



# Local Emergency Management Committee

## Meeting Minutes | 14<sup>th</sup> February 2024

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# SHIRE OF CUNDERDIN

## ITEM 1 OPENING & ANNOUNCEMENTS

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The Chairperson welcomed everyone to the Meeting and declared the Meeting open at 3.25pm.

## ITEM 2 ATTENDANCE AND APOLOGIES

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### 2.1 Members

Mr C Turner	WA Police
Mr E Fawkes	Rapid Relief Team
Mr S Hobley	Shire of Cunderdin CEO
Cr A Harris	Shire President/Chairperson
Mr M Phillips	Department of Communities
Mr B Davies	Community Emergency Services Manager / Executive Officer
Mrs H Byrnes	Shire of Cunderdin DCEO
Mr J Arnott	Cunderdin Agricultural College Principal
Mrs C Whitelock	Meckering Primary School Principal
Mrs N Snooke	Shire Councillor
Mr S Davies	Department of Fire and Emergency Services

### 2.2 Invited Guests / Observers

Nil.

### 2.3 Apologies

Mr D Byrne	WA Police
Mrs B Herne	St John Ambulance Community Paramedic
Mr B Skinner	Volunteer Fire and Rescue Captain
Mr P Jasper	Cunderdin District High School Principal
Mr A Burges	Chief Bush Fire Control Officer
Mrs J Spadaccini	Department of Communities

## ITEM 3 DEPUTATIONS / PRESENTATIONS / SUBMISSIONS

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Nil.

## ITEM 4 CONFIRMATION OF MINUTES AND BUSINESS ARISING

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### 4.1 Confirmation of Minutes – 19<sup>th</sup> July 2023

#### **Recommendation:**

That the minutes of the Local Emergency Management Committee Meeting held on 19<sup>th</sup> July 2023 be confirmed as a true and correct record of that Meeting.

**MOVED Mr B Davies**

**SECONDED: Mr C Turner**

## 4.2 Confirmation of Minutes – 22<sup>nd</sup> January 2024

### **Recommendation:**

That the minutes of the Emergency Local Emergency Management Committee Meeting held on 22<sup>nd</sup> January 2024 be confirmed as a true and correct record of that Meeting.

**MOVED: Mr B Davies**

**SECONDED: Mr C Turner**

## 4.2 Business Arising

Following the Emergency Management meeting held 22<sup>nd</sup> January, there was one request for assistance from the Shire for the used of bathroom facilities in the wake of the storm damage that occurred on 16<sup>th</sup> January 2024.

## ITEM 5 CORRESPONDENCE

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### 5.1 Inward

Thank you from Chair of the Great Eastern DOAC (attached).

### 5.2 Outward

There has been no outgoing correspondence.

## ITEM 6 STANDING ITEMS

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### 6.1 Update of Contacts

Contact list to be distributed with the minutes for updating as required. (Attached)

### 6.2 Training Dates

No training dates currently scheduled.

## ITEM 7 LEMC EXERCISES

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Discussions held on the content focus for training to be held at the winter LEMC meeting. Possible scenarios included:

- Chemical explosion threat and resident evacuation procedures.
- Communication processes during power outages.
- Train derailments.

Ben Davies, CESM, to investigate training modules and relevant agency involvement.

## ITEM 8 AGENCY UPDATES

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### 8.1 WA Police

SGT C Turner - Conducted welfare visits to community properties affected by the storm event on 16<sup>th</sup> January 2024.

Commented on the larger than average number of car accident occurrences in the last few months.

## **8.2 St John Ambulance**

Mrs Bronwyn Herne – Nil.

## **8.3 Fire and Emergency Services**

Mr Sydney Davies – District Office – Nil to report.

Mrs Y Grigg – Attachment Wheatbelt District Advisor Report May June 2023

Mr B Skinner – VFRS – Nil.

## **8.6 Department of Communities**

Mr Michael Phillips – Reported that he is new to the role and did not have anything to report at this time.

## **8.7 Department of Education**

Mrs C Whitelock – Meckering PS: Reported that the school have been initiating a procedure in relation to the extreme heat that we have been experiencing. This procedure included keeping kids indoors and implementing stationary play areas outdoors under shade structures.

Mr J Arnott – Cunderdin Ag: Nil.

Mr P Jasper – Cunderdin DHS: Nil.

## **8.8 Department of Health**

Ms Maureen Gaitskell: No formal report.

Commented on the Department of Health's current focus on recruitment retention.

Advised that staff have currently been completing heat welfare checks on vulnerable community members through out the current extreme temperatures faced by Cunderdin community.

## **8.9 Local Government (inc. Bush Fire Brigades)**

Cr A Harris - Shire President: Nothing to report.

Mr A Burges – CBFBCO: Nil.

Mr S Hobley – CEO: Thanked all agencies and individuals for their assistance during the extreme weather conditions experienced over January.

Mrs H Byrnes – DCEO: Reported that the Shire are working on creating a case study surrounding the communication failures experienced by the Shires community members on a daily basis and in the case of emergency situations.

Mr B Davies – CESM

Communication issues with fire South of Cunderdin due to non existent mobile phone coverage – To combat the issues faced from a lack of communication during the events experienced in January 2024, Ben Davies has purchased a mobile Starlink unit, from his personal funds, to be installed in the CESM vehicle.

In the event of a disaster Ben would like to use a LEMC WhatsApp group for ease of communication.

## **8.10 Rapid Relief Team**

Mr E Fawkes: The Rapid Relief team have assisted with supplying volunteers at the December fire event experienced in Meckering.

Assistance has also recently been given by the RRT to the agencies involved in the Toodyay bushfire response.

The team are currently working on a high flow water strategy to assist in filling smaller units effectively at the fire grounds.

RRT will be in attendance at the Emergency Services Day due to be held on 8<sup>th</sup> March 2024 on the Cunderdin Oval from 4.30pm.

## **8.11 Exercise**

### **ITEM 9 URGENT BUSINESS**

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Nil.

### **ITEM 10 NEXT MEETING DATES**

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12<sup>th</sup> June 2024 – Desktop exercise. Time to be confirmed.

11<sup>th</sup> September 2024 – LEMC Meeting, Cunderdin Council Chambers, 4pm.

### **ITEM 11 CLOSURE**

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There being no further business, the Chairperson closed the meeting at 4.12 pm.