



MINUTES

**Local Emergency Management Committee Meeting
held on Tuesday 20 August 2024,
Nungarin Council Chambers, commencing at 4:30 pm**

*The Shire of Nungarin and Trayning LEMC meets at least three times per year,
generally on the third Tuesday of every February, August, and October.*

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

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MINUTES

**Meeting held at Shire of Nungarin Council Chambers,
Nungarin commencing at 4.30 pm on Tuesday 20 August 2024**

1. Declaration of Opening/Announcement of Visitors

The Deputy Chairperson, Cr Pippa de Lacy, declared the meeting open at 4:31 pm.

2. Record of Attendance/Apologies

Committee Members	Cr Pippa de Lacy Clancy Hehir David Nayda Leanne Parola Paul Cosson Peter Barnes Tom Belger Leonie Matthews Vicki MacDonald Joanne Randell	Deputy Chairperson/Shire President Nungarin OIC - Bencubbin Police Station Recovery Coordinator/CEO- Nungarin CEO – Trayning CBFCO - Nungarin CBFCO – Trayning/Captain – Trayning VFES Area Officer Upper Wheatbelt DFES Principal – Nungarin Primary School Principal - Trayning Primary School DON – Kununoppin Hospital
Staff	Belinda Taylor	Manager of Corporate Services
Guests	Scott Fitzpatrick Shelby Robinson	Community Paramedic, St John Ambulance District Emergency Management Advisor - Via Zoom
Apologies	Cr Melanie Brown Peter Geraghty	Chairperson/Shire President Trayning Area Coordinator – St John Ambulance

3. Confirmation of Minutes

Moved: P Cosson

Seconded: D Nayda

That the Minutes of the Trayning Local Emergency Management Committee Meeting held 24 May 2024 as circulated, be confirmed, as a true and correct record of proceedings.

CARRIED

4. Business Arising from Previous Meeting

4.1 Draft Annual Business Plan

The Draft Annual Business Plan was updated to include the development of an Animal Welfare Plan and will be considered at item 6.5.

5. Agency Reports

5.1 Shire of Nungarin

Are just in the process of updating the Evacuation Plans for all public buildings.

5.2 Shire of Trayning

Have just installed Change Over Switches in all public buildings and Shire owned properties.

5.3 WA Police - Nil

5.4 Department of Fire and Emergency Services

Australian Warning System

WA has adopted the nationally consistent Australian Warning System (AWS) for cyclone, storm, and flood warnings.

Those hazards, along with bushfire and heatwave, use the AWS colours, icons, and warning levels (so, Advice, Watch & Act, and Emergency Warning), making the warnings more simplified and consistent. The warnings also feature an action statement in the headline, giving clear advice to the community about how to stay safe. An awareness campaign for the new warning system has been launched across TV, radio, print, and social media to ensure the public is aware of the changes.

Level 2 Exercise

DFES operational officers and other DFES staff from the Goldfields Midlands region will conduct a Level 2 bushfire incident simulation in September to exercise the region's staff and incident managers.

Earthquakes

Geoscience Australia has reported several earthquakes in our region over the past week. The most significant was a magnitude 4.4 event east of South Yelbeni early Monday morning, with 85 felt reports, including some from as far as Perth.

DFES hasn't received any reports of damage to date. DFES has a Community Earthquake Preparedness Guide that can be printed and shared on social media. Residents reporting property damage to the Shire can call the SES at 132 500 for assistance with temporary emergency repairs.

Geoscience Australia and the Geological Survey of WA (DMIRS) are deploying seismometers to monitor ongoing seismic activity.

5.5 District Emergency Management Committee

- Strategic Business Plan to be endorsed
- Draft State Bio Security Plan out for comment
- Annual Report LEMC has been submitted
- Looking into Comms for the next high threat period

5.6 Nungarin Bush Fire Brigade - Nil

5.7 Trayning Fire and Volunteer Emergency Services

- 2 x rubbish tip fires
- Attended Sock week at the Primary School
- Will be attending the Burnout Comp in September
- Attended Road Crash Drill
- BA Refresher
- AGM – Bryce Mullins appointed Lieutenant

5.8 Kununoppin St John Ambulance Sub-Centre - Nil

5.9 Kununoppin Hospital

- New Emergency Documentation – WACHS Severe Weather Reference guide is available in the emergency folders throughout the hospital.
- Update of Code Brown External Emergency Response Procedure is also available in the emergency response folders so that staff have ready access during an emergency situation.
- Generators are topped up with fuel and checked regularly – functioning efficiently.
- Hospital trees along the power line at the front of the hospital grounds, have been trimmed back to reduce the risk of fire.
- HSM will be attending Major Incident and Medical Management Support (MIMMS) training in Northam now delayed until 2025.
- Influenza A outbreaks in the community – reminder to get vaccinated as it would be good to avoid a community wide emergency situation.

5.10 Nungarin Primary School

- Incident Management Report updated
- Bush Fire Plan updated

5.11 Trayning Primary School

- Incident Management Report updated
- Bush fire Plan updated
- Arborist will be looking at the trees

5.12 Other Agencies in Attendance – Nil

6. Matters for Discussion

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

6.1 Confirmation of LEMA Contacts

- Need to update Contacts
- No change to Nungarin's contact List

6.2 Post-Incident/Post Exercise Reports - Nil

6.3 Emergency Risk Management Process & Treatment Strategies - Nil

6.4 LEMC Annual Report

The LEMC Annual Report was due before this meeting so was submitted as attached.

6.5 Approval of Annual Business Plan

The Draft Annual Business Plan is attached for approval.

Moved: P Barnes

Seconded P Cosson

That the Draft Annual Business Plan be approved.

Carried

7. General Business

Nil

8. Readiness Exercises – Practical or Desktop

There must be a minimum of at least one exercise each year.

The Manager of Corporate Services and Administration Officer from the Shire of Trayning attended the regional Evacuation Centre Exercise at the Bencubbin Recreation Complex on Wednesday 26 June 2024.

Suggestions for next exercise?

Desktop Exercise – Shelby to assist

9. Next Meeting

Tuesday 15 October 2024 at 4:30 pm at the Shire of Trayning Council Chambers.

10. **Closure**

There being no further business the Chairperson Cr Pippa de Lacy thanked everyone for their attendance and declared the meeting closed at 4:56 pm.