



**Shires of Nungarin and Trayning  
Local Emergency Management Committee**

Postal Address: PO Box 95 Trayning WA 6488

Telephone: (08) 9683 1001

Email: [ceo@trayning.wa.gov.au](mailto:ceo@trayning.wa.gov.au)

## **MINUTES**

**Meeting held at Shire of Nungarin Council Chambers,  
Nungarin on Tuesday 27 February 2024**

### **1. Declaration of Opening/Announcement of Visitors**

Leanne Parola opened the meeting at 4.34 pm

### **2. Record of Attendance/Apologies**

#### Committee Members

|                |  |
|----------------|--|
| Clancy Hehir   | OIC - Bencubbin Police Station           |
| Paul Cosson    | CBFCO - Nungarin                         |
| Peter Barnes   | CBFCO – Trayning/Captain – Trayning VFES |
| Peter Geraghty | Area Coordinator – St John Ambulance     |
| Margaret Smith | A/DON – Kununoppin Hospital              |
| Kelsi Wells    | Area Officer Upper Wheatbelt DFES        |
| Ric Halse      | Recovery Coordinator/CEO- Nungarin       |
| Leanne Parola  | CEO – Trayning                           |

|        |                     |  |
|--------|---------------------|--|
| Guests | Cr Adam Eksanow     | Shire of Nungarin                      |
|        | Cr Eileen O'Connell | Shire of Nungarin                      |
|        | Scott Fitzpatrick   | Community Paramedic, St John Ambulance |

|           |                  |   |
|-----------|------------------|---|
| Apologies | Cr Melanie Brown | Chairperson/Shire President Trayning        |
|           | Cr Pippa de Lacy | Deputy Chairperson/Shire President Nungarin |
|           | Belinda Taylor   | Manager of Corporate Services               |
|           | Cr Kerry Dayman  | Shire of Nungarin                           |
|           | Joanne Randall   | DON – Kununoppin Hospital                   |
|           | Leonie Matthews  | Principal – Nungarin Primary School         |

### 3. Confirmation of Minutes

**Moved Paul Cosson**

**Seconded Peter Geraghty**

That the Minutes of the Trayning Local Emergency Management Committee Meeting held 17 October 2023 as circulated, be confirmed, as a true and correct record of proceedings.

**Carried**

### 4. Business Arising from Previous Meeting

#### 4.1 Confirmation of LEMA

The new LEMA has been signed and endorsed.

### 5. Agency Reports

#### 5.1 Shire of Nungarin

#### 5.2 Shire of Trayning

Planning to have all Shire owned houses and units wired to up take a generator.

#### 5.3 WA Police

Clancy Hehir is Acting Officer in Charge of Bencubbin Police Station while the position held by David Tapscott is vacant. The new OIC at the Mukinbudin Police Station is John Allanson.

#### 5.4 Department of Fire and Emergency Services

DFES carried out a debrief post January Storms resulting in a number of good actions.

#### 5.5 District Emergency Management Committee

The new District Emergency Management Advisor, Shelby Robinson, starts tomorrow.

#### 5.6 Nungarin Bush Fire Brigade

Have had a number of small fires started by lightning strikes with no loss of property.

#### 5.7 Trayning Fire and Volunteer Emergency Services

During harvest had three fires, two from lightening strikes, one from machinery. Two roofs were lost during January storm and there were three fires over a four day period. There has been one call out to an accident, but the Unit was not required. There is a communications issue with call outs not giving enough information to know which vehicle was required and not having towing equipment in the Rescue truck.

#### 5.8 Kununoppin St John Ambulance Sub-Centre

The Sub-Centre continues to be busy and lack of phones/power caused issues during the storm, particularly with the onboard systems and contacting

volunteers. Some areas had no phone coverage for 3-4 days. New van is coming for Kununoppin, with another 3 coming including one for Nungarin. All buildings are getting painted with corporate branding, thank you to the Shires for their support. RFDS now have a helicopter servicing the area.

### **5.9 Kununoppin Hospital**

- Hospital Staff continue to attend emergency management training for fire, evacuation and basic life support
- Evacuation packs for hospital residents have been checked and updated
- COVID 19 prevalent amongst members in our communities. Mask wearing is encouraged when attending the Hospital
- If visiting Residential Aged care residents, wear a surgical mask or if unwell stay away

### **5.10 Nungarin Primary School**

### **5.11 Trayning Primary School**

### **5.12 Other Agencies in Attendance**

## **6. Matters for Discussion**

The LEMA includes the following items to be discussed at the October Meeting:

### **6.1 Confirmation of LEMA Contacts**

The LEMA contacts need to be updated to:

- Replace John Merrick, Acting CEO, Shire of Nungarin with Ric Halse, CEO, Shire of Nungarin.
- Add Department of Communities Disaster Response Hotline 1800 032 965 (available 9 am to 4 pm)
- Add Scott Fitzgerald – Eastern Wheatbelt Community Paramedic with St John Ambulance

### **6.2 Post-Incident/Post Exercise Reports**

The Wheatbelt experienced two storm events in the week commencing 15 January 2024. The region experienced extended outages of power and telecommunications which for some parts of the Shires lasted four days. Businesses and individuals were also asked to restrict water usage.

The HMA and Controlling Agency for a severe storm is DFES. They did not convene an Incident Support Group, nor did the Local Emergency Coordinator.

Agency reports:

#### Shire of Nungarin

- Lack of communications/internet was their biggest issue, investigating satellite phones and Starlink. Staff and IT Consultant did not know how to switch system over to use Crisp Wireless

#### Shire of Trayning

- Most of the week was spent removing trees from roads

- Generator at Shire Office meant Crisp Wireless was available for wifi calling. A few members of the community came in and charged their phones and/or made calls, only one person used the fridge for medication
- Used generator and STAND wifi at Sports Club on Wednesday afternoon/ evening
- Friday – door knocked in Kununoppin as they still had no phones/power letting people know what support was available from the Shire
- There has been some public criticism that the Shire did not door knock and check on all residents or open an evacuation centre. A flyer summarising emergency arrangements has been prepared for the next Ninghan News and Shire website
- Staff were advised the week following the storm that the Department of Communities has a Disaster Response Hotline 1800 032 965 (available 9 am to 4 pm)

#### Trayning Fire and Volunteer Emergency Services

The Trayning VFES Shed does not have a generator so the CBFCO stayed in the Shire Office all day on Wednesday so he had access to telecommunications.

There were three call outs during the week, two fires and one damaged roof. Lack of telephone service made contacting volunteers and Shire staff difficult.

#### Kununoppin St John Ambulance Sub-Centre

Looking at getting Starlink. It was noted that the DFES Area Officer was joining the meeting via Starlink mounted permanently to a DFES Vehicle.

#### Kununoppin Hospital

- Fire risk in the hospital grounds following the recent storm and power failure – fallen trees and bark removed by Dowerin Workcamp. Local resident helped to remove large trees in the car park
- Kununoppin Hospital generator was running for 6 days and required refuelling daily. The automatic transition switch is awaiting repair but the fuel tank is full and would need manual start up if there is another power outage at present.
- Similar generator issues at the Mukinbudin Health Centre (P Geraghty can give you this information in my absence)
- The biggest impact for the hospital was staff who had family members out firefighting and no power at their home, so they came to work hot and frustrated. Also an old and frail community member came to the hospital on her gopher asking for assistance to fill her generator at home.
- Welfare checks were carried out on HACC clients
- WACHS did a storm debrief with IT and power being the biggest issues across the service

### **6.3 Emergency Risk Management Process & Treatment Strategies**

Nil

### **6.4 Annual Business Plan**

The LEMC is required to start developing an annual business plan at this meeting for approval in August. There is no template business plan for LEMCs to use.

A draft Business Plan is attached for discussion/feedback. It has been based on the key areas of the SEMC Strategic Plan 2022-2025.

The former District Emergency Management Advisor has suggested that members may also wish to consider the questions from the LEMC Emergency Management Health Check to see if there are other actions that should be included, see attached.

## **7. General Business**

The Shire of Nungarin made the following appointments last week:

- Paul Cosson - Chief Bush Fire Control Officer
- David Dhu – Deputy Chief Bush Fire Control Officer
- Gary Coumbe – Fire Control Officer
- David Nayda – Fire Control Officer

## **8. Readiness Exercises – Practical or Desktop**

The LEMC is required to develop and approve a LEMC exercise schedule to forward to the District Emergency Management Committee at this meeting. There must be a minimum of at least one exercise each year.

In 2023 NEWROC held a joint desktop exercise, facilitated by the District Emergency Management Advisor.

Kelsi will investigate whether an exercise is required given recent storm event and debrief.

## **9. Next Meeting**

Tuesday 21 May 2024 at 4:30 pm at the Shire of Trayning Council Chambers.

## **10. Closure**

There being no further business, the meeting closed at 5.12 pm