



## Local Emergency Management Committee

Minutes | 17<sup>th</sup> April 2024



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# SHIRE OF QUAIRADING

## Local Emergency Management Committee

### ITEM 1 OPENING & ANNOUNCEMENTS

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The Chairperson welcomed everyone to the meeting and declared the meeting open at 4:04 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

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#### 2.1 Attendance

Cr Jo Haythornthwaite	Shire President/Chairperson	
Cr Trevor Stacey	Deputy Shire President	
Sarah Caporn	Executive Manager, Works & Services, Shire of Quairading	
Marion Haeusler	Executive Officer, Shire of Quairading	
Ben Davies	Community Emergency Services Manager	via TEAMS
Shelby Robinson	DFES – District Emergency Management Advisor	via TEAMS
Sgt David Lewis	OIC Quairading Police	
PC Luqman Ithnin	Quairading Police	
Michael Phillips	Regional Coordinator - Department of Communities	via TEAMS
Dean Mastin	Quairading Central BFB and Quairading VFRS	
Saskia Korzonek	Volunteer Fire & Rescue Services	
Justin Corrigan	Department of Fire & Emergency Services	
Ian Dawson	St John Ambulance	via TEAMS
Trevor Sandercock	St John Ambulance – Quairading	

#### 2.2 Observers

Nil

#### 2.3 Apologies

Natalie Ness	Chief Executive Officer	
Nigel Gelmi	Chief Bush Fire Control Officer	
Diana Ellison	HSM Quairading Hospital	
Sharon Cutts	Quairading CO-OP Manager	
Jo Spadaccini	District Emergency Services Officer – Wheatbelt - Department of Communities	
Blake O’Halloran	Quairading District High School Principal	
Yvonne Emmanuel	St John Ambulance – Quairading	

## 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 – 4<sup>th</sup> December 2023

#### Recommendation – LEMC 003-23/24

#### **MOVED Sarah Caporn SECONDED Trevor Sandercock**

That the minutes of the Local Emergency Management Committee meeting held on 4 December 2023 be confirmed as a true and correct record of that meeting.

**CARRIED**

### 4.2 Business Arising

Nil

## ITEM 5 CORRESPONDENCE

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### 5.1 Inward

Nil

### 5.2 Outward

Nil

## ITEM 6 STANDING ITEMS

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### 6.1 Setting of 2024 LEMC Meeting Dates

Meeting dates were set in December 2023 to be:

- Wednesday 17<sup>th</sup> April 2024 (Post-Season)
- Wednesday 17<sup>th</sup> July 2024 (Yearly Exercise)
- Wednesday 18<sup>th</sup> September 2024 (Pre-Season)

### 6.2 Community Emergency Services Manager

#### 6.2.1 Incident Update

- 39 incidents this season, significant increase from 11 last season, mostly from dry lightning strikes and storms
- Acknowledged Quairading Central Fire Brigade, who responded to incidents in Waroona, York and Northam.
- Fleet has been serviced

#### 6.2.2 Training Update

Training for SEOs in September; training calendar has been updated.

### 6.2.3 Bushfire Brigade Registers Update

Nil

## 6.3 Review of LEMA

A review of the LEMA is currently underway regarding the following:

- updating details that are incorrect
- communications strategy including recovery information strategies and an internal comms plan
- Directional road signage for an Evacuation Centre, should one need to be established for people unfamiliar with town layout
- Food and catering agreements
- Shire Executive Emergency Activation Kits
- Financial preparation – image library of Shire assets
- Community awareness/education campaign to be prepared prior to next season's bushfire period.

Input from LEMC Members is appreciated.

Also under consideration are the roles and function of the Core Recovery Group. The following is listed in the LEMA, but members have never met as a group to discuss potential scenarios around the identified hazards/risks:

(Function – recovery planning, activation of plan, support LRC to manage the recovery process. The core group comprises LG elected members and administration staff)

Position	Primary	Alternate
Chair	Shire President	Deputy Shire President
LRC	Chief Executive Officer	Executive Manager, Corporate Services
Deputy Recovery	Executive Manager, Works & Services	Executive Manager, Corporate Services
Administrative support	Executive Officer	Accounts/Senior Finance Officer
Communications Officer	Information Management Officer	Grants & Projects Officer
LG Officers	Technical Services Officer	Works Team Leader

Some of these Positions no longer exist within the Shire and appropriateness of Primaries and Alternates, as they are currently staffed, needs to be reviewed for the Positions.

*The EMWS reports that she has ordered additional signage for traffic control around incidents, but not any signs yet that direct members of the public towards an Evacuation Centre.*

*The EMWS suggested her position could also be a suitable Alternate LRC to the CEO and the Works Supervisor would be a good Alternate Deputy Recovery.*

*The EO mentioned that Information Management Officer and Technical Services Officer were not current roles in the Shire.*

*Any other input please email to the EO at [marion.haeusler@quairading.wa.gov.au](mailto:marion.haeusler@quairading.wa.gov.au).*

#### **6.4 Update to Risk Register**

Currently the LEMA has 4 identified risks in its Risk Register, which was adopted by the Committee at its last meeting in December – Bushfire; Earthquake; Severe Storm; Flood.

Potentially there are an additional 3 risks that should be identified – Power Outages; Chemical Spill; Terrorism (domestic and international) (given recent events in Kellerberrin and Merredin).

*Members were asked to think about possible mitigation strategies for the newly identified risks.*

*Sgt Lewis responded that in the case of terrorism, the response was the sole responsibility of the Police and that in such a case everyone else would basically be asked to “clear the way”.*

*Any other input please email to the EO at [marion.haeusler@quairading.wa.gov.au](mailto:marion.haeusler@quairading.wa.gov.au).*

### **ITEM 7 AGENCY UPDATES**

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#### **7.1 WA Police**

Sgt Dave Lewis reported that Police have been rather busy with incidents in town. Incidents at the Quairading Club were confined to certain people, one person has been charged and the investigation is ongoing. Some burglaries relating to drugs had also been investigated, those people have been charged and moved on out of town.

The Sargent has reassured the community and spoken to the Minister about ongoing policing in Quairading. Police are continuing to target their efforts to specific groups of people known to be doing the wrong thing.

#### **7.2 St John Ambulance**

Trevor Sandercock reported that equipment is up to date. Cunderdin has been along for training. Training is in full swing. Nothing else to report.

Ian Dawson reported of a state-wide review into Country Ambulance Service commencing in May. This could result in increased resources for Quairading, but no information on what that could look like yet.

Also under review is the process for hospital transports by volunteers as they are currently dealing with long wait times at pickup.

A project is underway to place university paramedic students out to the country.

#### **7.3 Fire and Emergency Services**

Shelby Robinson introduced herself to the Committee and reported that she was now five weeks into the role and planning to come out and meeting everyone. She offered support for the review

of Lema and any other EM issues and commended the Committee and the Shire on taking their role seriously and putting effort into making sure strategies and contacts were up to date.

Shelby also offered help with advocacy for anything EM related that needed to be escalated to state level.

#### **7.4 Quairading Volunteer Fire & Rescue**

Saskia Korzonek reported that she was currently unaware of the exact number of VFRS call outs. She reported of incidents of fires escaping blocks in town caused by people not taking appropriate care. There were also some new recruits for the Central brigade.

Training Courses are planned for the Winter period to help with upskilling.

#### **7.5 Quairading CO-OP**

Sharon Cutts – Apology. The meeting noted that Sharon would be leaving the Co-op at the end of the month but her replacement was not yet known.

#### **7.6 Department of Communities**

Michael Phillips reported that Jo Spadaccini was currently on leave. He explained the structure of the three people in the Department currently responsible for the Wheatbelt as being Mark Schorer, his direct supervisor, himself, and Jo.

He offered assistance with training exercises for the LEMC between now and the end of the year, as the fire season was getting less busy.

#### **7.7 Department of Education**

Blake O'Halloran - Apology

#### **7.8 Department of Health**

Diana Ellison - Apology

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

Cr Jo Haythornthwaite - No update

Nigel Gelmi - Apology

### **ITEM 9 URGENT BUSINESS**

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Cr Trevor Stacey reported Telstra outages as being an ongoing problem. Submissions are made regularly. Nothing happens. St. Johns did not have coverage. Hospital had no phones.

Cr Jo Haythornthwaite added that on the previous Saturday, Phones dropped out at 1.33pm as a result of a power outage and stayed out until power came back.

It is concerning that landlines were or are still also out, not just digital but copper wire as well.

Telstra standard answer seems to be that power outages are to blame.

DEMA reports that there is work in progress regarding this issue in the State Emergency Management Committee.

Michael Phillips offered the Starlink satellite service as a temporary solution to no phone service. It is expensive. There are mobile units and single stationary units available.

Cr Haythornthwaite will bring this topic to the Concept Forum of Council.

Cr Stacey added his observation that Western Power were usually quick to update an ETA for restoring power, but never explained what the cause for the outage was.

Sgt Lewis reported that he had contacted Western Power about the most recent outage and after explaining who he was, had received the explanation that a 50m section of powerline had come down over the Goldfield Road, but no further detail as to why.

#### ITEM 10 NEXT MEETING DATES

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Next Meeting – 17<sup>th</sup> July 2024, 4.00pm, Quairading Council Chambers

#### ITEM 11 CLOSURE

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There being no further business, the Chairperson closed the meeting at 4.37 pm.

UNCONFIRMED