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SHIRE OF QUAIRADING

Local Emergency Management Committee

ITEM 1 OPENING & ANNOUNCEMENTS

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

"Before we start our Meeting, I would like to acknowledge that we are meeting on Noongar / Ballardong land and we pay respect to the original custodians...past, present and future and welcome you all here today for this Meeting".

ITEM 2 ATTENDANCE AND APOLOGIES

2.1 Members

Cr W Davies	Shire President/Chairperson
Mr N Gelmi	Chief Bush Fire Control Officer
Mr T Sandercock	St John Ambulance - Quairading
Mrs D Ellison	HSM Quairading Hospital
Sgt A Herod	OIC Quairading Police
Mr G Fardon	Chief Executive Officer
Mrs J Spadaccini	Department of Communities
Mr R Bleakley	Executive Manager Community, Projects and Strategic
Mr A Duncan	Quairading Central BFB and Quairading VFERS
Mr J Corrigan	Department of Fire and Emergency Services
Mr D Richardson	St John Ambulance
Ms L Boehme	Acting Principal - Quairading District High School
Mr S Bell	Community Emergency Services Manager
Cr P Smith	Councillor
Mrs Y Grigg	DFES - District Emergency Management Advisor
Ms S Cutts	Quairading CO-OP Manager

2.2 Apologies

Please forward any apologies if you are unable to attend. All Agencies are encouraged to have a representative or observer attend this Meeting.

ITEM 3 DEPUTATIONS / PRESENTATIONS / SUBMISSIONS

ITEM 4 CONFIRMATION OF MINUTES AND BUSINESS ARISING

4.1 Confirmation of Minutes – 10th June 2021

RECOMMENDATION

MOVED _____ **SECONDED** _____

That the minutes of the Local Emergency Management Committee Meeting held on 10th June 2021 be confirmed as a true and correct record of that Meeting.

4.2 Business Arising

- WAPOL Community Recognition Certificate presented to Ms Danielle Hayden by the Shire President
- Lessons Learnt from TC Seroja – Debrief Reports from State Agencies
- Desktop Exercise – Refer to Agenda Item 7
- Update on the Bushfire Risk Management Plan Project
- LEMA Review due for Major Review in 2022 - CESM to outline Review Process at the December 2021 Meeting

SHIRE OF QUAIRADING

Local Emergency Management Committee

The Local Emergency Management Committee Minutes of Meeting held on Thursday 10th June 2021 commencing at 4.30 pm.

ITEM 1 OPENING & ANNOUNCEMENTS

The Acting Chairperson welcomed everyone to the Meeting and declared the Meeting open at 4.30 pm.

ITEM 2 ATTENDANCE AND APOLOGIES

2.1 Attendance

Cr JN Haythornthwaite	Deputy Shire President / Acting Chairperson
Mr G Fardon	Chief Executive Officer
Mr R Bleakley	Executive Manager of Community, Projects and Strategy
Mr D Richardson	St John Ambulance
Mr S Bell	Community Emergency Services Manager
Mrs D Ellison	HSM – Quairading District Hospital (from 4.33pm)
Ms T Patton	Quairading Volunteer Fire and Rescue Captain
Ms J Spadaccini	Department of Communities
A/ Sgt E Duffy	Quairading Police
Mr T Sandercock	St John Ambulance
Cr P Smith	Councillor

2.2 Observers / Visitors

Ms Y Emmanuel	St John Ambulance
Cr B Cowcill	Councillor

2.3 Apologies

Cr W Davies	Shire President / Chairperson
Mrs Y Grigg	DFES – District Emergency Management Advisor
Mr J Corrigan	Department of Fire and Emergency Services
Ms S Cutts	Quairading Co-op Manager
Mr A Duncan	Quairading Central Bush Fire Brigade Captain

ITEM 3 DEPUTATIONS / PRESENTATIONS / SUBMISSIONS

Nil.

ITEM 4 CONFIRMATION OF MINUTES AND BUSINESS ARISING

4.1 Confirmation of Minutes – 11th March 2021

RESOLUTION: LEMC2- 20/21

MOVED Mr Richardson SECONDED A/ Sgt Duffy

That the minutes of the Local Emergency Management Committee Meeting held on 11th March 2021 be confirmed as a true and correct record of that Meeting.

CARRIED

4.2 Business Arising

Mr Bell advised that the Bushfire Risk Planning Coordinator (BRPC), Mr Humfrey, is nearing the completion of both Kellerberrin and Tammin's Bushfire Risk Management Plans (BRMP). Kellerberrin's Plan is currently being reviewed by the Office of Bushfire Risk Management (OBRM), and will then be handed to the Council for endorsement. Tammin's Plan is soon to be submitted to OBRM for review. Preparation of the Quairading Plan is now underway with an estimated completion time of 6 months, subject to all information being collected from stakeholders and other agencies in a timely manner.

The Department of Communities are currently requesting copies of floor plans for all identified welfare centres, so that Safety Plans can be developed for the scenario that persons are presenting to the evacuation centre with COVID 19.

Mr Fardon asked if the plans are still required by the Department of Communities.

Ms Spadaccini informed that they are still required.

Mr Bell and Mr Bleakley to liaise with Ms Spadaccini on the floor plans and details of the Welfare Centres required.

ITEM 5 CORRESPONDENCE

5.1 Inward

Nil

5.2 Outward

Nil

