

**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 10
May 2022,
commencing at 4.00pm.**

Cr ARC Sachse Chairman

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**Minutes of the Mt Marshall Local Emergency Management Committee Meeting
held on Tuesday 10 May 2022**

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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 4:00pm.

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
Miss Rebecca Watson	Community Development Officer
Sgt David Tapscott	WAPOL
Miss Jordan Bairstow	Regulatory Officer
Ms Lisa Malatesta	Principal – Bencubbin PS
Mr Phil Epps	Principal – Beacon PS
Simon Bell	DFES

Apologies

Sandra Sutton	Beacon Silver Chain RAN
Sue Scully	Bencubbin Silver Chain RAN
Ms Jo Spadaccini	DESO – Dept of Communities
Cr Leeanne Gobbart	Councillor
Mr Damian Tomas	Chief Bushfire Control Officer
Ms Yvette Grigg	District Emergency Management Advisor

3.0 Confirmation of Minutes

3.1 Minutes of the Mt Marshall Local Emergency Management Committee Meeting held Tuesday 15 February 2022 be confirmed as a true and correct record of proceedings

LEM2022/003 OFFICER RECOMMENDATION / COMMITTEE DECISION:

That the minutes of the Mt Marshall Local Emergency Management Committee meeting held on Tuesday 15 February 2022 be confirmed as a true and correct record of proceedings.

Moved: P Geraghty

Seconded: D Tapscott

Carried 8/0

4.0 Reports of Officers

4.1 Regulatory Officer

Appointment of new Regulatory officer, Jordan Bairstow. Jordan is new to Local Government with experience in fleet management, finance, and administration. Jordan attended an Emergency Management for Local Government course which was held at WALGA head office (West Leederville) on April 4th 2022.

Miss J Bairstow discussed the following topics from previous minutes;

- Aerial at Beacon airstrip which allows pilot activated lighting to the airstrip has been booked for replacement. Specialised works are required by the company who installed the system with a cost of \$9,556.91 accepted. Works at the airstrip will commence in 3-4 weeks (mid June 2022.)
- Date for LEMC exercise in Beacon suggested as Friday 22 July 2022. Attendance will be required by Beacon Primary School, St John Ambulance, WA Police, Shire of Mt Marshall, Bush Fire Volunteers as well as Department of Communities and Silver Chain.

Sgt David Tapscott informed the following;

- LEMC exercise will be held in Trayning on Friday 24 June 2022 at 12 noon. Committee members encouraged to attend the exercise as the Shire is hoping to replicate a similar scenario. Sgt D Tapscott also suggested a meeting on Friday June 30 2022 to debrief after the above mentioned exercise in Trayning. This meeting will be arranged and confirmed by Sgt D Tapscott.

4.1.2 Information for the Committee

Notification of Changes to Restricted Burning Times

- Cr Sachse advised that Council endorse an amendment to Policy FC.2.2 Prohibited and Restricted Burning Times to reflect a change in restricted burning times being 1st March to 31st March annually whereby permits are required during this time.
- Cr Sachse requested clarification on options to bring restricted burning times forward (end restricted burning periods early) should it be requested. Mr Simon Bell, DFES, confirmed that restricted burning dates can be brought forward by 14 days or extended for 14 days at the discretion of the Chief Bush Fire Officer.
- Mr S Bell confirmed that the change to Prohibited and Restricted Burning times will need to be gazetted. Shire to arrange.

5.0 Other Reports

- Cr Sachse discussed the requirement for Local Governments to share resources in emergency situations. It has been suggested that a contact list be generated as a point of contact for those who would be able to assist with

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workloads in an emergency. This includes accommodation, cleaning, outdoor crew as well as administration Shire staff as required. To be discussed further with WALGA.

5.1 Chief Bush Fire Control Officer

Nil.

5.2 St John Ambulance Services

- Mr Peter Geraghty has confirmed that volunteers and trainers attending St John Ambulance training are required to have rapid antigen tested prior to each session. They have also decided to limit the amount of trainers at each session to avoid all trainers being exposed to potential COVID cases at the same time.

5.3 Department of Fire & Emergency Services

Delivery and handover of Welbungin 4.4

- Mr Simon Bell, DFES confirmed there might be a delay with delivering the new vehicle to Welbungin Bush Fire Brigade. It had been decided that the vehicle would be delivered on 10 June 2022. Mr S Bell will advise Miss Jordan Bairstow as soon as possible should there be any changes.

Area Officer Upper Wheatbelt

- After the departure of Mr Daniel Hendriksen in the role, Mr Simon Bell has been acting in the position. Mr S Bell has confirmed that a new person will be appointed to the role within the coming week.

Plastic Tarps

- Following Cyclone Seroja, approximately 40 tarps were issued within the community by DFES. To date, no tarps have been returned. Mr S Bell has asked that we notify the community of the requirement to return the tarps. All tarps can be dropped at the Shire Works Depot.

5.3.1 Bushfires

Nil.

5.3.2 Emergency Management

Wheatbelt District Advisor Report
May/June 2022

LEMA

Congratulations everyone! At the moment, all Wheatbelt LEMA are current and compliant. We do have a few due in 2022, but not until later in the year.

WALGA together with DFES will shortly begin a review to look at the functionality, purpose, and any issues with the current LEMA model. It is a legislated requirement

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of the EM Act, however there is scope to enhance and update it to ensure it remains contemporary and hopefully streamlined and simplified.

Whatever the changes, you will not be required to make any alterations to your existing LEMA until it is due for its 5-year review.

You will hear more shortly, as your input and guidance will be sought during the review.

Wheatbelt District Emergency Management Strategy

A Wheatbelt district EM strategy document was tabled at the last meeting of the DEMC.

It has the following focus areas;

1. To embed more contemporary strategies and practices into our current EM work, with a focus on resilience, capability, and risk reduction.
2. To strengthen the relationship between DEMCs and LEMCs and explore the role of the district in supporting small local governments.
3. To give LEMCs and DEMC a clear and practical direction that outlines a valued purpose that will clearly assist their communities and be obvious in its intent.
4. To research and consult with LGs on ways to develop some more practical approaches, to enable LGs to meet their EM obligations in a simpler manner that is not so resource intensive.
5. To encourage partnerships and engagement across LG boundaries, between agencies, and the community to ensure integrated and coordinated approaches.
6. To ensure our communities have a comprehensive understanding about hazards and possible impacts, including who is exposed and who is the most vulnerable.
7. Increase recovery knowledge and capacity in the district.

The implementation of the strategy is in its infancy however I am working towards a process to

- Review frequency and content of LEMC meetings
- Improve and simplify EM grants applications.
- Facilitate more cross boundary, multi-LG and agency EM activities and exercises.
- Develop a LEMC/Local EM guide with a suite of tools attached
- Improve relevancy and usefulness of LEMC meetings by developing relevant themes and provide discussion points/presentations/agenda items to Local Governments on a regular basis to use as they wish for LEMC agendas. le “Climate change and likely impacts on EM in our district”, “communications during recovery”, “what are the key aspects of a resilient community? “.... or anything else you’d like to see.

Establishment of a District Recovery Coordination Group for the Shackleton Complex and Narrogin East Bushfires.

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The Minister for Emergency Services, the Hon Stephen Dawson MLC, announced in March the establishment of a District Recovery Coordination Group (DRCG) for the Shackleton Complex and Narrogin East Bushfires; and the appointment of Rob Cossart, the CEO of the Wheatbelt Development Commission as the District Recovery Coordinator and Chair of the DRCG. The DRCG has been established to provide coordinated and targeted support for the communities impacted by, and recovering from, the recent Wheatbelt fires.

The DRCG will:

- Provide a forum for affected Local Government Authorities and State Government agencies to come together to share and learn from each other's approaches to, and challenges in, the fire recovery.
- Link local communities and State Government agencies and/or recovery partners where necessary to assist impacted communities.
- Facilitate cross Government discussions to ensure the timely resolution of recovery actions.
- Identify and leverage further assistance where required to assist in the recovery process.
- Develop an understanding of emerging issues, key challenges and provide situational awareness and reporting to the State Recovery Coordinator.

The DRCG will complement existing Local and State Government recovery responsibilities.

It is important to note that the function of the DRCG is to provide coordinated and targeted support and link local communities with State Government and/or recovery partners they may not have easy access to. It in no way undermines the responsibilities or authority of local governments in their recovery effort.

This is a new initiative for the state and is acting as a pilot study. If accepted by the state as a permanent addition to the state recovery arrangements it has the potential to be very beneficial to the Wheatbelt should we have an event such as Tropical Cyclone Seroja or the 2011 Wheatbelt storms, where large numbers of small LGs were affected at once.

Yvette Grigg

District EM Advisor Wheatbelt

29 April 2022

New member of Mt Marshall LEMC

- Cr Sachse has requested the inclusion of Mr Dylan Tarr from Trayning. As agreed upon by members present, Mr D Tarr will be invited to join the next meeting and forwarded any relevant correspondence going forward.

5.4 Department of Communities – Emergency Services Unit

District Emergency Services Officer – Wheatbelt Update: May 2022

As we move into the 'Living With COVID' space and adjust our responses in line with the changing directions, I would like to thank the Local Governments in the Wheatbelt for their support in assisting with the provision of welfare support to their communities. Including picking up orders from the local store and delivering them as I have not been able to deliver them myself.

COVID-19 Community Supports

The Department of Communities internal State Welfare Incident Coordination Centre [SWICC] manages requests for welfare supports related to COVID-19 via **13 COVID [13 26843] Option 4, Option 2**

Where there is an assessed hardship, SWICC can support people with isolation or quarantine accommodation and/ or food and personal requisites.

Communities would like to find out if there are any local support services within your Shire that we may be able to link in with for the delivery of essential items [food and medications] to community members, if required.

If these services are available, please send through to the Great Southern and Wheatbelt SWICC Team at GSWBWelfareResponse@communities.wa.gov.au or get in touch if you have any questions or would like further information.

Emergency Welfare Support Training and Exercises

Planning for the provision of training for Local Government as well as support agencies and groups is underway. The type and method of training is being revised to ensure it can be presented within COVID protocols while remaining effective.

If you would like to be involved please email me joanne.spadaccini@communitites.wa.gov.au.

Changes to LG contacts

If there are any changes to the contact numbers or details from those listed on the LEWP, could you please advise any changes to joanne.spadaccini@communitites.wa.gov.au

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

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

5.5 Bencubbin Police

- Sgt David Tapscott confirmed that on 4 June 2022, the Bencubbin Police will see the arrival of Snr Constable Craig Angus.

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- Sgt D Tapscott would like to arrange a time for Mr Peter Geraghty, St John Ambulance and Miss Jordan Bairstow, Regulatory Officer Shire of Mt Marshall to attend Waddouring Dam to assess access points. It has been suggested that an evacuation exercise be carried out in the near future.
- Cr Sachse discussed the temporary Electronic Speed Limit Signs that were provided by WALGA. Discussion indicated that the cost to supply these signs would need to be funded by the Shire. Research into the cost and operational upkeep of signs requested.

5.6 Acting Operations Manager Eastern WACHS

Nil

5.7 Silver Chain Nursing Association

Letter from Ms Sandra Sutton, Clinical Nurse Manager

Unfortunately we have been unable to source any relief staff to cover leave for Beacon and Bencubbin. Despite advertising for 6 weeks to find an agency from more than one agency service.

The pandemic is impacting Health Services across the state.

Therefore both clinics will be closed from today Thursday the 5th of May.

As you are aware I have been supporting the GP's clients, while he has been off for the past two weeks. As we need to work together to continue to provide support and services.

GP services at both clinics are able to continue even though Sue and I are not there, I have given the information to Kununoppin Doctors Surgery and how to access our clinics.

There will be an agency nurse Kevin Brown coming to Beacon from Thursday the 19th to 26th May to provide services to the community.

Sue will be returning on May the 24th and I will be returning to my substantive position as the Primary Remote Area Nurse for Beacon from the 30th May.

We are still actively sourcing a replacement and will be in touch if anything changes

Thank you for your understanding.

5.8 Education Department

- Ms Lisa Malatesta, Principal of Bencubbin Primary School advised the committee of the completion of and updated incident management plan. Ms L Malatesta also confirmed the start of term with full numbers.

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- The Chair welcomed Mr Phil Epps to the LEMC Committee as the new Principal of the Beacon Primary School.

5.9 Community Development

COVID Community Welfare and Support Service

- We have had a couple of people utilize this service and will continue to offer the service to the community over the coming months.

WAORRA

- Race is planned to run over the WA Day long weekend 4-5 June. Slightly different format this year doing a point to point track between Bencubbin and Gabbin. Track is set, road closure management plan complete. Need to get plans to event organisers and ensure event & emergency contact lists are up to date and get out to all stakeholders. Food and bar are organised. Hoping to have a spectator point organised. Still working on this.

Generator – Beacon Hall

- Order has been approved and will be happening in the coming weeks. This will allow the building to be used in an emergency when power outages occur.

Beacon Emergency Kits

- Still a work in progress. Will be a June/July project.

5.10 Beacon Volunteer Emergency Services Brigade

Nil.

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

Nil.

7.0 Next Meeting – Tuesday 9 August 2022 commencing at 4.00pm in Council Chambers, 80 Monger Street, Bencubbin

8.0 Closure of Meeting

There being no further business the meeting closed at 5:02pm

These Minutes were confirmed at the Local Emergency Management Committee Meeting held on Tuesday 9 August 2022.

Date

Cr ARC Sachse

Chair