



Minutes

Shire of Cuballing and Shire of Wickepin
Local Emergency Management Committee Meeting
Monday 30 October 2023

Date	Monday 30 October 2023
Time	3:00pm
Location	Shire of Wickepin Council Chambers 77 Wogolin Road, Wickepin WA 6370
Distribution Date	Wednesday 1 November 2023



Notice of Meeting

The Acting Chief Executive Officer recommends the endorsement of these minutes at the next Ordinary Council Meeting.

Tim Clynch
Acting Chief Executive Officer
Wednesday 1 November 2023

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In particular and without derogating in any way from the broad disclaimer above, in discussion regarding any planning application or application for a licence, any statement or limitation of approval made by a member or officer of the Shire of Wickepin during the course of any meeting is not intended to be and is not to be taken as notice of approval from the Shire of Wickepin. The Shire of Wickepin warns that anyone who has an application lodged with the Shire of Wickepin must obtain and only should rely on written confirmation of the outcome of the application, and any conditions attaching to the decision made by the Shire of Wickepin in respect of the application.

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1 Declaration of Opening

The Presiding Member declared the meeting open at 3.00pm.

2 Attendance

2.1 Present

T Clynch	Shire of Wickepin
J Russell	Shire of Wickepin
J Spadaccini	Department of Communities
S Scott	Shire of Cuballing
E Dowling	Shire of Cuballing
S Pellant	WA Country Health Services
G Young	DFES Acting Area Officer, Narrogin East
T Leeson	Chief Bushfire Control Officer

2.2 Apologies

D Gaull	Senior Constable – Wickepin Police
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3 Declarations of Members and Officers Interest

A member or officer who has an impartiality, proximity or financial interest in any matter to be discussed at this meeting must disclose the nature of the interest either in a written notice given to the Chief Executive Officer prior to the meeting or at the meeting immediately before the matter is discussed.

A member who makes a disclosure in respect to an interest must not preside at the part of the meeting which deals with the matter, or participate in, or be present during, any discussion or decision-making process relative to the matter, unless the disclosing member is permitted to do so under Section 5.68 or Section 5.69 of the *Local Government Act 1995*.

The following declarations of interest have been disclosed –

Nil

4 Confirmation of Minutes of Previous Meetings

4.1 Minutes of the Local Emergency Management Committee Meeting held on Tuesday 1 November 2022.

Refer Attachment 1

Officer Recommendation

That the Minutes of the Local Emergency Management Committee Meeting held on Tuesday 1 November 2022, as included in the attachments, as confirmed as a true and accurate record.

Committee Decision

Resolution LEMC-231030-01

Moved SScott

Second J Russell

That the Minutes of the Local Emergency Management Committee Meeting held on Tuesday 1 November 2022, as included in the attachments, as confirmed as a true and accurate record.

Carried 8/0

5 LEMC Contact Details.

Refer Attachment 2

6 Local Emergency Management Arrangements, Strategies and Plans

6.1 Review of Local Emergency Management Arrangements

Submission to	Local Emergency Management Committee
Location / Address	Shire of Wickepin, 77 Wogolin Road, Wickepin
Name of Applicant	-
File Reference	ES.MEE.905
Author	T Clynch - Acting Chief Executive Officer
Interest Disclosures	-
Report Written Date	24 October 2023
Attachments	1. LEMC Contact List 2. Local Contacts and Resource Register 3. Emergency Evacuation Plan 4. Local Emergency Management Arrangement 2023

Summary

The LEMC Committee is being requested to accept the revised documents listed below:

1. LEMC Contact Details 2023 – Refer Attachment 2
2. Shire of Wickepin Local Contact and Resource Register – Refer Attachment 3
3. Emergency Evacuation Plan – Refer Attachment 4
4. Local Emergency Management Arrangements 2023 – Refer Attachment 5

Background

The Acting Chief Executive Officer has updated all documents as of 30 October 2023.

Comments

The Chief Executive Officer is satisfied with all the updated documents and contacted all members listed within the Local Contacts and Resource Register requesting any changes.

Voting Requirement

Simple majority

Officer Recommendation

That the Local Emergency Management Committee accept all revised documents and endorse the following –

1. *Emergency Evacuation Plan*
2. *Local Contact and Resource Register*
3. *Local Emergency Management Arrangements 2023*

Committee Decision

Resolution **LEMC-231030-02**

Moved **T Leeson**

Second **J Spadaccini**

That the Local Emergency Management Committee accept all revised documents and endorse the following –

- 1. Emergency Evacuation Plan**
- 2. Local Contact and Resource Register**
- 3. Local Emergency Management Arrangements 2023**

Carried **8/0**

Note: Amendments to be made to the Local Emergency Management Committee Meeting Contact List.

7 Post – Incident Reports

Nil

8 Post – Exercise Reports

Nil

9 Funding Nominations and Application Process

9.1 Aware Grant – Shire of Cuballing

Shire of Cuballing have submitted an Aware Grant for review of local emergency management arrangements including to standardise and make consistent with Shire of Wickepin and potentially Shire of Narrogin.

10 Status Report

Nil

11 Reports and Information

11.1 Shire of Wickepin

Nil

11.2 Shire of Cuballing

Mr S Scott advised of a resolution passed by the Shire of Cuballing at the October 2022 Ordinary meeting that the Shires of Wickepin and Narrogin be approached to see if there is an appetite to consider a Local Emergency Management Committee involving all three Shires.

Shire of Wickepin Councillors discussed the matter at the October 2023 Ordinary meeting of Council and requested further information.

Proposal –

- *The current LEMC Committee amalgamate with the Shire of Narrogin.*
- *Narrogin has a full-time officer in EM space and Narrogin would administer. Cuballing and Wickepin would need to make a small contribution to the administration cost – perhaps \$5,000 each. We would spend more than that now and certainly from my point of view, don't do it as well as I would like. \$ meetings a year would make us compliant with SEMC expectations.*
- *Narrogin would also do the reporting (annual report is due now). With greater agency involvement there is more prospect of doing exercises.*
- *Propose a 3 years MOU to get started;*
- *When joint LEMC is in place we could have another crack at CESM funding.*

Note: Shire Presidents, Chief Executive Officers and three (3) Local Governments to meet to discuss further and report back to each Council.

11.3 DFES Report

Submission to	Local Emergency Management Committee
Location / Address	Shire of Wickepin, 77 Wogolin Road, Wickepin
Name of Applicant	G Young – A/Area Officer Narrogin East
File Reference	ES.MEE.905
Author	G Young – A/Area Officer Narrogin East
Interest Disclosures	-
Report Written Date	23 October 2023
Attachments	-

Many thanks to all of your continued efforts in preparedness and prevention across the Winter/Spring period; I acknowledge this takes a lot of time away from loved ones and work commitments and is genuinely appreciated. Unseasonal hot weather is pushing us towards another long, hot summer. As such, I'd like to emphasise that we continue to be available to support Local Governments, FCOs and brigades.

Key Messages

Harvest Water Bomber Support: These two teams of two water bombers and an Air Attack Supervisor are due to be available in Geraldton and Cunderdin next month. As with last year, they will follow the harvest from north to south, and while the program is very flexible, we may see them based in Narrogin later in November.

Key messages:

Ask for water bombers early. The criteria are:

- Public Safety at Risk
- Fire Crews in Imminent Danger
- Assets at Imminent Risk
- Known high fuel loads and the likelihood of excessive rates of spread

To utilise these resources effectively, call for them early to minimise turnaround time and ensure a Ground Controller is allocated with Talk-Around selected on the radios to communicate with the aircraft (Your local CESM/AO/DO can assist).

High-Season Fleet: This year, during the 2023/24 high-threat period, the Upper Great Southern has a plan to support high-risk areas with additional appliances when they become available. These appliances are currently being utilised in the North of the state, which continues to see significant fire activity through much of the Kimberly and Pilbara regions. As such, their return and availability for the state's South will be determined by weather conditions and risk moving forward.

Reporting: With harvest fast approaching, we are encouraging FCOs and brigades to ensure that all fires are being reported to 000 (ComCen). This assists in collating information to better understand the incidents and fuel age throughout the region and ensures that the documentation supports landholders who lose property/machinery due to fire.

Lithium-ion batteries: Last year, firefighters responded to 64 structure fires caused by lithium-ion batteries, up from 34 in 2020. Firefighters have already been called to 32 incidents in 2023, with the State now in its busiest year for residential fires. Information on lithium-ion battery fires and prevention tips can be found at <https://www.dfes.wa.gov.au/hazard-information/fire-in-the-home/lithium-ion-batteries>.

Smoke Alarms: An alarming 75 per cent of deaths caused by home fires last year occurred in properties not fitted with working smoke alarms. Change your smoke alarm battery every year if it has a replaceable battery; test it every month by pressing the 'test' button and clean it twice a year with a vacuum cleaner to remove cobwebs and dust.

All smoke alarms, regardless of the type or model, must be replaced every ten years. For more information on maintaining your smoke alarms, visit www.dfes.wa.gov.au/smokealarms

Recent Events

Canada Deployments: Over 50 Department of Fire and Emergency Services staff and DBCA personnel have lent their skills in complex incident management functions such as public information, sector command, fire behaviour analysis and heavy equipment coordination to international wildfire efforts.

CEO Fire Weather Training: Thursday, the 14th of September, saw the Upper Great Southern region host Local Government CEOs from across the region to discuss all things fire leading up to the 20-23/24 bushfire season. Some of the critical discussions and opportunities involved:

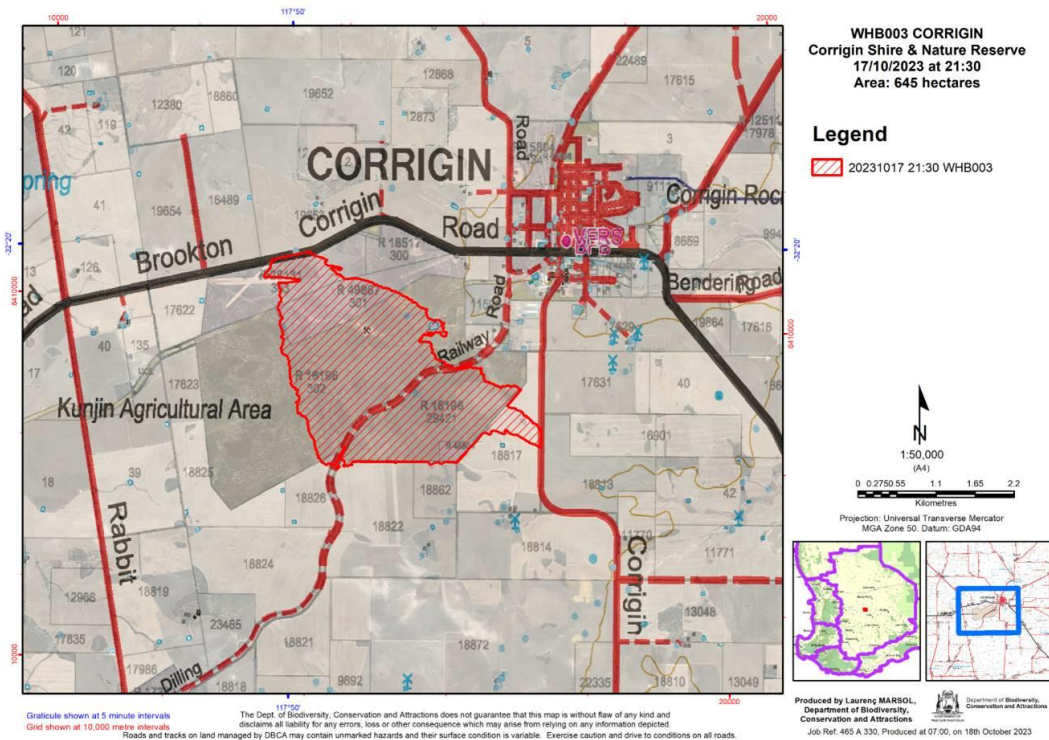
- Bespoke Bushfire Weather information session (based on DFES 1052 Fire Weather 1) with specialist Bureau of Meteorology and Bushfire Centre of Excellence presenters.
- Facilitating networking opportunities between participating members, DFES staff and key stakeholders.
- Combined Fire Weather 1 and Fire Control Officer session focusing on Harvest Vehicle movement Bans, fire permits, training, and the opportunities to utilise weather prediction systems to support Local Government emergency management decision-making.
- Q&A panel with key regional staff in preparation for High Threat Period.

Bushfire Season

For the Upper Great Southern Region, we have had our first level two incident with last week's Corrigin Fire.

This 645-ha fire resulted in an Emergency Warning for the surrounding area, including the Corrigin Townsite, with water bombers and crews coming from neighbouring shires and three Rural Interface Strike teams from Perth. Note: the water bombers were only available due to a DBCA short-term contract that concluded last night.

The Shire of Corrigin managed the fire with support from various agencies, including DFES, DBCA and WA Police. A 3 p.m. weather observation at the nearby weather station showed a max temp of 39, RH down to only 4.3% and winds up to 37km/hr.



This incident reinforced the importance of several actions, including:

- The Incident Controller stepping back from the firefighting work, setting up in the Shire Office to take a big picture view and getting priority actions underway (State Strategic Control Priorities)
- Closing roads
- Distributing and updating community warnings
- Providing a situation report early
- Asking for resources early (water bombers, machinery, DFES personnel and extra crews)

Regional Exercise

As you may know, we conducted a very successful interagency pre-season regional exercise in Darkan two weeks ago involving:

- Shire of West Arthur personnel and BFB members
- Shire of Woodanilling BFB members
- Cindy Pearce - CESH Woodanilling, Katanning & Broomehill-Tambellup
- DFES
- Main Roads
- WA Police
- DPIRD

The exercise ran for about 5 hours as an Incident Management Team (IMT) needed to respond to a bushfire that started around Bokal and travelled towards Beaufort River, impacting the highway and a range of assets in the area.

It was intended to be the 'fire that you really don't want to have' as it was fast-moving and would have significantly impacted the local community.

Key Focus on State Strategic Control Priorities:

State Strategic Control Priorities

The State Strategic Control Priorities for all hazards are:

- PROTECTION AND PRESERVATION OF LIFE: This is the fundamental overarching priority for the State, and includes:
 - Safety of emergency service personnel
 - Safety of community members including at-risk community members located within the incident area
- Community warnings and information
- Protection of critical infrastructure and community assets
- Protection of residential property
- Protection of assets supporting individual livelihood and community financial sustainability
- Protection of environmental and heritage values.

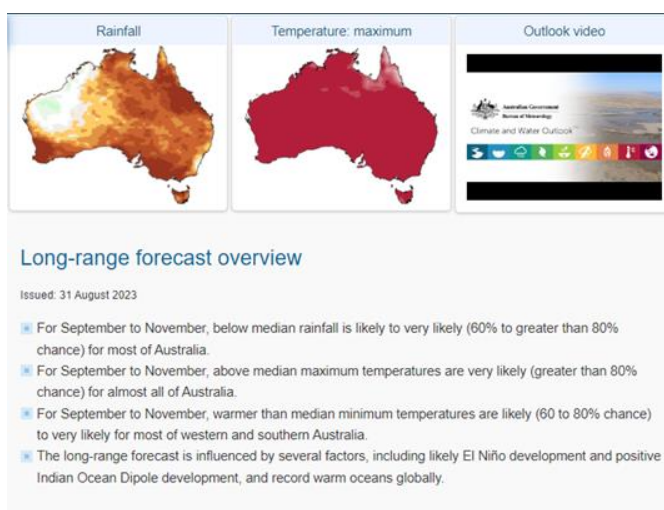
The above priorities are not hierarchical; however, protection and preservation of life must be paramount when considering the State strategic control priorities that identify the priority roles and actions for the emergency management response, where there are concurrent risks or competing priorities.

Extract - State Emergency Management Policy

Points of Interest

Preparing for the upcoming Bushfire Season:

The Summer 2023/24 Seasonal outlook is still pending; however, we are conscious of the extreme season in the northern hemisphere and the climatic indicators observed this year. Training is happening consistently, and pre-season briefings are in their final stages, with the Corrigin fire demonstrating that the bushfire season is now upon us. A summary of the seasonal outlooks released to date is below. We are already seeing significant bushfire behaviour across the state. As such, we encourage all brigades to finalise their preparations and reach out to the local DFES staff for any further assistance or queries.



Long-range forecast overview
Issued: 31 August 2023

- For September to November, below median rainfall is likely to very likely (60% to greater than 80% chance) for most of Australia.
- For September to November, above median maximum temperatures are very likely (greater than 80% chance) for almost all of Australia.
- For September to November, warmer than median minimum temperatures are likely (60 to 80% chance) to very likely for most of western and southern Australia.
- The long-range forecast is influenced by several factors, including likely El Niño development and positive Indian Ocean Dipole development, and record warm oceans globally.

Seasonal Bushfire Outlook for Spring 2023 in Western Australia

Summary

- Winter rainfall has been below average for southern WA and above average for northern WA. This is reflected in the relative root zone soil moisture for these regions.
- An above average wet season in the Kimberley has delayed curing in the savanna grassland and subsequently the late dry season.

For southern WA in late spring, drier and warmer conditions may contribute to higher surface fuel availability and make bushfires more difficult to suppress.

For further information see: dfes.wa.gov.au

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Key DFES Circulars

66/2023 – Updates to PPC and Uniform – New lightweight material is available for LG Bushfire Brigades to order.

64/2023 – All Hazards Deployment Register – Online Operational Interstate/International Deployment planning tool for all availability and interest from all volunteer fire services

170/2023 – Emergency Services Volunteer Fuel Card Scheme FY 2023-24 - Volunteers affiliated with the following emergency service BGUs are eligible for the Volunteer Fuel Card, which can be used to purchase fuel for their vehicles.

- Bush Fire Service
- Volunteer Fire and Rescue Service
- Volunteer Fire and Emergency Services

All circulars can be found by logging in to the DFES Volunteer Portal.

Staffing

District Officer Narrogin Simon Vogel has transferred to a new position in Perth with effect on 20 October 2023. District Officer Emergency Management Paul Blechynden has been appointed to District Officer Narrogin from the 20th of October, 2023, leaving the District Officer Emergency Management position vacant.

Gavin Stevens is now on some leave (new baby) from mid-October to early December. I will cover Gavin's Area Officer role and will continue to be accessible on the mobile and email below.

Adverse Fire Weather Event 3-6 February 2022 community report

Six key lessons across all fires/ events

DFES regards the AAR process as fundamental to developing an efficient and effective response to incidents alongside the State's overall preparedness. This report details the observations, insights, and lessons gained from this process. This provides an opportunity for DFES and its partner agencies to continue to learn from these events.

DFES Reviews are publicly available here: <https://publications.dfes.wa.gov.au/>

As an agency, we are about continual improvement; the lessons highlighted are explained in detail in the full report.

The six lessons are outlined below:

Lesson 1: Pre-emptive preparation	Preliminary preparations made by the SOC, MOC, and ROCs based on the predicted weather, relating to resource stand-by and deployment, were deemed successful and should be considered for future events.
Lesson 2: Early communications to pre-formed teams	Personnel involved in the pre-formed teams (PFT) were able to deploy with little notice, even those not on-call. While this was successful, there should be a more coordinated roll out of the information to ensure sufficient information is provided to those attending.
Lesson 3: Role clarity of communication lines	Improved communication is imperative during incidents, for not only battling bushfires but for planning and resource deployment.
Lesson 4: Contingency plans for identified locations	Facilities at or close to the fireground need to ensure they are in safe identified locations, with contingency plans in place.
Lesson 5: Planned and coordinated community communication	There is an opportunity for improvement when it comes to community messaging to ensure consistent, timely, coordinated, and current messaging is always used.
Lesson 6: Wider engagement at event locations	Learning opportunities are present during and after all incidents and should be actioned and embraced more widely.

I wish you all the best with harvest, and I look forward to supporting the Wickepin team throughout my time in the Upper Great Southern Region.

Officer Recommendation

That the Local Emergency Management Committee accept the report from G Young – A/Area Officer Narrogin East.

11.4 Other Agency Reports

Department of Communities – Local Emergency Welfare Plan to be emailed.

Department of Communities – A desktop exercise was conducted on the subject of activating a community evacuation centre.

11.5 Other matters raised by members

Nil

12 Closure

The next Local Emergency Management Committee meeting will be held in April 2024.

There being no further business the Chairperson declared the meeting closed at 4.55pm.