



LOCAL EMERGENCY MANAGEMENT COMMITTEE

MINUTES

14 SEPTEMBER 2021

These minutes were confirmed by Local Emergency Management Committee as a true and correct record of proceedings by the Local Emergency Management Committee Meeting held on 07/12/21.

Presiding Member:

A handwritten signature in black ink, appearing to read 'J. H. ...', is written over a dotted line.

Date:

07 December 2021

Shire of Brookton
Local Emergency Management Committee held 14 September 2021
Commenced at 5.30 pm

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1.09.21 DECLARATION OF OPENING / ATTENDANCE

The Presiding Member declared the meeting open at 5.32pm.

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.

Attendance (Voting)

Cr Katrina Crute

Cr Gail Macnab

Phillip Crute (St Johns Ambulance)

Rodney Thornton (RoadWise – WALGA)

Eddy Duffy – Brookton Police

Joanne Spadaccini (Department of Communities)

entered the meeting at 5.40pm

(Non-Voting)

Ian D'Arcy – Chief Executive Officer

Jason Carrall – Community Emergency Services Manager

Danni Chard – Executive Governance Officer

Apologies

Kellie Bartley – Manager Corporate and Community

Murray Hall – Chief Bushfire Control Officer

Sandie Spencer – Local Recovery Coordinator

Shane Hickman – Sargent Brookton Police

Darren Simpson (Brookton District High School)

June Harwood (Baptistcare)

Blake Halford (Department of Fire and Emergency)

Drew Richardson (St Johns Ambulance)

William Wilkinson (Brookton Volunteer Fire and Rescue)

Neville Blackburn (Department of Communities)

Cliff Fishlock (St Johns Ambulance)

Kylie Nottle (Silverchain)

Yvonne Darcy – (Brookton District High School – Principle)

Alison Lacey (Department of Primary Industries and Regional Development)

2.09.21 CONFIRMATION OF PREVIOUS MINUTES

LEMC 09.21-01

COUNCIL RESOLUTION

MOVED P. Crute SECONDED Cr Macnab

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.

CARRIED 5/0

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?

Joanne Spadaccini entered the meeting at 5.40pm.

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
 - **Sergeant David Johnstone (0436 851 062) (Brookton Police Office number: 9640 6100)**
dave.johnstone@police.wa.gov.au
- Invited member of Brookton Volunteer Fire & Rescue
 - **Brookton Country Club contact to be changed to Tammy Powell (0417 872 299)**
- Rodney Thornton (RoadWise) – on long service leave from October 2021, until early 2022.

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

The Committee agreed to wait to review LEMA until after the new CEO is appointed to the Shire of Brookton.

4.09.21.06 LOCAL RECOVERY PLAN

- Current Shire Officer 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

Community Disaster Resilience Scorecard

Brookton was scored in the “Caution Zone” over the 4 categories.

LEMC 09.21-02

COUNCIL RESOLUTION

MOVED Cr Crute SECONDED Cr Macnab

That Shire staff, (CESM & 2 x Local Recovery Coordinators), extract from the Community Disaster Resilience Scorecard, an action list based on the priority scoring, to be brought back to the next LEMC meeting.

CARRIED 6/0

5.09.21 BUSINESS ARISING FROM PREVIOUS MINUTES

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

The draft MOU is being considered by Pingelly’s LEMC meeting 14 September 2021.

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 Macnab – 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

Rodney Thornton – RoadWise

- Fatalities –
 - Wheatbelt South 12
 - Wheatbelt 20
 - 77 Regional Roads
 - 44 Metro Roads
 - Most fatalities occur outbound from home.
 - Trucks are involved in less than 2% of fatalities.
 - 77% fatalities or serious injury are caused by people making a mistake
 - 23% enforceable action causes fatalities or serious injury
- Requested invitation to Community Events to extend an invitation to RoadWise. Good at pre-harvest, and pre-seeding events due to the heightened risk fatigue during these periods.
 - West Brigade pre-season event
 - East Brigade pre-season event
- Community grants (up to \$5,000 event grant), (\$25,000 project grant) (3-4 month turn around) Road safety commission website.
- Long service leave to commence in October 2021.

Joanne Spadaccini – Department of Communities

- Welfare Plans (Narrogin plan to be sent through to you)
- Trailor to have 70 sets of bedding (based in Northam)
 - 20 sets of beds in Narrogin
- Welfare centres listed reviewing capacity of sustaining strong winds
- Contact Welfare Plan: changed to include on-call number.

Phillip Crute – St Johns Ambulance

- Upgrading defibs in ambulance “Corpuls3” (approx. cost \$35k -\$40k each)

Eddy Duffy – Brookton Police

- WAPOL Hazard Management Plan, missing or vulnerable persons Safe and Found, Medic Alert. Funding options are available.

Cr Gail Macnab

- Attended LEMC meeting in Narrogin.
- Interested in doing a desktop emergency exercise.

Jason Carrall

Adam Smith (DFES) encouraging more CEO’s to attend Regional LEMC meetings.

Thanked Ian for hard work into the LEMC committees.

Ian D’Arcy

Happy Valley water supply in Brookton (non-potable), in the process of increasing capacity. Automatic dispenser, as well as records usage, location, and amounts (grant opportunity). Requested funding for further water storage. (Stock proofing, oval maintenance, school support, fire emergency, drought proofing).

Katrina Crute

Thanked Ian on behalf of the committee for all his assistance and guidance during the 4.5 years here at Brookton.

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 6.57pm.