

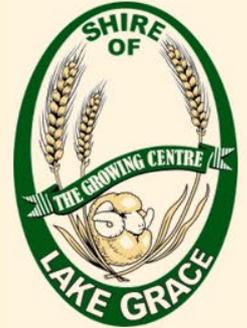
Shire of Lake Grace

Local Emergency Management Committee

Minutes

10 August 2023

Meeting Commencing at 1:00 pm



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Acknowledgement of Country

I begin today by acknowledging the Ballardong people, Traditional Custodians of the land of which we meet today, and pay my respects to their Elders past, present and emerging.

I extend that respect to Aboriginal and Torres Strait Islander peoples here today.

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SHIRE OF LAKE GRACE

Minutes of the Local Emergency Management Committee (LEMC) meeting held at Council Chambers, 1 Bishop Street, Lake Grace on Thursday 10 August 2023.

1.0 Opening and Welcome

The Shire President opened the meeting at 13:02 pm.

(Note: Under the Terms of Reference, the Local Emergency Coordinator (OIC Lake Grace Police) is the Deputy Chair, if not available, the Committee is to appoint a member to preside at the meeting).

"I begin today by acknowledging the Ballardong people, Traditional Custodians of the land of which we meet today, and pay my respects to their Elders past, present and emerging.

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2.0 Record of Attendance

Present:

Name	Role	Agency
Cr Len Armstrong	Shire President	Shire of Lake Grace
Alan George	CEO	Shire of Lake Grace
Chris Paget	DCEO/ Local Recovery Coordinator	Shire of Lake Grace
Matt Castaldini	CESM	Shire of Lake Grace
Ross Chappell		SJA Lake Grace
Gary Guelfi		SJA Newdegate
Judy Garlick	Principal	Newdegate PS
Josh Egan-Reid	Sergeant	WA Police Force
Gavin Stevens	Area Officer	DFES
Mitch Davies	Regional Operations Manager	DFES
Joanne Spadaccini	DESO	Department of Communities
Brett Dew		Western Power

Apologies:

Name	Role	Agency
Craig Elefsen	MIS	Shire of Lake Grace
Lisa Pearce	HSM	WACHS – Lake Grace
Kerrienne Mills	Principal	Lake Grace DHS
Barry Grady	Community Paramedic	St John Ambulance

In Attendance / Observers / Visitors:

Name	Role	Agency

3.0 Disclosure of Interests

Identify real, perceived or potential conflicts of interest experienced by any member in relation to the items on the Minutes. These should be declared now and if possible, raised with the chairperson prior to the meeting to determine the appropriate way to manage the conflict.

Nil

4.0 Guest Presentations

Nil

5.0 Confirmation of Minutes – 11 May 2023

Voting Requirements

Absolute majority required.

Recommendation / Resolution

Moved: Josh Egan-Reid

Seconded: Ross Chappell

That the Minutes of the Local Emergency Management Committee (LEMC) meeting held on 11 May 2023 be confirmed as a true and accurate record.

CARRIED

6.0 Review of Action List and Business Arising

Item	Owner	Status

7.0 Correspondence

7.1 Correspondence In

- DFES/ SEMC Restricted Access Permit System consultation request.

7.2 Correspondence Out

- Department of Communities Welfare Centre Exercise in Dumbleyung on 11 July 2023
- Shire of Lake Grace Staff and Councillors – Emergency Management Fundamentals Training Course

8.0 Review of LEMC Membership and Contact List Updates

Members to provide updates for contacts lists if there are any changes.

None received

9.0 Local Emergency Management (Standing Items)

9.1 Post Incident Reports

Discussion and note any outcomes to be actioned.

Nil

9.2 Incident Support Group (ISG) Activations

Discussion and note any outcomes to be actioned.

Nil

9.3 Post Exercise Reports

Discussion and note any outcomes to be actioned.

Nil

9.4 Exercise

Discuss objectives (what needs to be achieved) and dates.

Nil

9.5 Review Local Emergency Management Arrangements

(Updates to be table or requested to be addressed as required)

Matt Castaldini: Member agencies were invited to provide feedback on the arrangements where available.

9.6 Risk Management Updates

(Monitor and review emerging risks, mitigation actions etc.)

Matt Castaldini: Member agencies were invited to report on any known emerging risks and mitigation actions where known.

There are no evolving situations at present.

10.0 Minutes Items

10.1 (CESM) Dangerous Goods Transportation

The Shire of Lake Grace has a major arterial road running through the Shire East-West. Discussion about the potential of an incident occurring that involves dangerous goods being transported by road and collaboration between agencies.

Department of Communities reported that they assisted with the recent New Norcia HAZMAT truck fire incident and that they needed to open evacuation centres in the Shires to the North and South of the incident due to the prescribed exclusion zone. Noting the Shire could be called upon for an incident in a neighbouring area.

DFES spoke to some upcoming training for the VFRS in town to further train and strengthen their capability, noting the response is done by volunteers who are supported by on-call staff in Narrogin and Perth.

11.0 Agency Reports

Member reports to consider/ address:

- What is your current capability for managing incidents/responses? (do you have enough trained and/or experienced people, and resources)
- What is your capacity (such as staff and/or volunteer numbers) and resources looking like for the future? Do you have a volunteer recruitment strategy?
- Are there any new or emerging risks that might impact your organisation (changes to legislation, seasonal outlooks, new industrial developments)
- Do you have any exercises planned? Can other agencies attend to participate or observe?
- If you have had any incidents or exercises what were the lessons identified – are any of these common to other organisations?

- Thinking about your community/ies, how well prepared are they to respond to your hazard/emergency
- What community engagement activities have you carried out / have planned
- How resilient do you think your community is for your hazards and what could be done to improve community resilience?

11.1 Shire of Lake Grace

Our Bushfire Brigade member capacity is good, noting that while not in fire season we have a limited firefighting resource available as farm units are not typically ready and available.

We have been watching the ACH Act implementation and note that we fell under the exemption for emergency incidents. Also noting that the ACH act is being withdrawn.

Nil exercises but we recently completed a 3-day intensive training event for Fire Control Officers which went very well, progressing our FCOs on their training journey, working towards some more higher-level training.

11.2 WA Police Force

We are currently operating 2 vehicles from our station, manned by 3 officers. Other surrounding stations have recruited and filled vacant positions, giving a good result for the community with good numbers of officers available in the region at most times.

Scott Oatridge has recently completed Land Search and Rescue which is good, bringing us to two officers trained at the station.

Question: Does the drone/RPAS capability in Albany have thermal imaging abilities?

Answer: Yes, as far as we are aware. The proposed drone/RPAS for Katanning or Narrogin may have these capabilities too, but we have limited details at this stage.

11.3 Bush Fire Brigades – (Chief Bush Fire Control Officer)

Nil

11.4 Lake Grace Volunteer Fire and Rescue

Nil

11.5 St John Ambulance

- **Community Paramedic**

From SJA Lake Grace, Barry has recently returned from leave.

- **Lake Grace Subcentre**

Still completing transfers, low number of jobs, the recent Colts carnival saw some activity with support received from Newdegate to crew the vans over the weekend event.

- **Newdegate Subcentre**

We are hoping to be in our new building in a month, which is progressing well. The Field day is next month will have a significant commitment with support from other local subcentres.

We recently had a multi-agency incident, and we appreciate support from the other agencies.

- **Lake King Subcentre**

Nil

- **Varley Subcentre**

Nil

11.6 DFES - Department of Fire & Emergency Services

See attachment:

1. Report and Information sheet

11.7 WACHS - Lake Grace District Health Services

Nil

11.8 Education Department

- **Lake Grace District High School**

Nil

- **Newdegate Primary School**

Judy Garlick: We have recently updated our school bushfire plan and this has been accepted by EDWA; as part of the plan we have cleared a 20m buffer of weeds. Additionally, our First aid training level has reached 90% of our staff.

- **Lake King Primary School**

Nil

11.9 Department of Communities

Attachments:

1. District Emergency Services Officer – Wheatbelt DEMC Update: July 2023
2. Local Emergency Welfare Plan

The Local Welfare Plan for the Narrogin District has been updated recently with information from partner agencies. This will be distributed through the LEMC. If you have any comments please advise Jo Spadaccini (contact details in the attached document).

We are required to conduct Welfare centre audits with local governments. As part of this process, I have reviewed the Lake Grace Hall (moving to a secondary site), the Newdegate Recreation Precinct/Pavilion, the Country Club and the Hall. Through this process additional information is being sought following the impact of TC Seroja inland past typically cyclone impacted areas. The Building code information, relevant at the time of build is now being included on the welfare centre information sheet.

As mentioned before, in discussion with the Shire we are swapping Lake Grace town hall and pavilion sites in relation to their primary/secondary preference.

Len Armstrong:

What is the capacity at Newdegate?

Matt Castaldini:

The Newdegate Hall has been removed, with the Pavilion being left as the primary site. We had a look at the Country Club, which could be utilised if we only had a small number of impacted persons. The main drawback with all sites in the Shire is that we do not have backup power redundancy options. At least having a generator inlet plug and switch would be a minimum to enhance the capability.

Len Armstrong:

I believe the Newdegate Community are also discussion options about this.

Brett Dew:

Western Power do have some High Voltage Injection options if available to inject power upstream of a specific area.

Ross Chappell:

The Lake Grace SJA Subcentre has a generator inlet, a WAERN radio and sufficient GPOs to be utilised as an incident coordination centre.

11.10 Water Corporation

Nil

11.11 Main Roads WA

Nil

11.12 Western Power

Western Power have some drone capability although we do not have any IR/UV sensing capacity. We are limited to visual line of sight operations based on our licence.

Organisationally we are taking steps to source a drone capacity, approvals and licensing for longer distance drone inspection of the network.

We are currently reliant on helicopters for inspection, which you are likely to see in operation locally.

Our works program is currently focussing on towns and from roads as paddocks are not currently conducive to access for heavy trucks.

Our staffing is still low, we looking at local employment/ apprentices as the recent campaigns are really only securing workers for metropolitan or coastal areas. We have access to drive in and out support, with our crews being on call one in 3 weeks, which is not good.

Emergency Response Generation (ERG) is available from metro, with contracts being maintained for transport. This was deployed to Kalbarri and Geraldton overnight with TC Seroja and we can utilise that capability here if required.

We will advise if we get a thermal imaging capability with the drone.

11.13 CBH Group Lake Grace

Nil

11.14 DBCA - Parks and Wildlife Service

We are nearly fully staffed, noting that new staff have a lack experience.

Employment is very competitive so often we don't have much choice with experienced people typically heading to the mining sector.

Our regional preparedness activities are well underway with pre-season training in September for staff and participation in an exercise with DFES planned. We also had 3 staff deployed to Canada who have recently returned.

Matt Castaldini:

Is the hazard reduction burn in Dragon Rocks Nature Reserve likely to go ahead prior to summer?

Mitch Davies:

Not likely this year, as we do not burn after 15 September due to the potential impact to farming.

11.15 DPIRD - Department of Primary Industries and Regional Development

Nil

11.16 Other Groups / Members

Nil

12.0 General Business

12.1 Funding Nominations and Applications

We have received access to the EM Fundamentals course and links have been sent to Shire staff and Councillors. The training provides some foundational knowledge of the role of local government in Emergency Management.

There is additional funding for Key staff/ interested councillors to undertake recovery centric training. The plan is to host either one or two courses in Lake Grace and invite other local governments to attend. We can cover the tuition fee for the course under our grant.

12.2 General Business from the Floor

Ross Chappell – Can we find out what is on the road, not necessarily who and when?

Can the LEMC contact MRWA to ask what DGs are transported through the Shire with a frequency?

Discussion around lithium batteries: The challenges with extinguishment and best practise were articulated, Gavin from DFES will share some information through the LEMC.

13.0 Date of Next Meeting

Please see the dates for upcoming meeting;

- Thursday 02 November 2023

14.0 Closure

There being no further business, the Shire President closed the meeting at 14:02 pm.

15.0 CERTIFICATION

I, _____, certify that the Minutes of LEMC Meeting held on 10 August 2023 as shown were confirmed as a true record of that meeting.

Signature

Date