



# Local Emergency Management Committee

## Minutes of Meeting | 6<sup>th</sup> September 2022

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# SHIRE OF CUNDERDIN

## ITEM 1 OPENING & ANNOUNCEMENTS

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The Chairperson welcomed everyone to the Meeting and declared the Meeting open at 5.00 pm.

## ITEM 2 ATTENDANCE AND APOLOGIES

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### 2.1 Members

Mr J Arnott	Cunderdin District High School Principal
Mr M Dowell	Cunderdin Agricultural College Principal
Mr D Graham	Department of Fire and Emergency Services
Me E Fawkes	Rapid Relief Team
Mrs Y Grigg	District Emergency Management Advisor
Mr R Hillier	OIC Cunderdin Police
Mr S Hobley	Shire of Cunderdin CEO
Mr C Johnston	WACHS Cunderdin – Clinical Nurse Manager
Mrs J Reimers	Department of Communities
Mr P Robinson	St John Ambulance – Cunderdin Sub-Centre

### 2.2 Invited Guests / Observers

Nil

### 2.3 Apologies

Mr S Bell	Community Emergency Services Manager / Executive Officer
Mr A Burges	Chief Bush Fire Control Officer
Mrs H Byrnes	Shire of Cunderdin DCEO
Cr A Harris	Shire President/Chairperson
Mr D Richardson	ST John Ambulance Community Paramedic
Cr S Stewart	Shire of Cunderdin Councillor
Mr B Skinner	Volunteer Fire and Rescue Captain
Mrs C Whitelock	Meckering Primary School Principal

## ITEM 3 DEPUTATIONS / PRESENTATIONS / SUBMISSIONS

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Nil.

## ITEM 4 CONFIRMATION OF MINUTES AND BUSINESS ARISING

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### 4.1 Confirmation of Minutes – 7<sup>th</sup> December 2021

**RESOLUTION: LEMC3– 21/22**

**MOVED Mr Johnson SECONDED Mr Robinson**

That the minutes of the Local Emergency Management Committee Meeting held on 1<sup>st</sup> March 2022 be confirmed as a true and correct record of that Meeting.

**CARRIED**

### 4.2 Business Arising

Nil.

## ITEM 5 CORRESPONDENCE

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### 5.1 Inward

No inward correspondence has been received.

### 5.2 Outward

There has been no outgoing correspondence.

## ITEM 6 STANDING ITEMS

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### 6.1 Update of Contacts

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

### 6.2 Training Dates

No training dates or exercises have been scheduled.

Suggest that during Meeting timeslots, small desktop/theory exercises can be run, inclusive of a “hot debrief” following, this should take no more than 1 hour for the exercise and will be based on sections of the LEMA for example;

- Communications
- Evacuation
- Incident Support Groups
- Initial Actions
- Recovery – General
- Welfare Centres

The Shire of Cunderdin Risk Register is also due for review inclusive of holding risk workshops as the last workshops were held as follows;

- Bushfire – 2nd September 2015
- Earthquake – 9th December 2015
- Storm – 8th June 2016
- Flood – 7th June 2017

A list of Hazards has been attached to the Agenda for discussion on what are the primary hazards for the Shire of Cunderdin that should be workshopped.

The List attached is copied from the State Emergency Management Committee website and can be found here: <https://semc.wa.gov.au/state-risk-project/hazards>

### **Action**

It was agreed that at the next Meeting the Committee would do an exercise on Communications.

## **ITEM 7                    LEMC EXERCISES**

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No exercise has currently been scheduled for the 2022 year.

## **ITEM 8            AGENCY UPDATES**

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### **8.1    WA Police**

#### **Sgt R Hillier**

Sgt Hillier introduced his new partner Constable Dan Burns.

He also advised that this would be his last meeting as he is going on leave in November and retiring when his leave concludes.

He requested that the Shire investigate funding for CCTV in town to assist with Crime Prevention.

### **8.2    St John Ambulance**

#### **Mr D Richardson**

Not in attendance at this meeting.

#### **Mr P Robinson**

There are currently only four St Johns officers in Cunderdin and Drew is on long term leave and has a temporary replacement.

### **8.3 Fire and Emergency Services**

#### **Mr D Graham – District Office**

Mr Graham advised that he is the new District Officer for our Region.

He advised the new Fire Danger Rating System has been introduced. This means there is a consistent rating system throughout Australia and there will be several changes that need to be made to make sure the Shire complies.

#### **Mrs Y Grigg**

#### **Mr B Skinner – VFRS**

Not in attendance at this meeting.

### **8.6 Department of Communities**

#### **Mrs J Reimers**

Advised that she is temporarily relieving for Ms Spadaccini who was on leave.

Reported that the Department is reviewing their Local Emergency Welfare Plans and are updating all the contacts in the region.

Informed the meeting that the Department was conducting Evacuation Centre Training for Shire who required it.

### **8.7 Department of Education**

#### **Mrs C Whitelock – Meckering PS**

Not in attendance at this meeting.

#### **Mr M Dowell – Cunderdin Ag**

Advised the College is preparing for a potential outbreak of Foot and Mouth Disease and requested updates from other departments on their preparedness for an outbreak.

It was advised that the State Agencies have been running exercises on what to do in the event of an outbreak.

#### **Mr J Arnott – Cunderdin DHS**

Reported that the School had submitted its stand alone Bush Fire Plans and Emergency Plans.

### **8.8 Department of Health**

#### **Mrs C Johnston**

Advised that the Health Department were completing their Regional Bush Fire Preparedness Plans.

### **8.9 Local Government (inc. Bush Fire Brigades)**

#### **Cr A Harris - Shire President**

Not in attendance at this meeting.

**Mr A Burges - CBFCO**

Not in attendance at this meeting.

**Mr S Hobley – CEO**

Reported the Shire had upgraded the runway lighting at the airfield. This project cost \$380,000 and was funded by the Commonwealth Government and the Shire. The airfield was mainly used at night by the RFDS.

Advised that the Shire was currently completing its Bush Fire Risk Management Plan, which would allow the Shire to submit grants for further bush mitigations projects.

The Shire was distributing RAT Tests to the community.

**Mrs H Byrnes - DCEO**

Not in attendance at this meeting.

**Mr S Bell – CESM**

Not in attendance at this meeting however submitted his report.

Training for Local Government Bush Fire Brigade Volunteers to align with the Work Health and Safety Act 2020.

- Currently approximately 40 volunteers have now completed the basic training with one further course scheduled in Meckering and possibly another to be scheduled in Cunderdin.

Emergency Management document updates

- Review of Local Emergency Management Arrangements for contact and resources updates and review of any legislative or compliancy changes.
- Creation of Bushfire Policies and Procedures Manual
- Review and update of the Bushfire Management Arrangements

Australian Fire Danger Rating System (AFDRS)

- The AFDRS goes live on Thursday 1st September.
- 4 ratings instead of 6 with the old system, and each rating now has key messaging attached for an easier understanding by the community.
- Previously Fire Danger Index was used to determine harvest bans this is now a fire behaviour index, and now has different values for implementation.

Mr E Fawkes Rapid Relief Team

Gave the meeting a briefing on purpose and the operations of the RRT. The RRT delivers hope and relief to people across the globe. Whether it be fire, flood or humanitarian need, RRT expands their support services to meet the need at hand.

Examples of this have recently included:

- Providing meals and support at the recent Shackleton and Quairading Bushfires,

- Assisting with meals at the Wooroloo fires,
- Assisting the community with food and care packages during COVID
- Helping the disadvantaged and homeless
- Providing food for those in need at schools.

## ITEM 9 URGENT BUSINESS

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Nil.

## ITEM 10 NEXT MEETING DATES

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### **Quarterly Meetings – 5.00pm Commencement**

Current adopted dates for 2022 year.

6<sup>th</sup> December 2022

## ITEM 11 CLOSURE

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There being no further business, the Chairperson closed the Meeting at 6.30 pm.