



Local Emergency Management Committee

Minutes of the Meeting

Shire of Cunderdin Council Chambers

Wednesday 11th September 2024, 3.30pm

Disclaimer

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Minutes

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SHIRE OF CUNDERDIN

ITEM 1 OPENING & ANNOUNCEMENTS

The Chairperson welcomed everyone to the Meeting and declared the Meeting open at 3.30pm.

ITEM 2 ATTENDANCE AND APOLOGIES

2.1 Members

Chris Turner	WA Police
Stuart Hopley	Shire of Cunderdin CEO
Cr Alison Harris	Shire President/Chairperson
Cr Natalie Snooke	Shire Councillor
Ben Davies	Community Emergency Services Manager / Executive Officer
Hayley Byrnes	Shire of Cunderdin DCEO
Ian Dawson	St John Ambulance Community Paramedic
Tim Ford	Volunteer Fire and Rescue Captain
Sydney Davies	Department of Fire and Emergency Services - DO
Shelby Robinson	Department of Fire and Emergency Services – DEMA
Michael Phillips	Department of Communities
Jonathan Arnott	Cunderdin Agricultural College Principal
Elton Fawkes	Rapid Relief Team

2.2 Invited Guests / Observers

Nil.

2.3 Apologies

Merranie Beal	Meckering Primary School Principal
Joanne Spadaccini	Department of Communities

ITEM 3 DEPUTATIONS / PRESENTATIONS / SUBMISSIONS

Nil.

ITEM 4 CONFIRMATION OF MINUTES AND BUSINESS ARISING

4.1 Confirmation of Minutes – 12th June 2024

Recommendation:

That the minutes of the Local Emergency Management Committee Meeting held on 12th June 2024 be confirmed as a true and correct record of that Meeting.

MOVED Michael Phillips **SECONDED** Cr N (Natalie) Snooke

4.2 Business Arising

Nil.

ITEM 5 CORRESPONDENCE

5.1 Inward

[Attachment 5.1.1 - BRM Plan Approved Letter - Cunderdin](#)

[Attachment 5.1.2 - National Emergency Management Agency - NEMA's Coordination and Planning Officer capability.](#)

[Attachment 5.1.3 - 3.4 Urban Tankers \(3.4 UTs\) - 4 September 2024](#)

5.2 Outward

LEMC report sent to DFES

ITEM 6 STANDING ITEMS

6.1 Update of Contacts

Contact list to be distributed with the minutes for updating as required.

[Attachment 6.1.1 - LEMC Contacts - 11.06.2024](#)

6.2 Training Dates

See CESM report.

ITEM 7 LEMC EXERCISES

11th June Meeting Desktop Exercise – Ben Davies will investigate training scenarios to present at next meeting.

ITEM 8 AGENCY UPDATES

8.1 WA Police

SGT Chris Turner – Will be taking 6 weeks leave in the next quarter of 2024. Con. Dan Byrne will be Acting SGT during this period.

8.2 St John Ambulance

Ian Dawson – Wheatbelt District facing some restructuring in November 2024. Currently working through how to make changes to allow for a smooth transition. Unsure at this time as where the Cunderdin Centre will sit in this process.

8.3 Fire and Emergency Services

Sydney Davies – DO – Nil.

Shelby Robinson – DEMA – Nil.

Tim Ford – VFRS – Introduced himself as the new Captain. VFRS will be working towards improving membership numbers.

8.6 Department of Communities

[Attachment 8.6.1 - Department of Communities LEMC Update - 1st Quarter 2024 – 2025](#)

Joanne Spadaccini – Nil.

Michael Phillips – Audit of Shires Emergency Centres have been completed.

8.7 Department of Education

Merranie Beal – Meckering PS – Nil.

Jonathon Arnott – Cunderdin Agricultural College – Nil to report.

Paul Jasper – Cunderdin District High School – Nil.

8.8 Department of Health

Maureen Gaitskell – Nil.

8.9 Local Government (inc. Bush Fire Brigades)

Cr Alison Harris – Shire President – Nil.

Ashley Burges – CBFCO – Nil.

Stuart Hobley – CEO – Nil.

Hayley Byrnes – DCEO – Nil.

Ben Davies – CESM – as following:

Presentations:

- Australian Warning System Update (Presentation) - CESM

CESM Report:

Prevention:

- Bushfire Risk Management Plan has been endorsed, assisting us with Mitigation Works and Funding streams.
- Emergency Services Day Earlier in the year to assist community education as well as recruitment, thanks to everyone who helped.
- Looking at developing a very brief update to send out to the Community about the changes in the Australian Warning System, this will be sent out in the local paper, WhatsApp and Facebook.

Preparedness:

- Local emergency management committee exercise held with key stakeholders. This exercise was based on a large-scale incident involving Ammonium Nitrate and helped test and improve strategies used to protect the community of Cunderdin
- Please note the changes to Australian Warning System as per Presentation.
- Bushfire Training ramping up with course in September and October.
- Water Bomber Reloader Training will be held 1230 8th of November 2024 (Subject to change)
- Looking at running an AIIMS Awareness Training session for the Shire that will be involved in an incident management team or ICC, in October, Open to all Staff and LEMC members. AIIMS stands for Australasian Inter-Service Incident Management System and goes over key positions in an incident management team across key agencies.

Response:

- New Fire Truck received for Ygnattering BFB, funded by DFES and ESL funds, this is increasing water capacity by 2000L to 4000L, increasing safety features such as Burn over protection and crew safety of life features, increase in crew welfare and equipment.
- Grain Harvest Movement (Water Bomber) is going to continue this year due to all the positive feedback. This will start on the 7th of November.

Recovery:

- Currently developing some role cards for the LEMC

Additional:

- Would the LEMC benefit from a Whatsapp Group ? Following the Storm event this year it was identified that a common information stream would have assisted and prevent additional work from multiple agencies.

8.10 Rapid Relief Team

Elton Fawkes – have had a quiet winter. Will be available to aid volunteers where necessary during the upcoming fire season.

ITEM 9 URGENT BUSINESS

Nil.

ITEM 10 NEXT MEETING DATES

Two meetings to be held per year and one desktop exercise.

Wednesday – 12th March 2025

Wednesday – 11th June 2025 (Desktop Exercise)

Wednesday – 11th September 2025

ITEM 11 CLOSURE

There being no further business, the Chairperson closed the Meeting at 4.18 pm.

ITEM 12 ATTACHMENTS

Attachment 5.1.1 - BRM Plan Approved Letter – Cunderdin

Attachment 5.1.2 - National Emergency Management Agency - NEMA's Coordination and Planning Officer capability

Attachment 6.1.1 - LEMC Contacts - 11.06.2024