

**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 30
August 2022,
commencing at 4.04pm.**

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**Minutes of the Mt Marshall Local Emergency Management Committee Meeting
held on Tuesday 30 August 2022**

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1.0 Declaration of Opening / Announcement of Visitors

CEO/Chair John Nuttall welcomed committee members to the meeting and declared the meeting open at 4:04pm.

2.0 Record of Attendance / Apologies

In Attendance

Mr John Nuttall	Chief Executive Officer/Chair
Miss Jordan Bairstow	Regulatory Officer
Miss Rebecca Watson	Community Development Officer
Sgt Craig Angus	WAPOL
Ms Sandra Sutton	Silver Chain – Beacon
Mr Noel Miguel	Committee Member
Mr Damian Tomas	BFCO
Ms Susan Scully	Silver Chain - Bencubbin
*Cr Anthony Sachse	Shire President
*Ms Joanne Reimers	Dept of Communities
*Mr Phillip Epps	Principal – Beacon PS

**indicates person attending the meeting via video link up*

Apologies

Ms Jo Spadaccini	Dept of Communities
Mr Peter Geraghty	SJA Co-ordinator Kununoppin SC
Ms Lisa Malatesta	Principal – Bencubbin PS
Sgt David Tapscott	WAPOL
Miss Siobhan Bishop	DFES

3.0 Confirmation of Minutes

3.1 Minutes of the Mt Marshall Local Emergency Management Committee Meeting held Tuesday 10 May 2022 be confirmed as a true and correct record of proceedings

LEMC2022/004 OFFICER RECOMMENDATION / COMMITTEE DECISION:

That the minutes of the Mt Marshall Local Emergency Management Committee meeting held on Tuesday 10 May 2022 be confirmed as a true and correct record of proceedings.

Moved: D Tomas

Seconded: C Angus

Carried 11/0

4.0 Reports of Officers

4.1 Regulatory Officer

LEMC Exercise: The Shire of Mt Marshall LEMC Exercise was held on Friday 22nd of July. It was a desktop exercise discussing various topics and scenarios relating to our evacuation/welfare centres within the Shire. These documents have been provided to all members of the LEMC prior to the meeting. No queries were raised at the meeting in relation to these topics.

Local Emergency Management Arrangement: The Shire of Mt Marshall is due to conduct its 5 year Local Emergency Management Agreement review. With the assistance of District Emergency Management Advisor, Yvette Grigg, we sat down to discuss the areas that need to be updated or amended. It was decided that the input of the Local Emergency Management Committee would be valuable for the following sections;

- **Meeting Schedule:** It was suggested to change the meeting schedule from 4 times per annum to 3 times per annum to encourage more members to attend. It was decided that the Shire will send out suggestions for future meetings with the input of the LEMC requested.
- **Time of Meetings:** The current LEMA indicates a time of 3:30pm for the meetings to commence. It was understood that the meetings were moved to 4:00pm to allow various members the opportunity to attend after work hours (eg. Silver Chain, School Principals etc.) It was suggested to consider morning meetings to allow members traveling from outside of the region the opportunity to attend. It was decided that the Shire will send out suggestions for time slots to be considered and the input of the LEMC requested.
- **Hazards:** We requested input from the LEMC for Emergencies likely to occur in our region (page 22 of the LEMA.) Additions to be included are; Waddouring Dam – Drowning/Water Injuries, Bio Hazard – Fuel Spill/Foot and Mouth. Any other recognised hazards can be submitted to Regulatory Officer Jordan Bairstow for inclusion in the LEMA.
- **Contact List:** We are in the process of updating the emergency contact list. It has been requested that all members listed on the contact list (page 38, 39 & 40) to confirm that their current contact details are correct.

Drafts of the LEMA to be workshopped with DFES with the final copy being produced prior to October 2022.

4.2 Information for the Committee

Nil

5.0 Other Reports

Nil

5.1 Chief Bush Fire Control Officer

Fire at Bencubbin Refuse Site: CBFCO, Mr. Damian Tomas confirmed that a fire started at Bencubbin rubbish tip that required the attendance of Bencubbin BFB, Gabbin BFB as well as the assistance of Trayning BFB. It was reported that numerous chemical containers were disposed of at the site resulting in the concern from Mr. Tomas that the Bencubbin and Gabbin BFB did not have the correct PPE to deal with the chemical fumes hazard. Due to the direction of the wind, it was able to be extinguished by the attending brigades, however it has been suggested that further training for volunteers within our brigades is required for breathing apparatus training to deal with above mentioned scenarios.

DFES Training: DFES held training at Bencubbin Recreation Grounds for structural fire fighting as well as farmer/first responder training. It was attended by members of our brigades with the suggestion of further training to be held with more notice given to the brigades. Regulatory Officer, Jordan Bairstow to enquire with DFES about the above mentioned breathing apparatus training as well as further training for first responders. Enquires to also be made in regards to completing any theory training online prior to attending the training in person to reduce the time volunteers are away from work/farm etc. in an attempt to encourage more members to participate.

Incident Patrol Training: Damian Tomas will be attending Incident Patrol Training in Perth over the course of the first and second weekend in September.

Responsibility of Farmers: It was discussed the importance of reminding farmers of their responsibility when it comes to their workers/farm hands. If any farmers are in the position where a fire occurs on their property and their workers assist with fighting the fire, the farmer will be held responsible if anything happens to their workers who are not trained by DFES. It is important for all farmers as well as their workers to be trained if they are attending any fires.

5.2 St John Ambulance Services

Nil

5.3 Department of Fire & Emergency Services

New Fire Rating Signs: With the change to fire rating signs happening from the 1st of September 2022, we have been encouraged to remove all fire rating signs to make room for the new signage. Due to the delay in receiving the new sign, it has been decided that we will keep the current signs in place until the new ones arrive.

Campfire Signs: All campfire signs that were installed over the Shire approximately 12months ago will need to be amended to reflect the new ratings. Regulatory Officer, Jordan Bairstow and Coordinator of Community Development, Rebecca Watson to review and replace as required.

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Fire Permit Books: BFCO, Mr. Damian Tomas questioned if we will be receiving new fire burning permit books due to the changes to these ratings. The Shire will enquire with DFES.

5.3.1 Bushfires

Nil

5.3.2 Emergency Management

Nil

5.4 Department of Communities – Emergency Services Unit

Senior Project Officer, Ms Joanne Reimers is currently filling in for Ms Joanne Spadaccini who is on extended leave.

COVID19: It has been confirmed by Joanne Reimers that the Department of Communities is still working with the ongoing effects of COVID19. The Department is continuing to offer support to those affected by COVID19 with access to the 13COVID phone number.

Training: Department of Communities questioned if we have the need for training staff/committee members in regards to setting up and running Welfare Centres. Any interest in training can be facilitated by the Department.

5.5 Bencubbin Police

Nil

5.6 Acting Operations Manager Eastern WACHS

Nil

5.7 Silver Chain Nursing Association

Safety and Security: Ms Sandra Sutton, Silver Chain - Beacon has informed the committee of the risk and danger that the nurses face when called out after hours. The nurses have been issued with a duress lanyard that will alert police of an incident if it is pressed three times. Work mobiles have also been issued to nurses and have GPS tracking installed in case of emergency. It has also been requested by the Silver Chain nurses that the video intercoms that were installed at the clinics to assist during COVID will remain in use to allow the nurses to see clients prior to them entering the clinic.

COVID: Currently, masks remain as a mandatory item when attending the clinics to assist with the safety of the nurses as well as other patients. There is no indication of this changing in the near future.

5.8 Education Department

Mr Phillip Epps, Beacon Principal joined the meeting via zoom.

Contact Details: Principals from both Beacon and Bencubbin to provide updated contact details to include in the review for the Local Emergency Management Agreement.

Bushfire Plans: Both Beacon Primary School and Bencubbin Primary School are required to update their Bushfire Emergency Plans by the end of August 2022. Both principals will be required to also submit to Regulatory Officer, Jordan Bairstow to include them within our Local Emergency Management Agreement.

Fire Breaks - Beacon Primary School: Mr Epps has expressed his concern over the current fire breaks at Beacon Primary School as to whether they are sufficient. Mr Epps will engage with Miss Siobhan Bishop – DFES on her next visit to the area. Mr Noel Miguel, Beacon BFB has volunteered to attend the school within the next week to review the fire breaks.

5.9 Community Development

Campfire signs to be amended as mentioned above.

5.10 Beacon Volunteer Emergency Services Brigade

Mr. Noel Miguel advised it has been quiet overall, with no emergencies to report on.

Water Tank at Beacon Airstrip: We have been notified of the potential donation of a 100,000L water tank to be placed at the Beacon Airstrip. Further information needs to be provided to the Shire to confirm what costs will be associated with the installation and ongoing running costs of the tanks before the next step of approval can be taken.

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

Nil

7.0 Next Meeting – Tuesday 8 November 2022 commencing at 4.00pm in Council Chambers, 80 Monger Street, Bencubbin

At this stage, the next meeting will be held on Tuesday 8th of November, 2022 at 4:00pm. Request for input from the Local Emergency Management Committee requested to determine if we will reduce the meetings from 4 per annum to 3 per annum. If confirmed that the committee accept the 3 meeting per annum, the next meeting will be held in February 2023.

8.0 Closure of Meeting

There being no further business the meeting closed at 5:12pm

**Minutes of the Mt Marshall Local Emergency Management Committee Meeting
held on Tuesday 30 August 2022**

These Minutes were confirmed at the Local Emergency Management Committee Meeting held on Tuesday 8 November 2022.

Date	Cr ARC Sachse	Chair
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