



LOCAL EMERGENCY MANAGEMENT COMMITTEE

AGENDA

14 SEPTEMBER 2021

**14 White Street
Brookton, WA 6306**

5.30	pm	COMMENCEMENT OF MEETING
6.30	pm	CLOSURE OF MEETING



NOTICE OF MEETING

LOCAL EMERGENCY MANAGEMENT COMMITTEE

14 SEPTEMBER 2021

**14 White Street
Brookton, WA 6306**

Dear Councillor, Resident or Ratepayer,

Notice is hereby given that the Local Emergency Management Committee of the Brookton Shire Council will be held on 14th September 2021 in the Council Chambers at the Shire Administration Centre commencing at 5.30pm.

The business to be transacted is shown in the Agenda.

Ian D'Arcy
CHIEF EXECUTIVE OFFICER
10/09/2021

TABLE OF CONTENTS

1.09.21	DECLARATION OF OPENING / ATTENDANCE	4
2.09.21	CONFIRMATION OF PREVIOUS MINUTES.....	4
3.09.21	PRESENTATIONS	4
4.09.21	STANDING ITEMS TO BE CONSIDERED AT EACH MEETING.....	4
4.09.21.01	UPDATE OF CONTACTS AND RESOURCES REGISTER.....	4
4.09.21.02	CHANGE OF POSITIONS/LEAVE, AND ACTING ARRANGEMENTS NOTIFICATION	4
4.09.21.03	INCIDENT SUPPORT GROUP ACTIVATIONS.....	4
4.09.21.04	RISK PROFILE CHANGE	5
4.09.21.05	LOCAL EMERGENCY MANAGEMENT ARRANGEMENTS	5
4.09.21.06	LOCAL RECOVERY PLAN	5
4.09.21.07	REPORT AND/OR DEBRIEF ON ANY LEMC EXERCISE(S)	5
5.09.21	BUSINESS ARISING FROM PREVIOUS MINUTES.....	5
5.09.21.01	DRAFT MOU – EMERGENCY RESOURCE SUPPORT – BEVERLEY/ BROOKTON/ PINGELLY/ WANDERING	5
6.09.21	GENERAL BUSINESS.....	5
6.09.21.01	COMMUNITY EMERGENCY SERVICES MANAGER (JASON CARRALL) REPORT	5
6.09.21.02	ATTENDEE REPORTS AROUND THE ROOM	6
7.09.21	CORRESPONDENCE	6
8.09.21	NEXT MEETING AND CLOSURE	6

1.09.21 DECLARATION OF OPENING / ATTENDANCE

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:

Shire of Brookton Staff:

Apologies:

2.09.21 CONFIRMATION OF PREVIOUS MINUTES

That the minutes of the Local Emergency Management Committee meeting held in the Shire of Brookton Council Chambers, on 1st June 2021, be confirmed as a true and correct record of the proceedings.

3.09.21 PRESENTATIONS

Nil.

4.09.21 STANDING ITEMS TO BE CONSIDERED AT EACH MEETING

4.09.21.01 UPDATE OF CONTACTS AND RESOURCES REGISTER

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

- Any changes required for the current contacts and resources register?

4.09.21.02 CHANGE OF POSITIONS/LEAVE, AND ACTING ARRANGEMENTS NOTIFICATION

Leaving positions:

- Ian D'Arcy – Chief Executive Officer (24th September 2021)
- Shane Hickman – OIC – Brookton Police

New positions:

- Paul Sheedy – Acting Chief Executive Officer (24th September 2021)
- OIC appointed for Brookton Police (TBC)
- Invited member of Brookton Volunteer Fire & Rescue

4.09.21.03 INCIDENT SUPPORT GROUP ACTIVATIONS

Nil.

4.09.21.04 RISK PROFILE CHANGE

Nil.

4.09.21.05 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

4.09.21.06 LOCAL RECOVERY PLAN

- Current Shire Officers is in training, (September 2021).
- Review of Local Recovery Plans will be completed on the completion of this training.
- Draft will be presented at the December 2021 meeting.
- Possible grant funding available to assist in completion of plans.

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

Exercise

Evacuations

Attachments provided under separate cover

- Shire of Brookton Local Emergency Management Arrangements

5.09.21 BUSINESS ARISING FROM PREVIOUS MINUTES

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

6.09.21 GENERAL BUSINESS

6.09.21.01 COMMUNITY EMERGENCY SERVICES MANAGER (JASON CARRALL) REPORT

Shire of Brookton – 1st June 2021 to August 2021

- Community Disaster Recovery Training was held in Pingelly with surrounding Shire's and conducted by WALGA trainer. Number of attendees was 13, giving some depth and insight into the region.
- Bushfire Awareness Training was conducted for the Shire's of Brookton, Pingelly, Boddington & Narrogin.
- Completion and in progress of BFB Skills Courses.
 - FCO's (completed for Pingelly, Brookton cancelled as nil responded)
 - Ground Controller (cancelled due to trainer involved with search and rescue during floods, date TBC)
 - Bushfire Safety and Awareness (1st session completed, next sessions are 9th & 10th October – Brookton)

- Firefighting Skills – to be held in Narrogin 17th & 18th September (Nil responses from Brookton to date)
- Farmer response (not yet released)
- LEMC Forum – attended with Cr McNab – 1 June 2021 and 14th September
- Completed Disaster Recovery Training – Local Recovery Plans require review and will be in draft for the next LEMC meeting for December 2021
- 2021/2022 – Capital Grants – Approval of West Brookton Bushfire Brigade Shed and Facility over two years for this project. (Plan to be shown at meeting)
- NBN satellite STAND II – Brookton successful in securing two locations, Shire Offices and WB Eva Pavilion

6.09.21.02 ATTENDEE REPORTS AROUND THE ROOM

7.09.21 CORRESPONDENCE

Date	Correspondence From	Subject
25.05.2021	SEMC – DFES	Consultation Request – State Hazard Plans for Collapse, Earthquake and Tsunami
01.06.2021	Adam Smith – DFES	Shire of Mingenew Presentation – TC Seroja Learnings
09.06.2021	SEMC - DFES	SEMC Policy & Legislation Suite of State Emergency Management Documentations Review 2021
11.06.2021	Adam Smith – DFES	June Local Emergency Management Forums Outcomes
17.06.2021	Adam Smith – DFES	Temporary Community Recovery Officer Positions x 4 – TC Seroja
25.06.2021	SEMC Business Unit	2020/2021 NDRR Competitive Grant Program – Now Open
02.09.2021	Adam Smith – DFES	Reminder – Local Emergency Management Forum – September 2021

8.09.21 NEXT MEETING AND CLOSURE

Next meeting dates:

- Tuesday 14th December 2021 – 5.30pm

The Shire President declared the meeting closed at _____.