



SHIRE OF RAVENSTHORPE

LOCAL EMERGENCY MANAGEMENT ARRANGEMENTS 2026

Local Emergency Management Plan



Document control and approvals

Item	Details
Document title	Shire of Ravensthorpe Local Emergency Management Arrangements 2026 - Local Emergency Management Plan

Item	Details
Status	Draft for Local Emergency Management Committee endorsement and Council approval
Prepared under	Emergency Management Act 2005 (WA), Part 3, Division 2, including sections 41-43
Responsible local government	Shire of Ravensthorpe
Public availability	Shire website and Shire Administration Offices
Major review cycle	At least every five years, and following an emergency requiring an Incident Support Group or significant recovery coordination, or as otherwise required
Related controlled documents	Incident Support Handbook; Emergency Management Workplan; Local Recovery Plan; local evacuation plans; resource/contact registers

Approval

Approval stage	Name / position	Date
Endorsed by LEMC	Chair, Shire of Ravensthorpe Local Emergency Management Committee	2 September 2026
Approved by Council	Shire President / Council Resolution No. ____	_____
Noted	Relevant District Emergency Management Committee	_____
Noted	State Emergency Management Committee	_____

Amendment record

Version	Date	Summary	Author / approver
2009-2024	Various	Previous LEMA versions and reviews; most recent comprehensive update dated 30 August 2024	Shire / LEMC
2026 Draft	August 2026	Comprehensive rewrite aligned to the 2026 State EM Framework and SEMC interim minimum LEMA requirements; strategic and operational content separated	Shire of Ravensthorpe / LEMC
2026 Draft	3 September	Edit to agency responsibilities to clarify for an Evac Centre Opening	CEO and LEMC

Contents

Document control and approvals	1
Approval.....	2
Amendment record	2
Executive summary.....	5
1. Purpose and scope.....	6
1.2 Purpose.....	6
1.3 Scope	6
1.4 Emergency management principles.....	6
2. Local context.....	6
2.1 District profile	6
2.2 Settlement and access pattern.....	7
2.3 Seasonal and operational considerations.....	7
3. Emergency risk profile	8
3.1 Priority hazards and disruptions	8
4. Emergency management policies, priorities and strategies.....	10
5. Governance and the Local Emergency Management Committee	11
5.1 Local government responsibilities	11
5.2 LEMC role.....	11
5.3 Membership and meetings.....	11
5.4 Key LEMC positions.....	12
6. Roles and responsibilities	12
7. Coordination of emergency operations	13
7.1 Control and local government support.....	14
7.2 Incident Support Group.....	14
7.3 Local emergency coordination facilities	14
8. Public information and warnings	15
9. Evacuation, refuge and emergency relief and support.....	16
9.1 Evacuation planning.....	16
9.2 Emergency relief and support	16
9.3 Identified facilities	16
10. People and places requiring special consideration.....	17
11. Local government facilities and infrastructure available for emergency use	18
12. Recovery arrangements	19
12.1 Local Recovery Coordinator	19
12.2 Recovery principles	19
12.3 Transition to recovery.....	19
13. Financial, legal, records and work health and safety arrangements.....	19
14. Exercising, training, capability and lessons.....	20

14.1 Three-year exercise schedule	20
14.2 Lessons management.....	22
15. Review, maintenance and reporting.....	22
Appendix A - Hazard profile and local planning considerations	23
Appendix B - LEMC governance framework.....	25
Appendix C - Evacuation / relief and refuge sites register.....	26
Appendix D - Critical infrastructure categories	27
Appendix E - Related plans, policies and reference documents	28
Appendix F - Public contact points	30
Appendix G - 2026 review findings from the 2024 LEMA.....	31
References.....	32



Executive summary

These Local Emergency Management Arrangements (LEMA) establish the Shire of Ravensthorpe's strategic framework for prevention, preparedness, response support and recovery across the district. The document has been comprehensively rewritten from the Shire's August 2024 LEMA and reflects the State Emergency Management Committee's 2026 direction that LEMA be locally specific, risk-informed, practical and clearly distinguish strategic requirements from operational information.

The Shire is a large, sparsely populated coastal and agricultural local government with townsites and communities dispersed across approximately 12,872 square kilometres. Its risk environment includes extensive bushland and national park, broadacre agriculture, mining and processing activity, long transport corridors, isolated coastal settlements and recreation sites, seasonal tourism, telecommunications and power vulnerabilities, and exposure to severe weather and coastal hazards.

Section 41 of the Emergency Management Act 2005 requires each local government to ensure local emergency management arrangements are prepared for its district. The arrangements must set out the local government's emergency management policies, roles and responsibilities, coordination arrangements, likely emergencies, strategies and priorities, and must be consistent with State emergency management policies and plans.

Recent bushfire activity reinforces the need for contemporary arrangements. The Shire reported multiple significant fire events during 2025 and an extended period of major bushfire activity between December 2025 and February 2026, including the West River and Fitzgerald River National Park fires. These events, along with fuel security concerns discussed by the LEMC in 2026, inform the priorities in this Plan.

This Plan is informed by the Emergency Management Act 2005, Emergency Management Regulations 2006, current State Emergency Management Policy, State Emergency Management Plan, State Emergency Management Procedure, relevant State Hazard Plans and State Support Plans.

2026 approach

The State Emergency Management Committee released new LEMA templates and guidance in August 2026. The new approach encourages a strategic Local Emergency Management Plan supported by a controlled Incident Support Handbook and an Emergency Management Workplan. This document is drafted on that basis and contains the statutory and strategic elements required for Council approval.

1. Purpose and scope

1.2 Purpose

- Provide a clear, community-focused strategic framework for emergency management within the Shire of Ravensthorpe.
- Identify the emergencies most likely to affect the district and the local consequences that should shape preparedness.
- Define local governance, roles, responsibilities, coordination and escalation arrangements.
- Set local emergency management priorities across prevention, preparedness, response support and recovery.
- Identify evacuation and refuge facilities, local government facilities and infrastructure available to support emergency operations, and groups or places requiring special consideration.
- Establish exercising, review, reporting and continuous improvement requirements.

1.3 Scope

These arrangements apply to the whole Shire of Ravensthorpe district, including Ravensthorpe, Hopetoun, Munglinup, Jerdacuttup, Fitzgerald, Kundip, Desmond, West River and surrounding rural, coastal and conservation areas. They describe the Shire's role in supporting Controlling Agencies and Hazard Management Agencies and in coordinating local recovery. They do not replace agency operational plans or hazard-specific State plans.

1.4 Emergency management principles

- Risk management approach
- Shared responsibility for resilience
- All-hazards approach
- Graduated approach
- All-agencies coordinated and integrated approach
- Continuous improvement
- Community engagement
- Integrated information management

2. Local context

2.1 District profile

The Shire of Ravensthorpe is located in the southern Goldfields-Esperance region of Western Australia, approximately 530 kilometres south-east of Perth. It is traversed by South Coast Highway (National Route 1) and adjoins the Shires of Esperance, Jerramungup and Lake Grace. The district covers approximately 12,872 km².

The 2021 Census recorded 2,085 people in the local government area, with a median age of 42. The population fluctuates with mining, agriculture, seasonal employment and tourism. The district contains extensive natural vegetation, including Fitzgerald River National Park and other reserves, broadacre agricultural land, mineral projects, townsites and dispersed rural residences.

2.2 Settlement and access pattern

Area	Emergency management significance
Ravensthorpe	Administrative centre; hospital, police, emergency services, airport, major community facilities and strategic road links.
Hopetoun	Coastal township with seasonal population increases, coastal and bushfire exposure, limited road access and important marine/recreation activity.
Munglinup	Small rural community on South Coast Highway with agricultural, bushfire, transport and service continuity considerations.
Jerdacuttup	Small rural community with dispersed agricultural population and potential isolation during road closure or bushfire.
Fitzgerald / West River / coastal settlements	Dispersed communities and recreation areas with long response distances, bushfire and access constraints.
Fitzgerald River National Park and coastal reserves	High conservation value, significant visitation, rugged terrain, limited communications in some locations and recurrent bushfire exposure.

2.3 Seasonal and operational considerations

- Bushfire season, restricted/prohibited burning periods and periods of elevated fire danger.
- Harvest and seeding periods, when agricultural machinery and volunteer availability may affect risk and response capacity.
- Christmas/New Year, Easter, school holidays, summer coastal visitation and the annual wildflower season, which increase visitor numbers and transient populations.
- Severe winter weather, intense rainfall and coastal storm impacts that can affect roads, drainage, coastal access and essential services.
- Mining construction/operations, care-and-maintenance transitions and workforce accommodation that can alter population, traffic and industrial hazard profiles.
- Long road distances, single/limited access routes to some communities, and dependence on telecommunications, electricity, fuel and freight networks.

3. Emergency risk profile

The LEMA is informed by the Shire's previous emergency risk work, the Goldfields-Esperance District Risk Profile, the Shire Bushfire Risk Management Plan 2024-2029, the Hopetoun Coastal Hazard Risk Management and Adaptation Plan, current State hazard information, local incident history and LEMC knowledge. The SEMC's 2026 interim guidance allows local governments to use a risk assessment approach proportionate to local circumstances, provided the LEMA is informed by local hazards, risks and vulnerabilities.

3.1 Priority hazards and disruptions

Hazard / disruption	Local relevance	Planning priority
Bushfire	Extensive bushland, national park, agricultural land, dispersed settlements, lightning ignition, recent major fires and seasonal visitor exposure.	Very High
Severe weather / storm / heavy rainfall	Can isolate communities, damage roads and coastal infrastructure, disrupt power/telecommunications and create dangerous travel conditions.	High
Coastal erosion / inundation / storm surge	Hopetoun is identified as a coastal erosion hotspot; coastal assets, roads, recreation areas and residences may be affected.	High
Heatwave / extreme heat	Risk to older people, children, outdoor workers, visitors and people without effective cooling; may coincide with fire and power disruption.	High
Human biosecurity / epidemic	District-level risk evidence identifies human epidemic as significant; remote service capacity and workforce continuity can be constrained.	High
Animal and plant biosecurity	Major agricultural economy and biodiversity values create potentially serious economic, environmental and community consequences.	High
Hazardous materials / industrial incident	Mining, processing, fuel, dangerous goods transport and water/wastewater facilities create local HAZMAT risks.	Medium-High
Road / transport crash	South Coast Highway and long-distance freight routes; remote response distances and potential mass-casualty incidents.	Medium-High

Hazard / disruption	Local relevance	Planning priority
Marine incident / search and rescue	Hopetoun and coastal recreation, boating, fishing, national park and isolated beaches require marine/search coordination.	Medium
Earthquake	Lower likelihood but potentially significant impacts to older buildings, utilities, transport and communications.	Medium
Essential service disruption	Telecommunications, power, water, fuel and freight interruptions can rapidly affect isolated communities and emergency operations.	High
Air crash / aerodrome emergency	Ravensthorpe Airport supports emergency/medical access and has an aerodrome emergency plan; low frequency but high consequence.	Medium

Risk treatment principle

Hazard-specific response is led by the relevant Hazard Management Agency or Controlling Agency. The Shire's priorities are to reduce local risk where it has authority, maintain local capability, support coordinated response, protect continuity of essential local government services and lead community recovery.



4. Emergency management policies, priorities and strategies

Priority	Policy / strategy
1. Life safety and community protection	Support timely warnings, evacuation, shelter/refuge decisions and protection of people at higher risk, while recognising that operational control rests with the relevant Controlling Agency.
2. Bushfire resilience	Maintain the Bushfire Risk Management Plan, Firebreak Notice, brigade capability, fuel reduction program, water/access planning and close coordination with DFES, DBCA, neighbouring local governments and volunteers.
3. Community preparedness	Promote Emergency WA, household and business preparedness, seasonal campaigns, local emergency information and community-led resilience initiatives.
4. Local government capability	Maintain trained staff for incident support, emergency relief and support liaison, logistics, communications, infrastructure assessment and recovery.
5. Infrastructure and service continuity	Protect and restore priority roads, water access, local government facilities, waste services, communications support, public information channels and other critical municipal functions.
6. Strong partnerships	Use the LEMC to maintain relationships with WA Police, DFES, DBCA, Communities, WA Health, St John WA, DPIRD, utilities, schools, community groups, mining/industry and neighbouring local governments.
7. Recovery readiness	Maintain a current Local Recovery Plan, trained Local Recovery Coordinator, recovery governance arrangements and mechanisms for impact assessment, community engagement and financial tracking.
8. Continuous improvement	Conduct annual exercises and capability reviews, maintain a three-year exercise schedule, capture lessons from incidents and exercises, and update controlled operational information regularly.



5. Governance and the Local Emergency Management Committee

5.1 Local government responsibilities

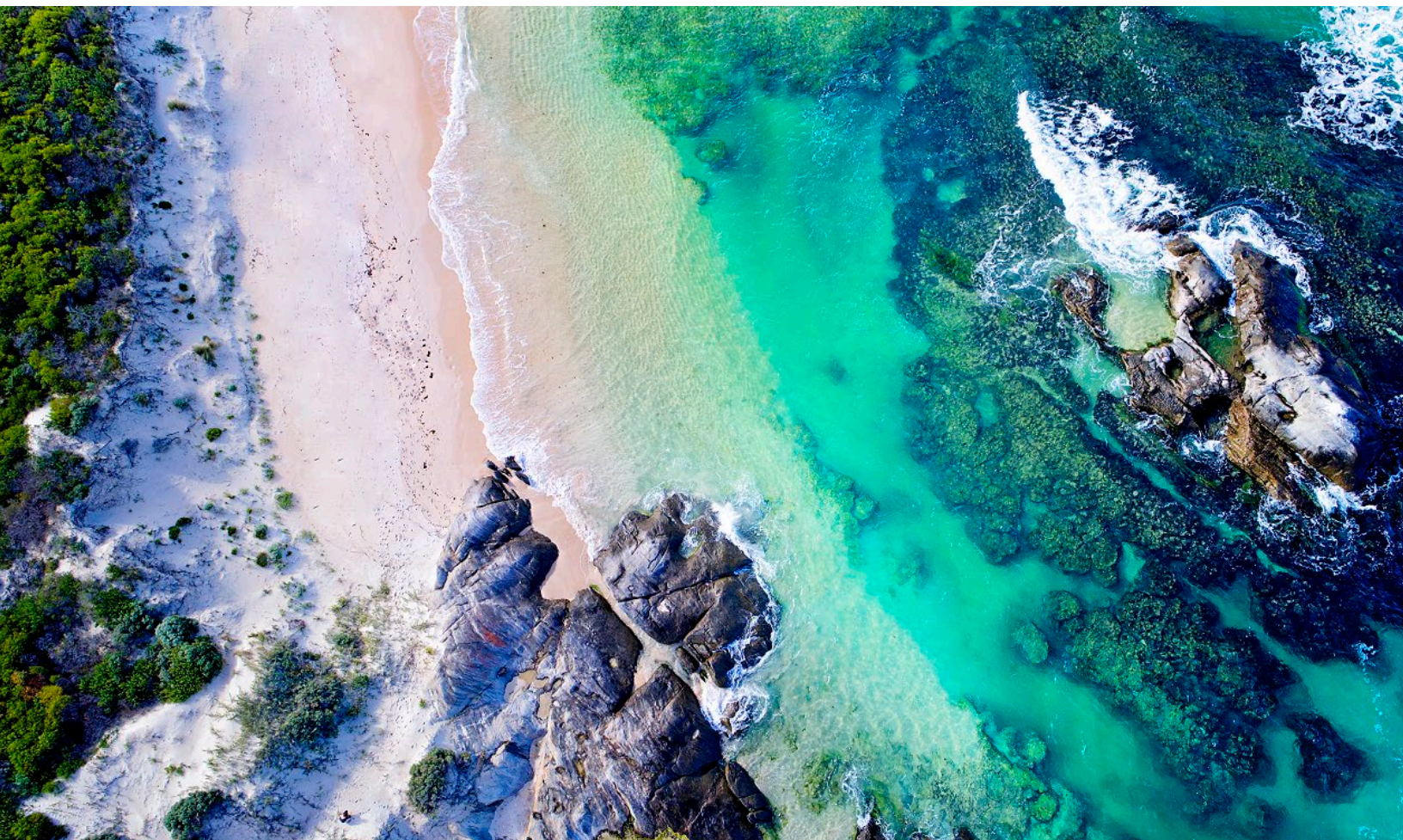
- Ensure effective LEMA are prepared and maintained for the district.
- Establish and administer a Local Emergency Management Committee under section 38 of the Emergency Management Act 2005.
- Manage local recovery following an emergency affecting the community.
- Perform other emergency management functions assigned by legislation, State EM arrangements or lawful direction.
- Make strategic LEMA documents available to the public.

5.2 LEMC role

The Shire of Ravensthorpe LEMC is an advisory and preparedness body, not an operational incident management body. It assists the Shire to develop, review and test LEMA, understand local risks, coordinate preparedness, share information and lessons, and strengthen relationships between agencies, industry and community organisations.

5.3 Membership and meetings

Membership must include at least two local government representatives and the Local Emergency Coordinator, together with agencies and organisations relevant to local risks. The Shire should maintain membership from emergency services, health, relief and support, infrastructure/utility, education, agriculture, conservation, community and major industry sectors. The LEMC should meet at least quarterly, or more frequently when seasonal risk or emerging issues require.



5.4 Key LEMC positions

Role	2026 arrangement
Chair	Shire President Cr Rachel Gibson, or another person appointed by the local government.
Deputy Chair	Appointed by the LEMC / local government.
Local Emergency Coordinator	Appointed by the State Emergency Coordinator, WA Police officer.
Executive Officer	Shire officer nominated by the Chief Executive Officer.
Local Recovery Coordinator	Chief Executive Officer Nicole O'Neill or another person formally nominated by the local government.
Local Government Liaison Officer	Shire officer nominated for ISG/IMT liaison as required.
Emergency Relief and Support Liaison	Shire officer nominated to support Department of Communities at local evacuation / relief centres.

6. Roles and responsibilities

Role / organisation	Key responsibilities in the local arrangements
Shire of Ravensthorpe	Maintain LEMA; support emergency operations within capability; provide local knowledge, facilities, works/logistics and liaison; maintain community information channels; protect municipal service continuity; coordinate local recovery.
Hazard Management Agency	Lead prescribed emergency management functions for a hazard in accordance with legislation and the State EM Framework.
Controlling Agency	Control response activities for the incident, establish incident objectives and coordination arrangements, issue operational public information and manage transition to recovery.
WA Police / Local Emergency Coordinator	Support local coordination, advise the LEMC and assist HMAs with coordinated response as provided under the EM Act.

Role / organisation	Key responsibilities in the local arrangements
DFES	HMA/Controlling Agency functions for relevant hazards; support local government and volunteer emergency services; provide district emergency management advice.
DBCA	Manage fire and other incidents on DBCA-managed lands where applicable; provide parks, conservation and land-management expertise.
Department of Communities	Coordinate emergency relief and support services and evacuation centre operations under the State Support Plan - Emergency Relief and Support.
WA Country Health Service / Department of Health	Health service continuity, public health and human biosecurity responsibilities.
DPIRD	Animal and plant biosecurity and animal welfare in emergencies responsibilities and agricultural liaison.
St John WA	Ambulance and pre-hospital emergency care.
Utilities / service providers	Maintain and restore essential services; provide outage and technical information to emergency coordination arrangements.
Industry and mining operators	Manage site emergencies, share risk information, maintain internal emergency plans and, where agreed and safe, provide specialist resources or mutual support.
Community organisations	Support local communication, community connection, vulnerable people, local knowledge and recovery where appropriate.



7. Coordination of emergency operations

7.1 Control and local government support

The relevant Controlling Agency retains control of emergency response. The Shire supports the response within available capability and statutory authority. Requests for Shire assistance should, wherever practicable, be coordinated through the Incident Controller, Incident Support Group or other established incident coordination process.

7.2 Incident Support Group

An Incident Support Group (ISG) may be convened by the Incident Controller where the scale or complexity of an incident requires multi-agency coordination. The Shire will provide an authorised liaison representative where requested. The Local Recovery Coordinator should be engaged early where significant community impacts or a recovery requirement are likely.

7.3 Local emergency coordination facilities

Facility	Primary use / note
Shire Administration / Council Chamber, 65 Morgans Street, Ravensthorpe	Primary local government coordination and meeting location where suitable.
Ravensthorpe SES / emergency services facilities	Operational emergency service coordination subject to agency requirements.
Hopetoun emergency services / community facilities	Alternative local coordination location for incidents affecting Hopetoun and the coast.
Munglinup Community Centre / local facilities	Local coordination point where suitable for Munglinup incidents.
Alternative / virtual arrangements	To be selected by Incident Controller and Shire according to hazard, access, communications and building safety.

Detailed access instructions, after-hours contacts, communications equipment and room configurations are maintained in the controlled Incident Support Handbook.

8. Public information and warnings

The Controlling Agency is responsible for authoritative emergency warnings and incident information. The Shire supports distribution of verified information and local service updates, avoiding duplication or inconsistent messaging. The Shire President will speak on behalf of the Shire.

- Emergency WA website and app should be promoted as the primary source of official warnings and incident information.
- The Shire website and official social media may amplify authoritative warnings and provide Shire-specific service, road, facility, waste, community and recovery information.
- ABC Local Radio and other broadcast media may be used as part of State warning arrangements.
- Variable message boards, community noticeboards, local community networks and direct messaging systems may supplement official warnings when authorised and appropriate.
- Information should be accessible, plain-language, timely and consider visitors, people with disability, older people, children, people with limited digital connectivity and people who may need additional assistance.



9. Evacuation, refuge and emergency relief and support

9.1 Evacuation planning

The decision to evacuate and operational management of evacuation is the responsibility of the relevant Controlling Agency. The Shire and LEMC are responsible for pre-emergency planning, local information, identification of suitable facilities and routes, and support to the Controlling Agency and Department of Communities.

Evacuation planning must account for road closures, fire direction, coastal hazards, smoke, flooding, power loss, visitor populations, livestock and companion animals, mobility and transport needs, and the possibility of receiving evacuees from neighbouring districts.

9.2 Emergency relief and support

The Department of Communities is the State support organisation responsible for coordinating emergency relief and support services. Local government facilities may be used as evacuation or relief centres by agreement and following assessment of safety and suitability. The Shire will provide facility access and a local government liaison officer as required.

9.3 Identified facilities

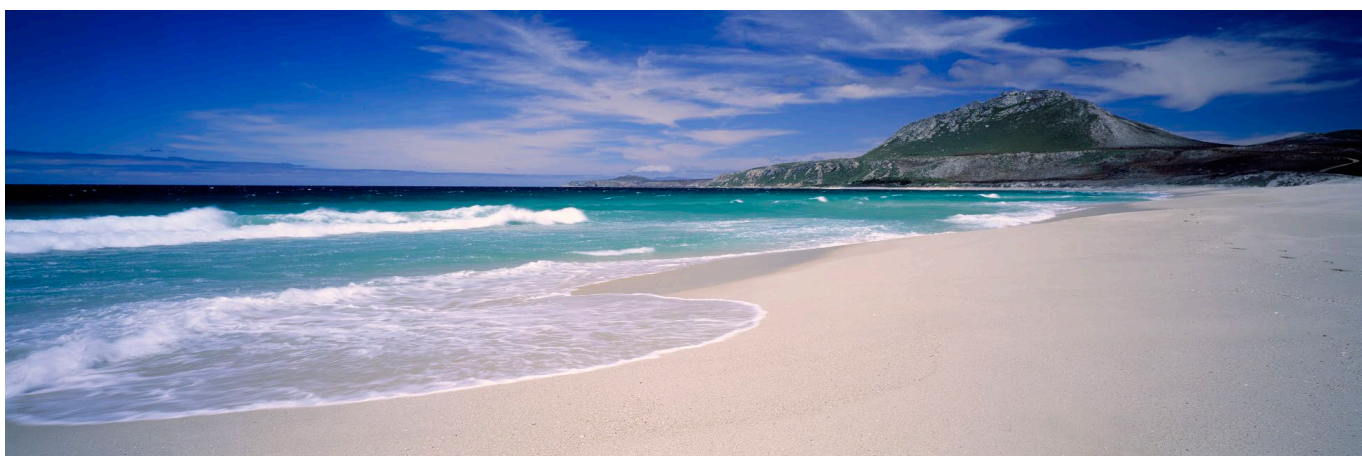
Location	Facility	Use / limitations
Ravensthorpe	Ravensthorpe and District Entertainment Centre / Sporting Complex	Primary large community facility; suitability depends on hazard, access, power, water and operational assessment.
Ravensthorpe	Ravensthorpe Town Hall / Community Hall	Secondary community facility; hazard suitability must be confirmed before activation.
Hopetoun	Hopetoun Community Centre and/or Hopetoun sporting facilities	Potential evacuation / relief facility subject to hazard-specific assessment and Communities activation.
Munglinup	Munglinup Community Centre / Sports Pavilion	Potential local relief point; capacity and duration may be limited.
Jerdacuttup	Jerdacuttup Community Hall	Potential local assembly / relief point where safe and suitable.

No facility is automatically safe - A listed facility is not a guaranteed refuge for every hazard. The Controlling Agency and Department of Communities will determine where and when to open an Evacuation Centre.

10. People and places requiring special consideration

Emergency planning must consider people and facilities that may require additional assistance, tailored communication, transport, continuity planning or early contact.

Group / place	Planning considerations
Schools and early childhood services	Ravensthorpe District High School, Hopetoun Primary School, Munglilup Primary School, Jerdacuttup Primary School, childcare/early learning services; school/centre emergency plans and parent reunification.
Health and aged-care clients	Ravensthorpe Health Service, medical services, aged-care/residential units and home-care clients; medical continuity, transport, medication, oxygen and support needs.
People with disability or mobility limitations	Accessible transport, accessible facilities, carers, assistance animals, communication support and continuity of essential equipment.
Visitors and campers	Limited local knowledge, variable telecommunications, remote campgrounds and beaches, language/accessibility needs and high seasonal numbers.
Isolated rural residents	Long travel distances, road access, power/communications outages, agricultural responsibilities and limited immediate support.
Aboriginal communities and cultural heritage places	Culturally safe engagement, protection of cultural values and liaison with Traditional Owners where relevant to the affected area.
Animal owners and primary producers	Livestock movement, fodder/water, carcass management, companion animals and animal welfare planning.



11. Local government facilities and infrastructure available for emergency use

Asset / capability	Potential emergency use
Shire administration offices and Council Chamber	Coordination, meetings, public information, administration and recovery functions.
Ravensthorpe and District Entertainment Centre / Sporting Complex	Large indoor space, assembly, relief support, staging or workforce support subject to hazard suitability.
Town halls, community centres and sporting pavilions	Community assembly, briefings, relief or recovery activities subject to safety and availability.
Ravensthorpe Airport	Aviation access, RFDS and emergency logistics subject to Aerodrome Emergency Plan and operational status.
Works depots and plant	Road clearance, earthmoving, water cartage, traffic management, debris management and logistics within capability.
Local road network and signage assets	Traffic management, detours, local access information and recovery works.
Waste facilities	Emergency waste and debris management subject to site capacity and environmental requirements.
Shire communications channels	Website, social media, community messaging and local notice systems for verified public information.
Bush fire brigade facilities and appliances	Fire response capability governed by Bush Fires Act arrangements and DFES/incident command processes.

12. Recovery arrangements

Under section 36 of the Emergency Management Act 2005, local government is responsible for managing recovery following an emergency affecting the community in its district. The Shire will maintain a Local Recovery Plan consistent with the State EM Framework and current recovery guidance.

12.1 Local Recovery Coordinator

The Shire will formally nominate a Local Recovery Coordinator. For continuity, the preferred arrangement is to nominate the Chief Executive Officer by position, with the Director Regulatory Services.

12.2 Recovery principles

- Community-led and locally informed recovery.
- Early activation and engagement of recovery arrangements during response where impacts are significant.
- Coordination across the social, built, economic and natural environments.
- Clear transition arrangements from the Controlling Agency to local recovery coordination.
- Accessible, trauma-informed and culturally appropriate communication and engagement.
- Accurate impact assessment, financial records, evidence capture and transparent decision-making.
- Long-term monitoring of recovery outcomes and emerging needs.

12.3 Transition to recovery

Before transition, the Shire should receive a briefing on residual risks, identified impacts, ongoing response activity, public information arrangements, emergency relief and support services already underway, and any immediate priorities. Recovery may commence while response operations continue, provided interfaces are clearly coordinated.

13. Financial, legal, records and work health and safety arrangements

- Expenditure during emergencies must comply with applicable legislation, Council delegations, purchasing requirements and authorised emergency financial arrangements.
- The Shire will maintain separate cost centres/project codes or equivalent records where practicable to capture emergency response support and recovery expenditure.
- Officers must preserve records of decisions, requests, resource commitments, contracts, public information, damage assessments and recovery actions in accordance with the State Records Act 2000 and Shire recordkeeping requirements.
- Work health and safety obligations continue during emergency management activities. Dynamic risk assessment, fatigue management, safe systems of work and appropriate supervision remain essential.
- Insurance, Disaster Recovery Funding Arrangements Western Australia (DRFAWA) and other assistance programs should be considered as applicable; eligibility is not assumed and evidence requirements must be followed.

14. Exercising, training, capability and lessons

The Shire will conduct an annual capability review, maintain a rolling three-year exercise schedule and participate in at least one emergency management exercise each year involving relevant LEMC members and community stakeholders. Exercises should test arrangements that reflect local risks and practical Shire responsibilities.



14.1 Three-year exercise schedule

Year	Exercise focus	Core objectives	Participants
2026-27	Bushfire + community evacuation / relief centre	Test Shire liaison, evacuation facility activation, Communities interface, public information, road/access information and transition to recovery.	Shire, DFES/DBCA, WA Police, SES Communities, St John, health, schools/community, utilities, brigades.
	Exercise 2: AirCrash	Test Shire liaison, evacuation facility activation, Communities interface, public information, road/access information and transition to recovery.	Shire, DFES/DBCA, WA Police, SES, Communities, St John, health, mining companies, community, utilities, brigades.
2027-28	Severe weather / coastal isolation and essential service disruption	Test multi-town coordination, communications failure, road closures, power/water disruption, welfare checks, visitor information and business continuity.	Shire, SES/DFES, WA Police, utilities, Main Roads, Communities, health, community groups.
2028-29	Hazardous materials / transport incident with recovery consequences	Test agency coordination, Shire infrastructure support, exclusion zones, public information, impact assessment, emergency waste and recovery activation.	Controlling Agency, Shire, WA Police, DFES, SES health, industry, DPIRD/DBCA as relevant.

14.2 Lessons management

After exercises and significant incidents, the Shire and LEMC will record observations, identify lessons, assign actions and track completion through the Emergency Management Workplan. Recent bushfire debriefs, including the February 2026 West River fire debrief, should inform future capability development and exercising.

15. Review, maintenance and reporting

Requirement	Frequency / trigger	Responsibility
Major LEMA review	At least every five years	Shire with LEMC consultation; strategic plan to Council.
Post-incident review	After an emergency requiring ISG activation or significant recovery coordination	Shire / LEMC with relevant agencies.
Operational contact and resource registers	At least quarterly for contacts; at least annually for resources, and after significant changes	Executive Officer / document owners.
LEMC Terms of Reference	Regularly; at least every five years, with a two-year review cycle considered good practice	Shire / LEMC.
Exercise schedule	Rolling three-year schedule; reviewed annually	Shire / LEMC.
Annual capability review	Annually	Shire with LEMC input.
LEMC annual report	Annually to DEMC in accordance with current State procedure	LEMC Executive Officer / Chair.
Public strategic LEMA availability	Current approved version maintained online and at Shire offices	Shire.

Appendix A - Hazard profile and local planning considerations

Hazard	Local drivers	Potential consequences	Local planning emphasis
Bushfire	Lightning, agricultural activity, escaped fire; extensive fuels; recent major incidents.	Life safety; town/road isolation; smoke; homes/farms; biodiversity; tourism; utilities.	BRMP 2024-2029; Firebreak Notice; brigade preparedness; water/access; evacuation planning; public warnings; recovery.
Severe weather / storm	Strong winds, intense rainfall, lightning, hail and coastal weather.	Road damage/closure; fallen trees; power/telecommunications failure; building damage; stranded travellers.	Drainage/road preparedness; SES coordination; alternate communications; facility readiness; public information.
Coastal hazard	Erosion, inundation and storm surge affecting Hopetoun and coastal access.	Damage to roads, public assets and private property; access loss; beach/coastal safety.	Implement CHRMAP; monitor hotspots; warning/closure protocols; evacuation/access planning; long-term adaptation.
Heatwave	Extended extreme heat, potentially coinciding with outages or fires.	Health impacts; stress on elderly/children/outdoor workers; cooling demand; fire risk.	Identify cool facilities; community messaging; continuity of power/water; welfare checks.
Human biosecurity	Epidemic or biological incident.	Health demand; workforce shortages; service disruption; vulnerable populations.	Public health liaison; business continuity; hygiene/communications; support emergency relief and recovery.
Animal/plant biosecurity	Serious livestock, crop, weed or pest outbreak.	Agricultural loss; movement restrictions; environmental impacts; business/community stress.	DPIRD liaison; producer communications; biosecurity compliance; recovery and economic support.

Hazard	Local drivers	Potential consequences	Local planning emphasis
HAZMAT / industrial	Mining/processing, fuel and dangerous goods transport, wastewater or chemical incident.	Toxic exposure; evacuation; contamination; road closure; environmental damage.	DFES/agency response support; exclusion zones; local information; environmental health; recovery/waste planning.
Road/transport crash	Highway/freight traffic, long distances and fatigue.	Casualties; road closure; stranded travellers; hazardous loads.	WA Police/St John/DFES coordination; detours; welfare support; public information.
Marine / search and rescue	Boating, fishing, beaches, national park and isolated coastline.	Missing/injured people; difficult access; weather exposure.	Marine Rescue/WA Police/DFES coordination; local access knowledge; communications and staging support.
Earthquake	Low-frequency seismic event.	Building/utility/road damage; communications and service failure.	All-hazards response support; damage assessment; evacuation and recovery planning.
Essential services disruption	Power, water, telecoms, fuel, freight/supply chain.	Rapid impacts to health, communications, food/fuel, businesses and emergency response.	Provider liaison; priority facilities; alternative communications; fuel/logistics contingencies; community messaging.
Aerodrome emergency	Aircraft accident or operational emergency.	Casualties; fire; restricted airport access; disruption to RFDS/logistics.	Maintain Aerodrome Emergency Plan; interagency exercise; access/control and recovery interfaces.

Appendix B - LEMC governance framework

- The LEMC is established under section 38 of the Emergency Management Act 2005.
- Its statutory function is to advise and assist the local government in ensuring that LEMA are established, reviewed and tested.
- Membership should reflect local hazard, vulnerability, industry and community characteristics and include the Local Emergency Coordinator.
- Meetings should occur at least quarterly and address seasonal preparedness, risk, exercising, lessons, plan maintenance, capability, emerging issues and actions.
- The Executive Officer maintains agendas, minutes, action registers, membership records, annual reporting and document control.
- The LEMC annual report is submitted to the relevant DEMC in accordance with current State procedure.
- Issues beyond local resolution may be escalated to the DEMC through the District Emergency Management Advisor.



Appendix C - Evacuation / relief and refuge sites register

Town / locality	Potential facility	Strategic note
Ravensthorpe	Ravensthorpe and District Entertainment Centre / Sporting Complex	Primary large facility; assess hazard exposure, access, utilities and capacity before activation.
Ravensthorpe	Ravensthorpe Town Hall / Community Hall	Secondary option; may support community meetings, relief or recovery functions.
Hopetoun	Hopetoun Community Centre	Central community facility; suitability varies by coastal/bushfire hazard and access.
Hopetoun	Hopetoun sporting pavilion / precinct facilities	Potential short-term relief or assembly support.
Munglinup	Munglinup Community Centre / Sports Pavilion	Local facility; limited capacity and resupply considerations.
Jerdacuttup	Jerdacuttup Community Hall	Local assembly/support option where safe.



Appendix D - Critical infrastructure categories

Category	Examples / locations to maintain in controlled register
Health	Ravensthorpe Health Service; local medical practices; ambulance facilities.
Emergency services	Police stations, SES, VFRS/VFES, bush fire brigade sheds, Marine Rescue.
Water	Water Corporation infrastructure, tanks, treatment facilities, community/fire water sources.
Power	Horizon Power / Western Power / generation and distribution assets relevant to local communities.
Communications	Telstra/mobile towers, exchanges, DFES/WAPOL repeaters, NBN/community Wi-Fi and radio systems.
Transport	South Coast Highway, key local roads, bridges/culverts, Ravensthorpe Airport, Hopetoun emergency airstrip, boat ramps.
Community facilities	Entertainment centre, halls, community centres, schools and sporting facilities.
Waste / environmental health	Waste facilities, wastewater treatment and other facilities requiring continuity or environmental controls.
Industry	Mining, processing, fuel and other sites with emergency response capability or hazardous inventories.

Appendix E - Related plans, policies and reference documents

Document	Relevance
Emergency Management Act 2005 (WA)	Primary legislation for local emergency management arrangements, LEMC and recovery responsibilities.
Emergency Management Regulations 2006 (WA)	Prescribed hazards, HMAs and emergency management principles.
State Emergency Management Policy (current version, 20 August 2026)	Strategic State emergency management policy and local government responsibilities.
State Emergency Management Plan (current version, 30 June 2026)	All-hazards State arrangements across PPRR.
State Emergency Management Procedure (current version, August 2026)	Procedural requirements including LEMA review, LEMC administration, exercising and reporting.
SEMC Local Emergency Management Arrangements Guideline / 2026 LEMA Improvement Program guidance	Guidance and interim minimum requirements for LEMA.
State Support Plan - Emergency Relief and Support (30 June 2026)	State arrangements for emergency relief and support led by Department of Communities.
WA Community Evacuation in Emergencies Guideline	Guidance for pre-emergency and operational evacuation planning.
Local Recovery Guideline and Resources	Local recovery planning and operational recovery resources; noting State resources are under review following 2025 recovery changes.
State Hazard Plans	Current hazard-specific arrangements, including Fire, Human Biosecurity, Animal and Plant Biosecurity and other relevant plans.
Shire of Ravensthorpe Bushfire Risk Management Plan 2024-2029	Bushfire risk treatment planning for the district.
Shire of Ravensthorpe Firebreak Notice 2026-2027	Property preparedness and firebreak requirements.

Document	Relevance
Hopetoun Coastal Hazard Risk Management and Adaptation Plan 2024	Coastal erosion/inundation risk and adaptation planning.
Ravensthorpe Aerodrome Management Plan and Aerodrome Emergency Plan	Airport operational and emergency arrangements.
Shire Business Continuity, financial delegations, budget, communications and asset plans	Internal plans supporting emergency management capability and continuity.



Appendix F - Public contact points

Organisation / service	Public contact
Emergency - life threatening	000
Emergency WA - alerts and warnings	emergency.wa.gov.au / Emergency WA app
SES emergency assistance	132 500
Shire of Ravensthorpe	08 9839 0000 shire@ravensthorpe.wa.gov.au
Shire after-hours emergency contact	0427 381 098
WA Police - Ravensthorpe / Hopetoun	Use 000 for emergencies; 131 444 for non-urgent police assistance; local station details maintained operationally.
Department of Fire and Emergency Services	13 3337 for emergency information where applicable; operational contacts maintained in controlled handbook.
Department of Communities	Emergency relief/support operational contacts maintained in controlled handbook.
Water Corporation	13 13 75
Horizon Power emergency	13 23 51
Western Power emergency / faults	13 13 51
Main Roads WA	138 138

Appendix G - 2026 review findings from the 2024 LEMA

2024 issue / observation	2026 treatment
Strategic and operational information were combined,	Separate and establish Incident Support Handbook and controlled registers.
Terminology included legacy “welfare” wording and some superseded agency names/roles.	Use current “emergency relief and support” terminology and current State framework references.
Hazard priorities were narrow and the strategy table focused mainly on fire and severe weather.	Expand to a risk-informed all-hazards profile including coastal hazards, heatwave, biosecurity, HAZMAT, transport, essential-service and aerodrome disruption.
Exercise section required annual exercises but did not provide a three-year schedule.	Include a rolling three-year exercise schedule as an explicit minimum requirement. Two in first year.
Critical infrastructure and at-risk group appendices contained personal contacts that can quickly become obsolete.	Retain categories and facilities in the public Plan; maintain individuals and rapid-change details in controlled contact register,
Recovery arrangements were brief	Strengthen strategic recovery principles, transition arrangements and explicit requirement to maintain a current Local Recovery Plan.
Document pre-dated the August 2026 LEMA Improvement Program guidance.	Structure this Plan around the SEMC interim minimum LEMA requirements and the new strategic/operational separation approach.
Recent 2025-26 bushfires were not reflected.	Include recent local incident history as risk evidence and a priority for exercising, capability and lessons management.

References

1. Shire of Ravensthorpe, Local Emergency Management Arrangements, August 2024.
2. State Emergency Management Committee, Local Emergency Management Arrangements Guideline, current webpage updated 10 August 2026.
3. SEMC / Engage WA Emergency Management, LEMA Improvement Program - interim minimum LEMA requirements and new template suite, August 2026.
4. Department of Fire and Emergency Services, Local Government Emergency Management Knowledge Hub, 2026.
5. State Emergency Management Policy, updated 20 August 2026.
6. State Emergency Management Plan, updated 30 June 2026.
7. State Emergency Management Procedure, updated August 2026.
8. State Support Plan - Emergency Relief and Support, updated 30 June 2026.
9. Australian Bureau of Statistics, 2021 Census QuickStats - Ravensthorpe LGA.
10. Shire of Ravensthorpe website
11. Bushfire Risk Management Plan 2024-2029
12. CHRMAP 2024
13. Firebreak Notice 2026-27

