

SEMC COMMUNIQUÉ



August 2026

State Emergency Management Policy Communique - LEMA

The purpose of this communique is to provide clarification on Local Emergency Management Arrangements (LEMA) requirements for Western Australian local governments, following completion of Phase 1 of the SEMC-sponsored LEMA Improvement Program and a March 2026 SEMC resolution relating to emergency risk management planning.

The key messages below may be used to brief local governments, Hazard Management Agencies, Support Agencies and other relevant stakeholders. Emergency Management Agencies are responsible for ensuring this information is communicated within their organisations and to advisory groups as required.

Key Messages

- Local governments must review their Local Emergency Management Arrangements (LEMA) at least every five years.
- A LEMA will be considered compliant where it incorporates all the minimum 'Essentials' requirements.
- New LEMA templates have been developed to support the 'Essentials' requirements and are available for use and feedback for a 12-month period.
- Use of the new templates are optional. Local governments may continue to use the existing LEMA template in the LEMA Guideline or an alternative format.
- Following the 12 months consultation period, a suite of proposed amendments to the Emergency Management Framework, including revisions to the LEMA Guidelines, will be provided to SEMC for approval.
- Local governments must ensure that local emergency management planning is risk informed but are not required to use the methodology set out in the Emergency Risk Management Guideline.
- Local governments are encouraged to expand their LEMA beyond the minimum requirements to enhance risk prevention and emergency preparedness.

Policy Guidance

Minimum LEMA requirements

SEMC will consider a LEMA to be compliant with the *Emergency Management Act 2005* and the State Emergency Management Framework where it is specific to the local government district and includes, at a minimum:

- policies, strategies and priorities for emergency management, informed by an understanding of local risk
- clearly defined roles and responsibilities of local government personnel and agencies involved in emergency management, including coordination arrangements and contact details
- identification and description of emergencies most likely to occur within the local government district

- recovery arrangements for the local government area (including a Local Recovery Plan and nomination of a Local Recovery Coordinator)
- a list of sites and facilities for evacuation and refuge
- a three-year exercise schedule
- administration and governance arrangements for the Local Emergency Management Committee.

This list does not exempt local governments from responsibilities and obligations established under other legislation, including the *Bushfires Act 1954*, and consequent requirements for Bushfire Risk Management Planning as defined in the State Hazard Plan Fire.

Local governments are encouraged to include further details or arrangements in their LEMA to enhance emergency management capability and preparedness, based on their capacity and local risk profile. It is recommended that any additions are guided by an understanding of emergencies most likely to occur locally, with input from Hazard Management and Support Agencies where applicable.

Use of templates and guidance

New LEMA guidance and templates have been developed through the LEMA Improvement Program to support local governments meet their essential LEMA requirements. The new guidance and templates are available on [EngageWAEM](#) for use. A feedback page has also been established by the SEMC to enable local governments and other stakeholders to provide feedback on the templates.

Local governments may continue to use the existing LEMA template contained in the LEMA Guideline or an alternative format. However, the Guideline is currently under review, and its content may not align with the interim guidance set out in this communique. Where any inconsistency arises, this communique prevails.

Approach to local emergency risk management planning

Local governments are required to identify and describe, within their LEMA, the emergencies most likely to occur in their district, to ensure local emergency management planning is risk-informed.

In doing so, local governments may draw on existing information and resources, such as District Risk Profile Reports, to develop an understanding of likely consequences for the community and to inform arrangements that support prevention and mitigation, preparedness, response and recovery.

Local governments may, but are not required to, use the methodology set out in the Emergency Risk Management Guideline, and may instead apply an alternative, scaled approach for risk assessment that is appropriate to their capacity and local context.

Support

For further information or support in preparation of LEMAs please contact your District Emergency Management Advisor.