA, the provision of emergency food and water by:

- identifying animals requiring access to food and water as part of the welfare assessment within the impacted area;
- liaising with local organisations to identify evacuated animals requiring access to emergency food and water;
- identifying potential sources of food and water including depots, distribution centres and water; and
- coordinating donations of food and other resources.

The allocation of food and water will aim to meet animals' basic nutritional requirements. In situations where the minimum requirements of an animal are unlikely to be met, consideration should be given to the agistment, temporary rehousing, rehoming, sale, adoption or euthanasia of an impacted animal, where relevant.

3.12.10 Reunite

Owners or carers should ensure their animals can be identified through appropriate up to date identification systems such as microchipping and the National Livestock Identification System.

The agency with responsibility for the coordination of a particular category of animals will coordinate with local government for the identification and reunification of displaced or stray animals during or as soon as practicable after an emergency.



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The Shire Rangers are responsible for domestic pet registrations and can assist with the reuniting process of displaced animals with their owner or carer.

If owners or carers are located within welfare centres, DPIRD will liaise with Department of Communities to reunite owners with their animals during or as soon as practicable after an emergency.

Unclaimed and surrendered dogs and cats will be dealt with as per provisions of the Dog Act 1976 and the Cat Act 2011. Abandoned, unclaimed or surrendered livestock and wildlife will be referred to the RSPCA and/or DPIRD.

3.13 Volunteers and Donations

During emergencies, additional resources and services may become available through charity/community groups and may include volunteering and donations of goods. DPIRD will coordinate arrangements to best utilise such resources and services, as required.

Where volunteers and donations relate to the welfare of wildlife, DPIRD will consult with DBCA, as required.

Unmanaged donations and volunteers can pose a hindrance to response activities and communication with the public as to when, where and what to donate needs to be timely and consistent. Every effort will be made to redirect volunteers and donations to suitable and established animal welfare service providers, and relevant animal related organisations. DPIRD will coordinate the updating of public messaging to provide consistent information for volunteering and donating and to promote the safety of individuals and responders.

All recovery activities in relation to volunteers and donations should be coordinated through the Local Recovery Coordination Group to avoid duplication of efforts.

3.14 Biosecurity

Activities typically undertaken in support of animal welfare in an emergency; such as establishing temporary or emergency shelters and agistment centres, supplying emergency food, accepting donations, may pose biosecurity risks as normal control processes may be interrupted.

Should a biosecurity hazard present, DPIRD is the Hazard Management Agency and implements the State Hazard Plan - Animal and Plant Biosecurity.



4 Recovery

4.1 Local Government

Local Government is responsible for managing recovery following an emergency affecting the community in its district as per Section 36(b) of the Emergency Management Act 2005.

Many of the response activities relating to animal welfare will transition into the Recovery phase of emergency management. During this time, DPIRD will coordinate to return the



responsibility for ongoing animal welfare activities back to the local government and the owners and carers of animals.

The role of the Shire of Toodyay is:

- Include animal welfare considerations in recovery plans;
- Liaise with DPIRD to transition the ongoing animal welfare activities back to the control of the Local Government and the animal owner or carer's.
- Review the effectiveness of any animal welfare plans; and
- Conduct debriefs with relevant internal and external parties at the conclusion of the operation.

4.2 Department of Primary Industries and Regional Development

- liaise with the State Recovery Coordinator or Controller and the WALGA to transition recovery back to local government.
- liaise with relevant agencies to transfer responsibility for ongoing animal welfare activities back to local government and the owner or carer;
- provide advice to the Controlling Agency or HMA and local government on animal welfare considerations, as part of the recovery plan;
- participate in post-emergency debriefs and reviews, as requested; and
- undertake a review of this Plan's effectiveness in consultation with the CAWE.

4.3 Department of Biodiversity, Conservation and Attractions

- assist DPIRD in providing animal welfare advice for the recovery plan;
- participate in post-emergency debriefs and reviews, as requested;
- participate as a member of the CAWE in reviewing this Plan; and
- review the effectiveness of the DBCA operational plan.

4.4 Department of Communities

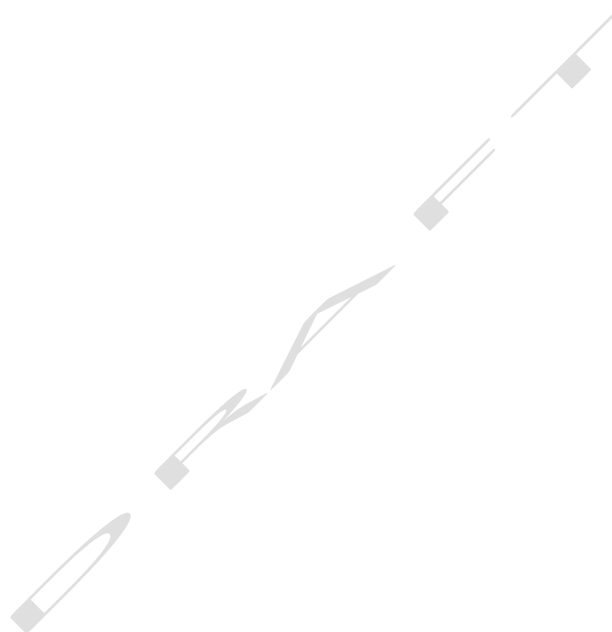
- consider animal welfare to the extent possible during the coordination of welfare services.



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4.5 Hazard Management Agencies/Controlling Agencies

- liaise with DPIRD to include animal welfare consideration into the recovery plan; and
- include animal welfare in post-emergency debriefs and reviews.



5 OTHER BUSINESS / NEW BUSINESS OF AN URGENT NATURE

5.1 CONTACT LIST

5.2 RISK MANAGEMENT

5.3 PRESENTATIONS OR EVENTS

5.4 INCIDENT/EXERCISE REPORTS

5.5 PROJECTS AND GRANT FUNDING

5.6 STRATEGIC REVIEW / PLANNING

5.7 ROUNDTABLE DISCUSSION AND AGENCY UPDATES

6 CONFIRMATION OF NEXT MEETING

The next meeting of the Local Emergency Management Committee Meeting is scheduled to be held on 8 November 2023 commencing at 10.30am.

7 CLOSURE OF MEETING

The Chairperson will close the meeting.