



Shire of
Narrogin

MINUTES

LOCAL EMERGENCY MANAGEMENT COMMITTEE (LEMC)

21 June 2022

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

Signed:

Date 7 July 2022

These minutes were confirmed at the Local Emergency Management Committee Meeting held on 20 September 2022

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 ngiyan 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.

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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

21 JUNE 2022

1. OFFICIAL OPENING/ANNOUNCEMENT OF VISITORS

This meeting was held in person and as an electronic meeting using Teams.
The Presiding Member declared the meeting open at 4:35 pm.

2. RECORD OF ATTENDANCE/APOLOGIES

Committee Members (Voting)

Cr Brian Seale,	Presiding Member	
Cr Graeme Broad	Councillor – Shire of Narrogin	
Sgt Alby Van Den Berg	WA Police – Narrogin	
Nigel Hasson	A/DFES – Narrogin Regional Officer	
Joanne Spadaccini	Department of Communities	Teams
Pip Porter	Narrogin Volunteer Bush Fire Brigades	

Staff

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

Invited Guests/Visitors (Non Voting)

Paula Raworth	Manager Client and Community Services	Teams
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Apologies

Dale Stewart	Chief Executive Officer
Sandii Stankovic	Narrogin Senior High School
Rodney Thornton	Roadwise
Brad Pearce	Main Roads WA
Leigh Ballard	Shire President – Shire of Narrogin (Deputy)
Yvette Harrison	Department of Education
Lucy Gibson	Country Women's Association (Narrogin)
Sgt Mark Langford	WA Police - Wickepin
Clare Roser	WA College of Agriculture – Narrogin

3. CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS

OFFICERS' RECOMMENDATION AND COMMITTEE RESOLUTION

Moved: Cr Graeme Broad

Seconded: Nigel Hasson

That the minutes of the Local Emergency Management Committee Meeting held on 24 May 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 Summary of the Capability Survey Report

Azhar Awang (Executive Manager Development & Regulatory Services) completed and submitted the 2022 Annual State Preparedness Report Capability Survey. Aspects of the survey include:

- Emergency Management Risk Assessment;
- Committee structure for LEMC and frequency of meetings;
- Information sharing;
- Treatment options for identified risks;
- Review of hazard information;
- Evaluation of performance following incidents;
- Review of plans and procedures;
- Methods of providing information to the public;
- Methods of prioritising critical infrastructure; and
- Exercises and training.

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.

Those present provided some updated information for the contact list.

6.3 COVID-19 – Agency Reports (updates, issues or concerns)

Azhar Awang – Executive Manager Development & Regulatory Services (EMDRS)

- The Shires working from home procedures seem to be working well when required.
- The Shire has sufficient PPE and RAT's at the present.
- The Department of Health supplied more Pulse Oximeters to the Shire there are still some available to those who meet the criteria.

Sgt Alby Van Den Berg WA Police – Narrogin

- 5 of the 19 staff in Narrogin have had Covid, currently Covid free.
- There are sufficient PPE and RAT's at this time.
- More PPE has arrived including face shields.

- Police have business continuity plans in place and these are updated daily with current information.

Nigel Hasson – DEFS

- Nothing further to add.

Joanne Spadaccini – Department of Communities

- The department is still getting referrals for welfare support. This is mainly the delivery of food. This has eased now that the close contact restrictions have been lifted.

7. GENERAL BUSINESS

Pip Porter – Narrogin Volunteer Bush Fire Brigades

- Has been at the Airport today liaising with Shire staff, DFES and DBCA looking at training and preparation required prior to the next fire season.

Azhar Awang – Executive Manager Development & Regulatory Services (EMDRS)

- The Joint Shire of Narrogin and Shire of Wickopin Local Recovery Coordinating Group (LRCG) established after the February 6 fires, has just about completed all of the items identified in the impact statement. There are a few items that will be ongoing for some time to come, in particular mental health and rehabilitation of the parks and reserves. BlazeAid provide the following information:
 - They have assisted with fencing on 9 properties
 - Cleared 48.4 km
 - Fenced 87.4 km
 - 62 volunteers have put in over 400 volunteer days.

Nigel Hasson – DEFS

- Met with DBCA re the training required to ensure that staff/volunteers are available to assist with the refilling of planes in fire emergencies.

8. DATE TIME & VENUE OF NEXT MEETING

The next scheduled quarterly LEMC meeting is 20 September 2022.

9. CLOSURE OF MEETING

There being no further business to discuss, the Presiding Member declared the meeting closed at 5:08