




LOCAL EMERGENCY MANAGEMENT COMMITTEE

MINUTES

01 JUNE 2021

These minutes were confirmed by Local Emergency Management Committee as a true and correct record of proceedings by the Local Emergency Management Committee held on 14/9/21

Presiding Member:  Date: 14 September 2021

Shire of Brookton
Local Emergency Management Committee held 01 June 2021
Commenced at 5.30 pm

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On behalf of Council, I would like to acknowledge that this meeting is being held on the traditional lands of the Nyoongar People, and pay respect to all Elders, past, present, and emerging. I wish to acknowledge, and respect, local people's continuing culture, and the contribution they make to Country, and it's life.

The Presiding Member opened the meeting at 5.30pm and welcomed Councillors, Committee Members, and Staff.

ATTENDANCE AND APOLOGIES

Committee Members:

Katrina Crute – Shire President (Chair)

Gail Macnab – Councillor

Phillip Crute – St Johns Ambulance (Brookton)

Joanne Spadaccini – Department of Communities

Paul Dennison – Department of Fire and Emergency

Murray Hall – Brookton Chief Bushfire Control Officer

Shane Hickman – Brookton Sargent (WAPOL)

June Harwood – Baptistcare

Darren Simpson – Brookton District High School (Principal)

via zoom – departed meeting at 6:00pm

Shire of Brookton Staff:

Ian D'Arcy – Chief Executive Officer (CEO)

Jason Carrall – Community Emergency Services Manager (CESM)

Sandie Spencer – Local Recovery Coordinator

Apologies:

Alison Lacey – Department of Primary Industries and Regional Development

Drew Richardson – St Johns Ambulance (Community Paramedic)

Neville Blackburn – Department of Communities

Rodney Thornton – RoadWise (WALGA)

William Wilkinson – Brookton Chief Volunteer Fire and Rescue

Kylie Nottle – Silverchain

Kellie Bartley – Manager Corporate and Community (MCC)

Danni Chard – Executive Governance Officer

2.06.21 CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS

2.06.21.01 LOCAL EMERGENCY MANAGEMENT COMMITTEE MINUTES – 09 MARCH 2021

LEMC 06.21-01

RESOLUTION

MOVED M Hall SECONDED S Hickman

That the minutes of the Local Emergency Management Committee meeting held in the Shire of Brookton Council Chambers, on 09th March 2021, be confirmed as a true and correct record of the proceedings.

CARRIED BY SIMPLE MAJORITY VOTE

3.06.21 PRESENTATIONS

Nil.

4.06.21 STANDING ITEMS TO BE CONSIDERED AT EACH MEETING

4.06.21.01 UPDATE OF CONTACTS AND RESOURCES REGISTER

Cr Macnab declared an impartial interest in Item 4.06.21.01 as she is a member of the CWA. Cr Macnab remained in the room and discussed the item.

Member agencies are required to review the document and provide details of required updates before next meeting.

- Are any changes required for the current contacts and resources register?
 - No.
- Country Women's Association (CWA) – Are they part of the LEMC, or the Recovery process?
 - Discussion was held regarding the position of the CWA at the LEMC meeting. It was agreed that it is not necessary for them to attend these meetings, and are activated, the same as Red Cross when required by the Department of Communities.
It was agreed that the CEO write to the CWA informing them that it is not necessary for them to attend LEMC meetings.
- It was suggested to remove names regarding representatives from the DFES due to constant changes with area officers.
- Jason to reach out to Brookton Volunteer Fire and Rescue regarding attendance to meetings and involvement.

4.06.21.02 CHANGE OF POSITIONS/LEAVE, AND ACTING ARRANGEMENTS NOTIFICATION

Leaving positions:

- Mikel Haramboure – Manager of Infrastructure and Emergency Shire of Brookton

New positions:

- Jason Carrall (CESM) – Shires of: Brookton, Pingelly & Corrigin
- Kellie Bartley (MCC) – Shire of Brookton

4.06.21.03 INCIDENT SUPPORT GROUP ACTIVATIONS

Nil.

4.06.21.04 RISK PROFILE CHANGE

Nil.

4.06.21.05 LOCAL EMERGENCY MANAGEMENT ARRANGEMENTS

Current Plan – Adopted by Council August 2020 (OCM 08.20-16)

Attachments provided under separate cover

- Shire of Brookton Local Emergency Management Arrangements

4.06.21.06 LOCAL RECOVERY PLAN

- Current Shire Officer is in training, this will be completed by September/October 2021.
- Review of Local Recovery Plans will be completed on the completion of this training.
- Draft may be presented at the next meeting.

4.06.21.07 REPORT AND/OR DEBRIEF ON ANY LEMC EXERCISE(S)

Exercise

Public information practices and improvement to current methodologies and processes.

Attachments provided under separate cover

- Shire of Brookton Local Emergency Management Arrangements

5.06.21 BUSINESS ARISING FROM PREVIOUS MINUTES

5.06.21.01 DRAFT MOU – EMERGENCY RESOURCE SUPPORT – BEVERLEY/ BROOKTON/ PINGELLY/ WANDERING

- The Shire CEO to follow up with Shire CEO's as there has been no response regarding the agreement of the MOU.

5.06.21.02 HAPPY VALLEY WATER AVAILABILITY FOR FIRE FIGHTING/STOCK WATERING

The Shire CEO advised that the Shire is still investigating increasing the storage capacity of Happy Valley Water (another 200,000L tank), at the current location adjacent to the sewerage ponds to ensure availability during times of emergency.

The Shire CEO advised that that a tank will be placed down there, if not funded by grants, the Shire budget to be an alternative contingency. Also outlined was the need to identify water resources throughout the rural and remote areas within the Shire.

6.06.21 GENERAL BUSINESS

6.06.21.01 CORNONAVIRUS (COVID-19) - UPDATE

Nil.

6.06.21.02 COMMUNITY EMERGENCY SERVICES MANAGER (JASON CARRALL) REPORT

Shire of Brookton – 9th March to 1st June 2021

- Completed my Mental Health First Aid course. This was very informative and highly recommend others to undertake the course.
- Currently in process of organising and delivering BFB Skills Courses. This will take place over the next 6 months.
 - FCO's
 - Ground Controller
 - Bushfire Safety and Awareness
 - Firefighting Skills
 - Farmer response (when Available)
- Assisted DFES in mitigation burn on UCL land in town. We had Brookton Central and Pingelly LT assist as well as Paul Dennison, Blake Halford and Sandie Spencer. We managed to complete 70% of Burn area with difficulties finishing remaining 30% due to weather conditions.
- After successful meetings with ARC infrastructure planning went into place to start working with ARC to reduce the risk on the railway lines. Unfortunately, ARC have put all works on hold due to Management Change within the organisation. I will continue to liaise with ARC to try keep the program moving forward in a positive way.
- Saturday 24th April assisted with community engagement event in Pingelly. Huge success and looking to holding more in the future hopefully in Brookton and Corrigin.
- Successfully negotiated with DEFS to have an extra \$10,000 over expenditure for PPE for our volunteers form the ESL. This order has been placed and waiting for it to arrive.
- Went on deployment to Geraldton to assist with TC Seroja. Was a busy week but enjoyed it and gained some good experience in working within a big Incident.

- The Animal welfare plan was adopted by council and I want to thank Sandie Spencer for her hard and dedicated work to make this happen.

6.06.21.03 ATTENDEE REPORTS AROUND THE ROOM

Shane Hickman – WAPOL

- Staffing shortage throughout the district, due to removalist company WAPOL engages, going into liquidation. Brookton's third officer to arrive by mid-June.

7.06.21 CORRESPONDENCE

Nil.

8.06.21 NEXT MEETING AND CLOSURE

Next meeting dates:

- Tuesday 14th September 2021 – 5.30pm
- Tuesday 14th December 2021 – 5.30pm

The Shire President declared the meeting closed at 7:10pm