

Local Emergency Management Committee Meeting Minutes 21 February 2024

Council Chambers, 6177 Great Northern Highway, Bindoon
Commencement: 10:00am Closure: 11:14am

MEMBERSHIP AS AT 10 SEPTEMBER 2022

Members	Councillor Proxy
Chair Cr Kylie Hughes	Deputy Chair Cr Aaron King
Executive Officer Community Emergency Services Manager	
Local Recovery Coordinator	
St John Ambulance Gingin Chittering	
Deputy Chief Bush Fire Control Officers	
Local Welfare Liaison Officer	
WA Police – Gingin Representative	
Department of Communities representative	
DFES District Officer – Metropolitan North East	
State Emergency Service (Swan) representative	
Department of Defence representative	
Western Australian Meat Industry Authority representative	
Bindoon Primary School representative	
Edmund Rice College representative	
Immaculate Heart College representative	
Country Women’s Association representative	

Objectives

- 3.1 Develop local emergency management arrangements that are practical to all stakeholders and service agencies.
- 3.2 Ensure that arrangements are contemporary and relevant to the community and addresses all possible risks and scenarios.
- 3.3 Participate in inter-local government relations to further emergency management cooperation within the Esperance Goldfields District.
- 3.4 Engage the community through safety and awareness campaigns, and by disseminating information through social media, media outlets, and public events.
- 3.5 Participate in interagency training exercises that improve the capabilities and knowledge of the committee, local stakeholders and hazard management agencies.
- 3.6 Exercise the emergency management arrangements to test their effectiveness in practical applications, and actively strive for continuous improvement.
- 3.7 Share meeting minutes, committee member experiences and proposed actions with local government elected members, State agencies and the local community.
- 3.8 Strategise on ways to mitigate potential emergencies and to improve recovery arrangements.

Tenure of Membership

Shall be in accordance with the *Emergency Management Act 2005, Section 38(3)*.

Delegated Authority

Nil

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Preface

When the Chief Executive Officer approves these Minutes for distribution they are in essence *“Unconfirmed”* until the following Ordinary Meeting of Council, where the minutes will be confirmed subject to any amendments.

The *“Confirmed”* Minutes are then signed off by the Presiding Member.

Attachments that formed part of the agenda, in addition to those tabled at the Ordinary Meeting of Council are put together as an addendum to these Minutes.

Unconfirmed Minutes

These minutes were approved for distribution on 26 February 2024.



Confirmed Minutes

These minutes were confirmed at a meeting held on 22 May 2024.

Signed

Note: The Presiding Member at the meeting at which the minutes were confirmed is the person who signs above.

1. DECLARATION OF OPENING OF MEETING ANNOUNCEMENTS OF VISITORS

The Chairperson declared the meeting open at 10:03AM

Good morning ladies and gentlemen, we wish to acknowledge the traditional custodians of the land within the Shire of Chittering, the Yued and Whadjuk peoples. We would like to pay respect to the Elders of the Nyoongar nation, past and present, who have walked and cared for the land, we acknowledge and respect their continuing culture, and the contributions made to this region.

2. RECORD OF ATTENDANCE / APOLOGIES / APPROVED LEAVE OF ABSENCE

2.1 Attendance

The following members have confirmed their attendance (Quorum – 9 Members):

Members:	Cr Kylie Hughes	Chairperson
	Melinda Prinsloo	Chief Executive Officer
	Graham Furlong	Chief Bush Fire Control Officer
	Carlson Daniels	WAMIA
	Sammantha Da Luz	Immaculate Heart College
	Shelley Walter	CWA Bindoon Belles
	Jo Spaddacini	Department of Communities
	Michael Phillips	Department of Communities
	Amanda Robinson	Bindoon Primary
	Alison Reliti	Shire of Chittering
	Murray McBride	Department of Fire & Emergency Services
	Daryl Coleman	Swan SES
Observers:	Jodie Connell	Development Services Support Officer (Minute Secretary)

2.2 Apologies

Jude Seivwright Gingin Police

2.3 Approved leave of absence

Nil

3. DISCLOSURE OF INTEREST

Nil

4. CONFIRMATION OF PREVIOUS MINUTES

4.1 Local Emergency Management Committee meeting: 22 November 2023

4.1 OFFICER RECOMMENDATION

Moved Melinda Prinsloo / Seconded Murray McBride

That the minutes of the Local Emergency Management Committee meeting held on Wednesday, 22 November 2023 be confirmed as a true and accurate record of proceedings.

CARRIED UNANIMOUSLY

5. REPORTS

5.1 Department of Communities

Jo Spadaccini spoke to the following:

- Introduction of Michael Phillips to the Committee and described current departmental changes with the addition of Michael Schorer.
- Thanks was given to Bindoon Belles for assistance at the Wanneroo Fire. The Belles assisted with catering at the Resilience Centre in Swan during the incident.
- Jo has had discussions regarding the recovery model with Melinda after the recent Bindoon and Chittering Fires. This was discussed and catered toward the Chittering community in a different way to align with the needs of the community.
- Training will be available during the off season later this year.
- State level report will be circulated to the Committee

5.2 Department of Fire & Emergency Services

Murray McBride spoke to the following:

- The response to the Bindoon/Gingin Complex incident was effective and a debrief is being held with Chittering brigades tomorrow night.
- Career appliances have been around town recently due to the high threat period as a precaution. This has occurred across the state in different areas.
- Two Helitaks are based in Gingin currently for quick response.
- No Community Emergency Services Manager for Chittering currently. Graham currently covering the Chief role.
- A very busy summer for all emergency responders.

5.3 WAMIA

Carlson Daniels spoke to the following:

- Carlson introduced himself to the Committee and gave some context to WAMIA's operations and his role.
- Currently reviewing WAMIA's emergency response plan and other aspects of operations that may be impacted by an emergency.
- Looking to network with other local stakeholders to assist where possible in future.

Graham Furlong enquired about whether anyone tried to evacuate animals to WAMIA during the recent fires. Carlson stated that none had and gave some information about potentially being able to assist in future.

Murray provided information from the Wooroloo incident in 2021 about where animals were evacuated to WAMIA. The evacuation of animals in the Shire of Chittering was discussed by the Committee.

5.4 Chief Executive Officer, Shire of Chittering

Melinda Prinsloo spoke to the following:

- Graham Furlong has been appointed as Chief Bush Fire Control Officer. A new Community Emergency Services Manager to be recruited in near future.
- The recent incidents have been a good test of the Shire's plans and systems and improvements have been identified.
- Recovery efforts are ongoing from the storm.

5.5 CWA Bindoon Belles

Shelley Walter addressed the Committee and detailed the great opportunity CWA had by assisting during the Wanneroo Fire.

Shelley asked Communities regarding the activation of the Bindoon Belles during incidents like the recent Bindoon and Chittering fires. Jo explained the activation process.

Murray stated that RAAF have recently taken over the Resilience Centre in Bullsbrook and it may not be available for evacuation efforts in future. Details of the Wanneroo Fire response and use of the facility were discussed.

Graham Furlong raised the point made previously by the Edmund Rice College delegate about evacuating their students. Graham asked whether the Resilience centre would be an appropriate location. Discussion was held about the facility and the practicalities of using it.

5.6 Immaculate Heart College

Sammantha da Luz spoke to the following:

- Student numbers are growing exponentially and currently working with the Shire on the masterplan for the school.
- The school is considering different aspects of emergency response plans as part of the masterplan as well as the impact the growth the school is having on those plans.
- Immaculate Heart would like to network with other local stakeholders to assist in future.

5.7 Shire of Chittering

Alison Reliti stated that she was currently working on recovery efforts with Melinda.

Graham Furlong spoke to the following:

- Outlined details of the large incidents and how they impacted Chittering Brigades
- Skills gaps have been identified within our brigades including incident management and succession planning.
- The Shire was much more involved in the incident response compared to previous larger incidents which was of great value to the response.
- A couple of aspects during the incident were new to Graham in his role including evacuation centres.
- The DFES management response and support was excellent.
- There is an opportunity to obtain grant funding for an Animal Welfare Plan for the Chittering Local Emergency Management Arrangements.

Jo provided feedback about other Local Governments who have Animal Welfare Plans.

5.8 Bindoon Primary School

Amanda Robinson spoke to the following:

- Reviewing the plans the school currently has in place and looking to seek feedback from Bullsbrook to gain learning from their recent experience.
- Department of Education has introduced a new system for visitors to sign in and they now have to confirm that they have been made aware of the school's plans.
- Regular drills being held and planned.
- Extreme weather policies have been implemented.

5.9 Swan SES

Daryl Coleman spoke to the following:

- Responded to all recent incidents in Chittering and the Wanneroo incident.
- Responded to the storm event with a few call outs occurring in the Chittering area.
- Swan SES is experiencing some issues with members wanting to fix all issues arising at each call out. Management are finding ways to better manage response times and the scope of work done at each call out.
- Potential for crews to go up north in response to cyclone.
- Celebrating 60 years of Swan SES this year.

6. GENERAL BUSINESS

6.1 Update of Local Emergency Management Arrangements

Updates were provided to the Minute Secretary.

7. NEXT MEETING

That the next meeting of the Local Emergency Management Committee is scheduled for Wednesday, 22 May 2024 commencing at 10am.

8. CLOSURE

The Chairperson declared the meeting closed 11:14AM.