



MINUTES

LOCAL EMERGENCY MANAGEMENT COMMITTEE (LEMC)

13 December 2022

The Chief Executive Officer recommends the endorsement of these minutes at the next Local Emergency Management Committee Meeting

Signed: 

Date 20 December 2022

These minutes were confirmed at the Local Emergency Management Committee Meeting held on

Signed:

(Presiding Person at the meeting at which minutes were confirmed)

Acknowledgement of Noongar People

The Shire of Narrogin acknowledges the Noongar people as traditional custodians of this land and their continuing connection to land and community. We pay our respect to them, to their culture and to their Elders past and present.

Naatj ngiyen Birdiya Gnarojin kep unna nidja Noongar Moort ngaala maya nidja boodjera baarlap djoowak karlerl koolark. Ngalak niny ngullang karnan balang Bibolman baalap borong koora wer boorda.

Electronic copies of minutes and agendas are available for download from the Shire of Narrogin website www.narrogin.wa.gov.au

Alternative formats are also available upon request, including large print, electronic format (disk or emailed), audio or Braille

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Please note that meetings may be recorded for minute taking purposes.

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LEMC MEETING

13 DECEMBER 2022

1. OFFICIAL OPENING/ANNOUNCEMENT OF VISITORS

This meeting was held in person and as an electronic meeting using Teams.

The Acting Presiding Member President L Ballard declared the meeting open at 4:32 pm.

2. RECORD OF ATTENDANCE/APOLOGIES

Committee Members (Voting)

NAME	ORGANISATION	
Leigh Ballard	President – Shire of Narrogin A/Presiding person	
Graeme Broad	Deputy President – Shire of Narrogin	Teams
Jenny Menasse	WACHS-Wheatbelt - Operations Manager	
Michele Duxbury	Department of Communities	Teams
Anna Erickson	Department of Primary Industry & Regional Development	Teams
Simon Vogel	DFES – A/District Officer Narrogin	
Peter Erickson	State Emergency Service	Teams
Mitchel Davies	DBCA – Parks & Wildlife Services	Teams
Pip Porter	Narrogin Volunteer Bush Fire Brigades	present

Staff

Azhar Awang	Executive Manager Development & Regulatory Services
Wendy Russell	Executive Support Officer

Invited Guests/Visitors (Non Voting)

Nil

Apologies

Cr Brian Seale	Councillor – Shire of Narrogin
Scott Reeves	Narrogin VFRS Unit – Captain
Snr Sgt Shannon McGeown	WA Police – OIC Narrogin (LEM Coordinator)
Yvette Harrison	Department of Education
Brett Dew	Western Power
Lucy Gibson	Country Women’s Association (Narrogin)
Julie Pollard	Recovery Support Officer, Great Southern and Esperance National Emergency Management Agency

3. CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS

OFFICERS' RECOMMENDATION

Moved: Leigh Ballard

Seconded: Pip Porter

That the minutes of the Local Emergency Management Committee Meeting held on 20 September 2022 be confirmed as an accurate record of the proceedings.

CARRIED

4. ANNOUNCEMENTS BY THE PERSON PRESIDING WITHOUT DISCUSSION

Nil

5. MATTERS WHICH REQUIRE DECISIONS

Nil

6. MATTERS WHICH REQUIRE DISCUSSION

6.1. Local Government Emergency Management Forum (Great Southern).

Azhar Awang (Executive Manager Development & Regulatory Services) provided an update on the Local Government Emergency Management Forum (Great Southern) meeting held on 6 December 2022, items discussed included:

- Local Government Presentation on the District Emergency Management Committee;
- DFES Community Preparedness Programs;
- NBN Emergency Preparedness presentation;
- Recovery ready;
- Get behind the front-line brochure;
- Guidelines for operating private vehicles at fires;
- Contract Machinery logbooks;
- LEMC handbook for local government including electronic templates;
- Bushfire safety talking points for community communication;
- Bushfire insurance – vehicle and plant damage, personal property damage and third party liability;
- Tax deduction for asbestos testing, removal and disposal;
- Presentation - building community resilience, good communication, personal responsibility;
- Education to community at large, red cross visiting schools;
- WALGA LEMA review findings;

6.2. Update of Contact Information List

Attachment 1 - LEMC contact list (confidential – sent separately)

Committee members are requested to review the attached contact list and advise the Executive Support Officer of any changes that they are aware of.

Jenny will provide updated WACHS-Wheatbelt staff information.

6.3. Agency Reports (updates, issues or concerns)

Jenny Menasse WACHS-Wheatbelt

- Covid is circulating in the community, it is now being treated as any other infectious disease.
- Regional Emergency Operating Cell (REOC) has been organised so that there will be sufficient staff available in emergency.

Anna Erickson Department of Primary Industry & Regional Development

- Still involved with recovery works from cyclone Seroja.

Michele Duxbury Department of Communities

- Participated in a training with Narrogin Regional leisure Centre (NRLC) which was very successful.
- Please ensure that all details are up to date.
- Department of Communities has just been requested to open an Evacuation centre opened at Cervantes due to the fires in the area.

Simon Vogel DFES

- Staff are on standby, everyone is fully trained .
- There are two water bombers based in Narrogin for the next few weeks this may be extended if required. They are on call for other areas.

Mitchel Davies DBCA – Parks & Wildlife Services

- They have a few vacancies and are currently working through the recruitment process.

Peter Erickson State Emergency Service

- All volunteers are up to date with waterbomber training – ready for season.

Pip Porter Narrogin Volunteer Bush Fire Brigades

- Volunteers have been participating in DFES Fire awareness training.
- Brigades have been building up equipment and checking for PPE.
- Plans for the next lot of mitigation work.
- A few years ago there was an emergency exercise with Bush Fire Volunteers, DFES, police, hospital etc another exercise would be beneficial for all involved.
- Local brigades are meeting and organising themselves.

Graham Broad Deputy President Shire of Narrogin

- Asked if the Shire is aware of progress of Litigation by land owners against Western Power?

Leigh Ballard President Shire of Narrogin

- District Emergency Management is continuing to look at mental health and are currently contacting all farmers affected by the East Narrogin fire.

Azhar Awang Executive Manager Development & Regulatory Services

- Judith from Blazeaid is providing details on the number of volunteers who may be returning to the area in the new year. It is anticipated that they will return in March, they have indicated that they would like to stay in Narrogin this time so the use of Clayton Oval is being investigated. They would be doing fencing in March/April and tree planting in June/July.

6.4. Meeting Dates for 2023

The LEMC meetings are usually held the week after the Local Emergency Management Forum (LEMF). The next LEMF is scheduled for 14 March 2023, so the next LEMC meeting is now scheduled for Tuesday 21 March 2023 at 4:30 in the Administration meeting room.

The other LEMC meetings for next year are scheduled for:

Tuesday 20 June 2023;

Tuesday 19 September 2023; and

Tuesday 12 December 2023.

OFFICER'S RECOMMENDATION

Moved: Simon Vogel

Seconded: Pip Porter

That the Local Emergency Management Committee, meet on the following dates for 2023:

Tuesday 21 March;

Tuesday 20 June;

Tuesday 19 September; and

Tuesday 12 December.

CARRIED

7. GENERAL BUSINESS

Peter Erickson State Emergency Service

- Mentioned that a member of the public had expressed concerned about the fire risk at Thomas Hog Oval. It is now too late to be able to burn now until April next year.
- There is an issue that the land in question is not vested in the Shire of Narrogin which means that we cannot apply for Fire Mitigation Funding to assist,

Azhar Awang Executive Manager Development & Regulatory Services

Attachment 2 – email regarding the draft WA Community Disaster Resilience Strategy

- The draft WA Community Disaster Resilience Strategy is now available for comment and feedback. The document is available for review and download [here](#).
- MAF funding can now be used for ongoing maintenance (ie spraying).

8. DATE TIME & VENUE OF NEXT MEETING

The next scheduled meeting of the LEMC is Tuesday 21 March 2023 at 4:30 in the Administration meeting room.

9. CLOSURE OF MEETING

There being no further business to discuss, the Acting Presiding Member declared the meeting closed at 5:16 pm.

From: Resilience <Resilience@dfes.wa.gov.au>
Sent: Tuesday, 13 December 2022 9:46 AM
To: WATKINS Sally <Sally.Watkins@dfes.wa.gov.au>
Subject: Draft WA Community Disaster Resilience Strategy - now available for comment

Good morning,

I am pleased to advise that the draft WA Community Disaster Resilience Strategy is now available for comment and feedback.

The document is available for review and download [here](#)

Feedback is invited, with a particular focus on the following:

- Do the guiding principles capture the core considerations for achieving community disaster resilience?
- Do the key objectives and outcomes represent the right outcomes for a community? Are they practical to guide monitoring and evaluation of projects and activities?
- How likely are you to progress any of the initiatives and opportunities?
- How likely are you to integrate or use the Strategy to guide your organisation's activities?
- Is there anything else you would like to see the Strategy address?

Feedback can be provided via email to resilience@dfes.wa.gov.au

Your contribution to this worthwhile project for Western Australia is much appreciated.

Kind regards

Sally Watkins
Principal Strategy Officer
Risk, Capability and Analysis

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Please note I work Tuesdays, Thursdays and alternate Fridays
Emails will be attended to on these days.



FOR A SAFER STATE