

**SHIRE OF
MT MARSHALL**



**Local Emergency Management
Committee**

**Minutes of the Mt Marshall Local Emergency
Management Committee meeting held in Council
Chambers, 80 Monger St, Bencubbin on Tuesday 16
February 2021,
commencing at 4.07pm.**

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held on Tuesday 16th February 2021**

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1.0 Declaration of Opening / Announcement of Visitors

Cr Sachse welcomed committee members to the meeting and declared the meeting open at 4.07pm.

2.0 Record of Attendance / Apologies

In Attendance

Cr Anthony Sachse	Shire President/Chair
Mr John Nuttall	Chief Executive Officer
Mr Peter Geraghty	SJA Co-ordinator Kununoppin SC
Ms Sue Scully	Bencubbin Silver Chain RAN
Miss Meg Wyatt	Regulatory Officer
A/Sgt Robert Duffey	Acting Deputy Chair/WAPOL 4:20 – 5:28pm
Ms Sandra Sutton	Beacon Silver Chain RAN
Mr Daniel Hendriksen	Area Officer DFES

Apologies

Ms Jo Spadaccini	DESO – Dept of Communities
Mrs Leah Boehme	Principal – Bencubbin PS
Mrs Yvette Grigg	DEM Advisor DFES
Mr Noel Miguel	Captain Beacon VESU
Cr Ian Sanders	Councillor
Ms Karen Horsley	Operations Manager East WACHS
Mr Scott Rastall	SJA Community Paramedic
Miss Rebecca Watson	Community Development Officer
Mr Damian Tomas	Chief Bushfire Control Officer
Mr Craig Lewington	Principal – Beacon PS

3.0 Confirmation of Minutes

3.1 Minutes of the Mt Marshall Local Emergency Management Committee Meeting held Tuesday 10 November 2020 be confirmed as a true and correct record of proceedings

LEMC2021/001 OFFICER RECOMMENDATION / COMMITTEE DECISION:

That the minutes of the Mt Marshall Local Emergency Management Committee meeting held on Tuesday 10th November 2020 be confirmed as a true and correct record of proceedings.

Moved:P Geraghty

Seconded: M Wyatt

Carried 7/0

4.0 Reports of Officers

4.1 Regulatory Officer

Regulatory Officer, Meg Wyatt advised the committee that they will need to start thinking about what they would like to do for the LEMC exercise for 2021. The committee was asked for suggestions to allow for the exercise to be budgeted in the new financial year. Chief Executive Officer, John Nuttall suggested a school evacuation at the Beacon Primary School as it had been previously suggested but not done. Cr Sachse asked Chief Executive Officer, John Nuttall to write to the Beacon Primary School with the suggestion to get their approval.

4.1.2 Information for the Committee

Proposed meeting Dates:

Proposed meeting dates for the 2021/2022 financial year are as follows:

Tuesday 10th August 2021

Tuesday 9th November 2021

Tuesday 15th February 2022

Tuesday 10th May 2022

Peter Geraghty suggested sending the meeting dates to other Shires so that there are no clashes. Peter also suggested that LEMC meetings be held on the same day as each to make it easier on those that travel. Chief Executive Officer, John Nuttall advised that he will speak to the other Shire's at NEWROC regarding this. Regulatory Officer, Meg Wyatt advised she will send out the dates to the other Shires.

COVID 19 – Welfare Centre Guide – Version V1.02_231220 (Attached)

NEWROC Exercise Report 28 October 2020 (Attached)

LEMC Chairperson Report

Cr Sachse spoke to DFES DEM Advisor, Yvette Grigg at the recent GECZ meeting regarding the quick response of volunteers at the recent Red Gully and Woorloo fires. Brigade members from the Shire of Mt Marshall were called upon and attended. Cr Sachse thanked DFES Area Officer, Daniel Hendriksen for arranging volunteers to attend the fires.

5.0 Other Reports

5.1 Chief Bush Fire Control Officer

Chief Bush Fire Control Officer was not present.

Councillor Sachse held general discussion on fatigue among bush fire volunteers when attending fires and PPE for bush fire volunteers.

Acting Sgt Robert Duffey entered the meeting at 4:20pm.

5.2 St John Ambulance Services

St John Volunteers are still completing quite a few jobs. There is currently no community paramedic as Mr Scott Rastall is no longer in the area. The new community paramedic should be arriving 7th March 2021 and will be based in Merredin allowing for their resources to be utilised on major jobs, giving the volunteers extra assistance. Beacon's new van will arrive soon, and the new defibrillators are due in July 2021. Volunteer recruitment in Mt Marshall is still proving difficult however there is currently a dedicated crew.

Sandra Sutton held general discussion regarding volunteers and Silver Chain involvement with St John volunteers on major jobs.

5.3 Department of Fire & Emergency Services

Area Officer, Daniel Hendriksen thanked the Shire for their support on the Red Gully and Wooroloo incidents. Thank you to all volunteers that attended, it was a good experience for volunteers for different scenarios and it was good to see Wheatbelt volunteers in attendance. The application period for the Local Government Grants Scheme is currently open and we are hopeful of 1 new truck and at least 2 new facilities within the Shire of Mt Marshall.

There is a road crash rescue drill being held on the Bencubbin-Koorda Road on the 23rd February 2021. This is a chance for volunteers to get together, allowing them to enhance their skills on how to cut open cars. It will be more based around road crash rescue so multiple VFES units will be attending.

5.3.1 Bushfires

Nil.

5.3.2 Emergency Management

Wheatbelt District Advisor Report First Quarter 2021

Wheatbelt District Exercise Project

Tools available

- How to plan an exercise Handbook
 - This guide will be an amalgamation of all State exercise papers reduced to suit the needs of local level exercising, while ensuring all key components are captured.
- Exercise report template
- Exercise Scenarios and bank of questions to pick and choose from.
- Data base of exercises previously run.

Background

These tools will assist LGs and their LEMCs to develop exercises against the capability framework. You will be asked to select the capabilities from;

- Previous Capability survey responses

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- Lessons identified from previous exercises or experiences,
- Local and district risk assessments
- Issues raised at your LEMC
- District Emergency Management Advisor (DEMA) input and discussion

By doing this you can ensure you are raising awareness of risks and particular challenges or issues as well as allowing members to practice and improve existing processes and procedures that will in turn provide feedback and improvements into planning.

So, what exactly are these capabilities that are referred to?

They are the capabilities as described in the capability framework against which the resilience of the state is measured. (They underpin the Capability/Preparedness Survey that you will be asked to fill out by June 2021). There are 7 capability areas and 33 core capabilities. Each core capability within the framework is underpinned by achievement objectives.

To view the full capability framework click here: <https://www.semc.wa.gov.au/capability-and-preparedness/capability-framework>.
See the table below for a summary of capabilities;

Governance	Legislation	Planning and mitigation	Land use planning	Emergency response	Command, control and coordination	
	Policies		Ecosystem management		Situational assessment	
	EM plans		Infrastructure protection		Evacuation	
Analysis and continuous improvement	Risk assessment		Essential services protection		Public protection	
	Horizon scanning		Minimise single points of failure		Agency interoperability	
	Lessons management		Remoteness planning		Mass casualty management	
Community involvement	Alerts and warnings		Business continuity planning	Impact management and recovery coordination	Mass fatality management	
	Public information		Community activities		Welfare	
	Risk awareness and understanding		Resources		People	Impact assessment
	Shared ownership				Volunteering	Recovery coordination
	Sector information sharing	Finance and administration				
	Equipment/critical resources					

I will be available this year to assist you to become familiar with these tools. Please just contact me if you'd like me to assist.

Incidents to date in the Wheatbelt – learnings, outcomes

We have had three major fires to date in the Wheatbelt;

- Wundowie (Shire of Northam) Level 2

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- Red Gully (Shire of Gingin) Level 3
- Daliak (Shire of York) Level 1

Debriefs are currently being arranged but some general observations that may assist other LGs in preparedness.

Communications

- Communications, and in particular public information into the community remain a major challenge during power outage.
- The use of social media alone was proven not to be adequate. There were a number of areas where internet connections were poor, and a number of travelers who weren't familiar with WA and didn't know where to look online. Developing communication strategies, where key messages from DFES (or any HMA) can be dispersed quickly through existing LG networks is ideal. For example, LGs sending messages to all visitors centres and caravan parks for them to print out and display prominently.

Operational Area Support Group (OASG) Meetings for COVID 19

The OASGS being chaired by the Dept of Health are currently being held Monthly.

A great deal of work is still occurring on testing outbreak plans and planning for the vaccination rollout.

An additional project is underway to collate data on the location of vulnerable people and the level of care needed. Clearly some confidentiality issues, however WACHS are working on that, and confident they will have a comprehensive list soon so that they will be able to share relevant data with an HMA if a major incident occurs.

The setup of Welfare centres in the immediate term remains of concern should this occur during a COVID outbreak/lockdown. Agencies agree that early actions may require a multi-agency approach as smaller and more remote LGs may not have capacity until Dept of Communities arrive.

Yvette Grigg

Wheatbelt -- District EM Advisor

5.4 Department of Communities – Emergency Services Unit

District Emergency Services Officer – Wheatbelt Update: February 2021

Local Emergency Welfare Plans

The process to update the Local Emergency Welfare Plans (LEWP) is continuing and I hope to attend as many shires as I can when I am in the area. In the meantime, I will be in contact with the Shires to ensure that the details in the LEWPs are up to date and to make any changes to services available in the shire, if required.

If any there are any changes to contact details or suppliers within your Shire please send them through to joanne.spadaccini@communities.wa.gov.au and they will be updated in the new version.

Due to the continually changing COVID environment we are now living in, the LEWP will be in draft form, however the contact details and facility details will be up to date according to information supplied to DC at the date listed in the footer.

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Social Distancing (SD) in Evacuation Centres

In the event of an evacuation centre being required we will need to address the social distancing requirements in play at that time. This may involve looking at more than one facility to avoid overcrowding or requesting people to stay with family or friends if available (that also adheres to SD rules). The estimated capacity for each centre listed in the LEWP are being revised and will be shown in two sections. Non COVID and COVID capacities. I will have discussions with the Shires around this and what other resources are available if required.

A copy of the COVID – 19 Welfare Centre Guide (V1.02 23 December 2020) has been distributed to the Local Governments in the Wheatbelt in preparation should a Welfare Centre be required.

The key points:

Travelers, visitors and tourists to leave the evacuation area if safe to do so
Shelter in Place if safe to do so
Shelter with family and friends if safe to do so
Utilise commercial/alternative accommodation options if available
Use welfare centres as a last resort

Department of Communities - Wheatbelt District - Contact arrangement for welfare support in emergencies.

In an emergency, if welfare support services are required during business hours, please contact the Department of Communities office listed in your LEWP or after hours contact Crisis Care on 1800 199 008 to activate Communities.

During business hours the District Emergency Services Officer is contactable for non-activation enquiries on 0429 102 614, but as I am often on the road and out of phone service range, please leave a message and I will return your call as soon as I can.

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

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

5.5 Bencubbin Police

Robert Duffey advised that he is currently the only staff member however David Tapscott will be joining the Bencubbin Police in mid-March. Robert will be taking sick leave from the 26th February 2021 meaning there will be a period of two weeks with no police in Beacon and Bencubbin, however police from neighbouring towns have been notified and will be doing patrols. It has been very busy lately with COVID-19, which has involved checking on people that are self-isolating to make sure they are doing the right thing. Robert advised he has also been utilised in other locations recently.

5.6 Acting Operations Manager Eastern WACHS

Nil.

5.7 Silver Chain Nursing Association

Beacon Silver Chain RAN

Silver Chain staff have received notification in regard to transferring patients to the Beacon Airstrip. It is now a requirement to wear a mask when transferring patients. In regard to the COVID-19 vaccine Silver Chain nurses will be unable to administer the first release Pfizer vaccine to the community however when they receive the second release AstraZenec vaccine they will be able to vaccinate community members. There is a mental health first aid course available which may be useful for volunteers and Shire staff to complete.

Bencubbin Silver Chain RAN

Silver Chain nurses are currently concentrating on administering flu vaccinations. Patients who receive the flu vaccine are required to wait a period of two weeks before receiving the COVID-19 vaccine. Both Silver Chain nurses will keep the community updated on the COVID-19 vaccine and will be encouraging everyone in the community to receive it. The Silver Chain Committee has recently bought emergency packs for the nurses in emergency situations, these are a lot more user friendly. There will be advertising in The Gimlet regarding the counsellor that will be attending Bencubbin fortnightly.

5.8 Education Department

Nil.

5.9 Community Development

Nil.

5.10 Beacon Volunteer Emergency Services Brigade

Captain of Beacon VESU was not present.

DFES Area Officer, Daniel Hendriksen noted that the new Beacon VFES facility is now complete however they are hoping for more upgrades to come.

6.0 General Business

Nil.

7.0 New Business of an Urgent Nature Introduced by Decision of the Meeting

Nil.

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**8.0 Next Meeting – Tuesday 11 May 2021 commencing at 4.00pm in
Council Chambers, 80 Monger Street, Bencubbin**

9.0 Closure of Meeting

There being no further business the meeting closed at 5.28pm

These Minutes were confirmed at the Local Emergency Management Committee Meeting held on Tuesday 11 May 2021.

Date

Cr ARC Sachse

Chair