



Local Emergency Management Committee Notice of Meeting | 18th September 2024

The next LEMC MEETING will be held in Council Chambers, 10 Jennaberring Road, Quairading, WA on Wednesday, 18 September 2024 commencing at 4.00 pm.

MEETING AGENDA ATTACHED



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SHIRE OF QUAIRADING

Local Emergency Management Committee

ITEM 1 OPENING & ANNOUNCEMENTS

The 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 Attendance

Cr Jo Haythornthwaite	Shire President/Chairperson
Cr Trevor Stacey	Deputy Shire President
Natalie Ness	Chief Executive Officer
Sarah Caporn	Executive Manager, Works & Services, Shire of Quairading
Marion Haeusler	Executive Officer, Shire of Quairading
Ben Davies	Community Emergency Services Manager
Nigel Gelmi	Chief Bush Fire Control Officer
Shelby Robinson	District Emergency Management Advisor – DFES
Tess Robinson	HSM Quairading Hospital
Sgt David Lewis	OIC Quairading Police
Paula Brushe	Quairading CO-OP Manager
Michael Phillips	Regional Coordinator - Department of Communities
Jo Spadaccini	District Emergency Services Officer – Wheatbelt - Department of Communities
Dean Mastin	Quairading Central BFB and Quairading VFRS
Saskia Korzonek	Volunteer Fire & Rescue Services
Justin Corrigan	Department of Fire & Emergency Services
Michael Oliver	Quairading District High School Principal
Ian Dawson	St John Ambulance
Yvonne Emmanuel	St John Ambulance – Quairading
Trevor Sandercock	St John Ambulance – Quairading

2.2 Observers

2.3 Apologies

ITEM 3 DEPUTATIONS / PRESENTATIONS / SUBMISSIONS

Nil.

ITEM 4 CONFIRMATION OF MINUTES AND BUSINESS ARISING

4.1 Confirmation of Minutes – 17th July 2024

Recommendation

MOVED _____ **SECONDED** _____

That the minutes of the Local Emergency Management Committee meeting held on 17 July 2024 be confirmed as a true and correct record of that meeting.

4.2 Business Arising

ITEM 5 CORRESPONDENCE

5.1 Inward

Nil

5.2 Outward

Outward Correspondence from CESM to DFES

LEMC Annual Report Submission

ITEM 6 STANDING ITEMS

6.1 Setting of 2025 LEMC Meeting Dates

Suggested meeting Dates being the 3rd Wednesday of the Month as in 2024:

- Wednesday 16th April 2025 (Post-Season)
- Wednesday 16th July 2025 (Yearly Exercise)
- Wednesday 17th September 2025 (Pre-Season)

6.2 Update to LEMA Contacts

Confidential 'Contacts' section of the Shire of Quairading LEMA provided under separate cover for Committee information and comment.

ITEM 7 AGENCY UPDATES

7.1 WA Police

Sgt Dave Lewis

7.2 St John Ambulance

Ian Dawson

7.3 District Emergency Management Advisor

Shelby Robinson

7.4 Department of Fire and Emergency Services

AO Justin Corrigan

7.5 Quairading Volunteer Fire & Rescue

Saskia Korzonek

7.6 Quairading CO-OP

Paula Brushe

7.7 Department of Communities

Jo Spadaccini/Michael Phillips

7.8 Department of Education

Michael Oliver

7.9 Department of Health

Tess Robinson

7.10 Community Emergency Services Manager

CESM Ben Davies

Prevention:

- Mitigation works are being conducted around the Airport, Mclennon Street, the Tip, Loudon Street, Toapin Weir and Water Corp Site, this will be conducted from the 24th of September till the 11th of October.
- Community Meeting involving Bushfire Prevention and Preparedness will be held 16th of October.
- Looking at developing a very brief update to send out to the Community about the changes in the Australian Warning System, this will be sent out in the local paper, WhatsApp and Facebook.

Preparedness:

- LEMC Training has been run for a Ammonium Nitrate Incident to test the Evacuation Centres and Communication Strategy.

Bushfire Training:

Courses and Training has been conducted throughout the year to build capacity. Bushfire Training is being conducted throughout September and Early October. Courses such as;

- Ground Controller Course have been run, this enables the use of Water Bombers in Quairading. We now have qualified Ground Controllers.
- Bushfire Safety Awareness courses are also being conducted as this is the minimum standard course for BFB members who crew an appliance. More courses to be run in September and October.
- Rural Fire Awareness Courses is now online, this is the minimum standard for Farm Response members and Seasonal Workers.
- Fire Control Officer Course will be held on the 3rd of October 2024 in Cunderdin. 3 Members from Quairading Identified.
- Water Bomber Reloading – Will be conducted at Quairading Airfield at 1130 on 10th of November
- Further training will be pushed out and posted on the WhatsApp group and Facebook shortly.
- Please note the changes to Australian Warning System as per Presentation.
- Looking at running an AIIMS Awareness Training session for the Shire that will be involved in an incident management team or ICC, in October, Open to all Staff and LEMC members. AIIMS stands for Australasian Inter-Service Incident Management System and goes over key positions in an incident management team across key agencies.

Response:

- Grain Harvest Movement (Water Bomber) is going to continue this year due to all the positive feedback. Meaning Waterbombers will be positioned in Cunderdin, meaning a quick response. This will start on the 7th of November.

Recovery:

- Currently developing some role cards for the LEMC

Additional:

- Would the LEMC benefit from a WhatsApp Group? Following the Storm event this year it was identified that a common information stream would have assisted and prevent additional work from multiple agencies.

7.11 Bush Fire Brigade

Nigel Gelmi

7.12 Local Government

CEO Natilie Ness

Cr Jo Haythornthwaite

ITEM 8 TRAINING

What is a LEMC (Local Emergency Management Committee)

- Purpose of a LEMC
- Function of an LEMC
- Roles and Responsibilities

ITEM 9 URGENT BUSINESS

ITEM 10 NEXT MEETING DATE

Next Meeting – 16th April 2025, 4.00pm, Quairading Council Chambers

ITEM 11 CLOSURE

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