

Local Emergency Management Committee Meeting Minutes 22 February 2023

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

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
23 February 2023.



Confirmed Minutes

These minutes were confirmed at a meeting held on 24 May 2023.

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 10.10am.

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 – 8 Members):

Members:	Cr Kylie Hughes	Chairperson
	Cr Aaron King	Councillor, Shire of Chittering
	Melinda Prinsloo	Chief Executive Officer
	Dave Carroll	Community Emergency Services Manager
	Amanda Robinson	Bindoon Primary School
	Jo-Anne Bennett	Department of Communities
	Joanne Spaddacini	Department of Communities
	Maxi McDonald	St John Ambulance
	Lisa Kay	Shire of Chittering
	Sammantha Da Luz	Immaculate Heart College
	Phill Humphry	Deputy Chief Bushfire Control Officer – Central
	David Wilson	Deputy Chief Bushfire Control Officer - South

Observers:	Denaye Kerr	Executive Assistant (Minute Secretary)
	Tamara Carpenter	Immaculate Heart College

2.2 Apologies

Darryl Welsby	Edmund Rice College
John McDonnell	WAMIA
Tash Leam	Department of Defence, RAAF Pearce
Daryl Coleman	Swan SES
Liz Page	CWA – Bindoon Belles
Murray McBride	Department of Fire & Emergency Services
Jodie Connell	

2.3 Approved leave of absence

Nil

3. DISCLOSURE OF INTEREST

Nil

4. CONFIRMATION OF PREVIOUS MINUTES

4.1 Local Emergency Management Committee meeting: 23 November 2022

4.1 OFFICER RECOMMENDATION

Moved David Carroll / Seconded Joanne Spaddacini

That the minutes of the Local Emergency Management Committee meeting held on Wednesday, 23 November 2022 be confirmed as a true and accurate record of proceedings.

CARRIED UNANIMOUSLY

5. REPORTS

5.1 Department of Communities – Jo-Anne Bennett & Joanne Spaddacini

Jo-Anne Bennett addressed the Committee and outlined that the new Welfare Plan has been circulated with the agenda for the Committee's consideration. There has been a change in coverage of Department of Communities for Chittering. The plan had been circulated and reviewed by Shire of Chittering officers and would now need other agencies to provide their input with any comments required by end of February.

Cr Aaron King enquired about the demarcation used to determine what portion of the Shire the Joondalup office covered. Jo-Anne clarified that it was not specific and related to the locality and townsite.

5.1 COMMITTEE RECOMMENDATION

Moved Cr Kylie Hughes / Seconded David Carroll

That the "Local Emergency Welfare Plan - Metro North & Wheatbelt Regions Joondalup District And Moora District (Supporting Shire of Chittering) (Updated February 2023)" be tabled and accepted.

CARRIED UNANIMOUSLY

5.2 Community Emergency Services Manager, Shire of Chittering – David Carroll

David Carroll spoke to the following:

- Incidents x 37 attended both within and external to the Shire, representing 144 turnouts attended by our 6 brigades since 1 October 2022.
- Largest Shire of Chittering incident that posed a threat to the community thus far 46.3ha, 4th alarm fire at Hart Drive and Great Northern Highway caused by a car going off Great Northern Highway into the verge bush, well attended by Shire and DFES personnel, required 1 week of patrolling and mop up by our brigades and additional recovery works post fire to rectify damage caused on the private properties while containing and controlling the fire.

- **Total Fire Ban (TFB)** declared when the Fire Behaviour Index (FBI) reaches 50 x 18 TFBs to date: 3 Feb, 2 Feb, 26 Jan, 24 Jan, 22 Jan, 21 Jan, 14 Jan, 10 Jan, 9 Jan, 6 Jan, 5 Jan, 4 Jan, 3 Jan, 2 Jan, 24 Dec, 23 Dec, 30 Nov, 11 Nov
- **Harvest & Vehicle Movement Ban (HVMB)** declared when the FBI reaches 40 x 7 HVMBs to date: 2 Feb, 21 Jan, 3 Jan, 2 Jan, 1 Jan, 26 Dec, 25 Dec,
- Brigade membership is currently at 144 members across the 6 brigades with a recruitment drive in full swing for the rest of February and into March for all brigades.
- New appliances x3 Light tankers for Muchea, Lower and Upper Chittering, Bindoon 3.4 and 4.4 heavy tankers replaced, representing \$1 ¾ million worth of new appliances delivered to the Shire of Chittering by DFES.
- We're currently in the prohibited burning time transitioning to the restricted burning time at the end of March, unless we need to extend the prohibited due to persistent summer conditions.

Foot in Mouth Disease (FMD) Awareness:

- In May 2022, an outbreak of FMD was reported in cattle in Indonesia which spread to Bali. An incursion of the virus would have severe consequences for Australia's animal health and trade. The Biosecurity (Foot and Mouth Disease (FMD) Biosecurity Response Zone) Determination 2022 covering relevant international airports has been extended to 30 June 2023.

Cr Aaron King enquired how to obtain information about Total Fire Bans and how the information is disseminated to the public when they are declared. David Carroll detailed the different forms of media used when bans are declared and what efforts are taken to inform the public. Discussion was held by the Committee about information on bans and community education.

5.3 St John Ambulance – Maxi McDonald

Maxi McDonald spoke to the following:

- Chittering-Gingin have been conducting a recruitment drive recently with excellent response from the public.
- Training has commenced for the year.
- A recent meeting was held by members to discuss the access to the Bindoon Mountain Bike Park should an emergency occur on the tracks. Maxi requested who would be best to speak to about this aspect of the project. Melinda Prinsloo offered to speak to Maxi.

Cr Aaron King made comment about good turn out from recruitment given that there are concerns in the community about the response from ambulances. The Committee discussed resourcing and recruitment. Dave Carroll made reference to previous offers of drivers from Bush Fire Brigades should ambulances be unable to source a driver. Further discussion was held about resources and potential opportunities to assist with low resourcing.

Jo-Anne Bennett addressed the Committee and detailed the Department of Communities recent activities and involvement with the Kimberley floods.

David Carroll enquired as to whether any members from the local schools had any reports. Amanda Robinson from Bindoon Primary stated that they had been testing their plans regularly. The Committee discussed other exercises the schools can try and scenarios that can be run with WA Police.

6. GENERAL BUSINESS

Nil

7. NEXT MEETING

That the next meeting of the Local Emergency Management Committee is scheduled for Wednesday, 24 May 2023 commencing at 10am.

8. CLOSURE

The Chairperson declared the meeting closed at 11.00am.