



# MINUTES

**Local Emergency Management Committee Meeting  
held on Tuesday 14 October 2025,  
Trayning Shire 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 Trayning Shire Chambers commencing at 4.30pm on  
Tuesday 14 October 2025**

<b>1. Declaration of Opening/Announcement of Visitors</b>
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The Chairperson, Cr Melanie Brown, declared the meeting open at 4:35pm.

<b>2. Record of Attendance/Apologies</b>
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Committee Members	Cr Melanie Brown	Chairperson/Shire President Trayning
	Cr Pippa de Lacy	Deputy Chairperson/Shire President Nungarin
	Dan Back	OIC - Bencubbin Police Station
	Clancy Hehir	SC - Bencubbin Police Station
	David Nayda	Recovery Coordinator/CEO- Nungarin
	Peter Geraghty	Area Coordinator – St John Ambulance
	Michael Phillips	Department of Communities
	Vicki MacDonald	Principal - Trayning Primary School
	Joanne Randell	DON – Kununoppin Hospital
4:51pm -	Peter Barnes	CBFCO – Trayning/Captain – Trayning VFES
Staff	Belinda Taylor	A/CEO – Trayning
	Pauly Healy	Manager of Works – Trayning
Guests	Shelby Robinson	District EM Advisor – Via Teams
Apologies	Scott Fitzpatrick	Community Paramedic, St John Ambulance
	Evyn Johnson	A/Area Officer Upper Wheatbelt DFES
	John Allanson	LE Coordinator/OIC Mukinbudin Police Station
	David Dhu	Nungarin/DCBFCO Nungarin -Works Manager
	Paul Cosson	CBFCO - Nungarin
	Mitchell Walker	Principal – Nungarin Primary School

### 3. Confirmation of Minutes

**Moved Cr P de Lacy**

**Seconded P Geraghty**

That the Minutes of the Trayning Local Emergency Management Committee Meeting held 19 August 2025 as circulated, be confirmed, as a true and correct record of proceedings.

**Carried**

### 4. Business Arising from Previous Meeting

Nil

### 5. Agency Reports

#### 5.1 Shire of Nungarin

1x single car fire

#### 5.2 Shire of Trayning

Non-compliant property firebreak letters have been issued and follow up inspections are scheduled for 21 October 2025.

#### 5.3 WA Police

- Participated in Bush Fire training
- Officer Clancy Hehir is transferring stations in November Bencubbin will have 1 officer until the position is filled. The Committee wish Officer Hehir all the very best for his future endeavours and thank him for his serve to the district.
- Attended single car/caravan roll over – Yelbeni
- Yelbeni Refuse site Hazmat incident was not reported to Bencubbin Police at the time it occurred. It is noted that any future Hazmat incidents will be reported to the Bencubbin Police and may be sent via the Benni Cops WhatsApp group.

#### 5.4 District Emergency Management

Shelby Robinson - District EM Advisor and on behalf of  
Evyn Johnson - A/Area Officer Upper Wheatbelt DFES

- Bushfire safety awareness firefighting skills and machine supervision courses were held in Nungarin thank you to Paul and team for initial request interest and ongoing engagement in the training space.  
the Training Calendar is coming to close in the region as we head into the high threat season commencing in early November.
- DFES key Contacts – Goldfield Regional Duty Coordinator, CommCen, A/Area Officer Upper Wheatbelt DFES and District EM Advisor.
- Forward basing of 6 wing suppression aerial aircraft will be available again this year. Exact commencement dates a positioning are still to be confirmed. Likely to occur in early Nov.

## **5.5 Department of Communities**

Michael Phillips – Regional Coordinator  
Regional Preparedness and Coordination | Emergency Relief and Support

## **5.6 Nungarin Bush Fire Brigade**

Report given by David Nayda – at 5.1

## **5.7 Trayning Fire and Volunteer Emergency Services**

2x Single Car accidents in the shire that were not reported to the Captain at all.

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

- Volunteers are under numbered
- People seem interested but only in emergencies not transfers
- Transfers a large part of the income.
- Large Trucks on the roads are a concern

## **5.9 Kununoppin Hospital**

- Preparing for the Fire Season
- Has someone coming out talking about our emergency plans to new staff
- WACHS did fire review- Kunno is the highest fire risk.
- New orderly cleans all leaf litter around hospital daily.
- Dept having training sessions on- line – emergency response training
- Pats ready for residence

## **5.10 Nungarin Primary School**

Nil

## **5.11 Trayning Primary School**

- DfES came in and did their annua fire inspection. A couple of trees to trim.
- Had all the fire extinguishers checked

## **5.12 Other Agencies in Attendance**

Nil

<b>6. Matters for Discussion</b>
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Nil

<b>7. General Business</b>
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Michael

Is there an emergency box in the Shire?

Belinda

Yes, we have our emergency boxes and 20 cartons of bottled water on hand here at the Admin Building.

Michael

Is there access issues say at 2am in the morning, who would we call to get access to the boxes.

Belinda

The CEO, he will then call myself or other staff who will also have access.

<b>8. Readiness Exercises – Practical or Desktop</b>
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Next year we will do a practical exercise.

<b>9. Next Meeting</b>
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Tuesday 17<sup>th</sup> February 2026 at Nungarin.

<b>10. Closure</b>
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There being no further business the Chairperson Cr Melanie Brown thanked everyone for their attendance and declared the meeting closed at 5:05pm.