



**WYALKATCHEM
LOCAL EMERGENCY MANAGEMENT
COMMITTEE
11 April 2018
MEETING AGENDA**



Date: Wednesday, 11 April 2018

Time: 5:00pm

Venue: Council Chambers, Shire of Wyalkatchem, Honour Avenue

Attendance: Daniel Hendriksen, Peter Wood, Duncan Jones, Jay Hammond, Jo Spadaccini, Susan Bruse, Emma Holdsworth, Quentin Davies, Tracey Print, Ian McCabe, Ella McDonald

Apologies: Trent Tyler, Marcus Reilly, Owen Garner, Craig Harris, Yvette Grigg, Graeme Keals, Cliff Simpson, Subin Daniel, Colin Fergusson, Emmanuel Awogun, Corinne Graham, Glen Metcalfe, Nathan Eley, Stephen Petchell, Peter Toboss, Craig Harris.

Guests: Nil

Purpose of Local Emergency Management Committee (LEMC) Meetings

The purpose of the LEMC is to:

- 1.0 Foster effective communication between stakeholders to ensure that emergency management for Wyalkatchem is in place;
- 2.0 Assist the Shire of Wyalkatchem comply with the requirements of the Emergency Management Act.

1.0 Opening of Meeting: 5.02pm

2.0 Apologies
Please see above.

3.0 Confirmation of Previous Meeting Minutes (28 February 2018)

Moved – Peter Wood **Seconded –** Ian McCabe

The Minutes of the LEMC meeting of 28 February are confirmed.

4.0 Business arising from previous Minutes-

- 4.1 Discussion of OEM report – *Exercise Working Together*: We will look into MoUs for the region – perhaps a discussion for NEWROC to have with WEROC etc.

5.0 Stakeholder Reports

Stakeholders to report on relevant activities.

- 5.1 Bush Fire Brigades** – Ella reported that the annual Local Government Grant Scheme was submitted on time with the assistance of Daniel Hendriksen (DFES Area Officer) – thank you very much to Daniel for all his help.
The applications for the volunteer fuel cards were all successful, cards have been activated.
The 2.4 Broad acre (Wyalkatchem Brigade truck) has been returned – DFES had it to fit crew protection to the vehicle. The temporary replacement truck has been returned.
- 5.2 Volunteer Fire & Rescue Service** – Emma reported that volunteer numbers had remained steady since the last LEMC meeting. They have had two alarm call outs (both false alarms) and one traffic accident since the last meeting. The HSR is back on site and replacement appliance has been returned. They completed a breathing apparatus refresher course last Monday and structural fire training is scheduled for 21 and 22 April.
- 5.3 St John Ambulance** – Jay reported that 25 jobs have been completed since the last LEMC meeting. The transportable building in Wyalkatchem is still a work in progress as is the Koorda building – the committee meets next week and hopefully some decisions will be made there.
SJA participated in the Wylie Fair on Saturday 7 April – two people were treated with band-aids, no serious injuries. They ran a “CPR competition” which was a big hit. Several of their volunteers have received awards lately, with a special mention to Glyn Harrington who received a Commandery Commendation which is a very prestigious award.
Duncan reported that Dowerin are building a sub-centre next door to the new bushfire brigade building – this will hopefully be finished by the field days.
Peter reported that they have been asked to render the sub-centre in Wyalkatchem and paint it in corporate colours in order to make the building more appealing.
- 5.4 Police** – Tracey reported that she has been trying to get together some maps of the district for emergency management purposes – she would prefer everyone work off the same map (i.e. DFES, SJA, WAPOL etc.) Her and Nathan attended the Wylie Fair and reported that it was fantastic.
- 5.5 District High School** – Susan reported that there was nothing new to report on the emergency management front – all the school’s plans have been submitted to the District Office and are all up to date.
- 5.6 Wyalkatchem Koorda District Hospital** – No report.

5.7 Shire of Wyalkatchem – Nothing new to report (please see Bushfire Brigade report)

5.8 Department of Communities – Still working on the plans, focusing on the southern Wheatbelt Shires (Narrogin area) as everyone up this way is working on the State Risk Project. Jo was in the Williams area recently and they are having issues with Telstra – they may contact us to discuss how we have been dealing with the phone issues during power outages. Bruce Rock had lost power over the Easter weekend for over 48 hours – a conversation was had about the possibility of opening an evacuation centre for the elderly – as the temperature was only around 30 degrees, it was decided it would be better not to shift people.

5.9 Water Corporation – No report.

5.10 Main Roads – No report.

5.11 Roadwise – No report.

5.12 DFES – Daniel reported that there was a large storm over Easter, two houses and one church in Trayning lost their rooves – no damage to Wyalkatchem luckily. DFES are expecting an announcement on the rural fire service in the next couple of weeks. Mukinbudin become an active road crash rescue brigade as of next Monday.

5.13 OEM – Ella reported that the NEWROC (North Eastern Wheatbelt Regional Organisation of Councils) risk project is progressing well, Koorda has completed their work and Mukinbudin are next, kicking off on the 8 June.

6.0 General Business

6.1 Peter enquired about when the contact list was last updated. It was updated in October 2017 and will be done annually. Ella does minor updates as and when required (for example, Nathan Eley was added when he commenced in Wyalkatchem etc.)

6.2 Susan mentioned that the CRC are advertising in the Wylie Weekly for nominations for 'Volunteer of the Year' and she encouraged everyone to think about nominating someone.

6.3 Quentin reported that he and Ian attended a NEWROC meeting today in Nungarin to officially open the telecommunications project that NEWROC and Crisp Wireless are working on. Melissa Price MP was there and opened the event. There will be 13 towers across the NEWROC Shires and they will be active at the end of April/start of May.

6.4 Quentin raised the point that it was Ian's last LEMC meeting as he is moving on at the end of June.

7.1 Meeting Schedule 2018

- Wednesday, 15 August 2018
- Wednesday, 17 October 2018

8.0 Status Report

Task No.	Task	Responsible Person	Comment	% Complete	Last update
1.	Training requirements for FCO's and Volunteers	AO CFCO	Bushfire policy is being updated. "Recommended that all those attending a fire have at a minimum completed the 'introduction to bush firefighting'. DFES offer training for FCO's and BFB volunteers Upon inspection 11/10/17 – (refer policy EP2) – suggest developing the policy to reflect the above. For discussion at BFAC		11/4/18: Ella to discuss with BFB Captains – spoke with Daniel re local training. Ella and Daniel did training on DFES portal today
2.	Health certification for Volunteers	AO CFCO	Bushfire policy being updated to include "Maintain a reasonable standard of physical fitness" "To advise of any health condition that may impede their abilities at a fire" "FCO's responsibility to ensure those at fire front are of good enough health" If not then delegate to other tasks" FCO's are aware of their responsibilities with regards to this.		11/4/18: Ella to review policy in the near future
3.	Assessment of Shire Weather Station to ensure continuity	AO MCS	Weather station requires replacement as it is irreparable – quotes to be obtained, hoping to replace in near future.		4/4/18 Data 3 to look at communications/receivers
5.	Establishment of Plant Replacement and Servicing Schedule	CBFCO DFES	DFES are aware that Nalkain require a truck, this application is still progressing. Request for a high fuel season truck put in (June 2016). DFES have their schedule for replacements.		4/4/18: Replacement request for truck put in for in this year's LGGS grant for when the appliance is due for replacement.

9.	Develop and implement mitigation plans for all council vested reserves in regards to fire prevention planning	MOW CFCO	Identification of reserves has commenced. Plans are in “bush fire policy document”. Conversations with DpaW highlighted that we can only do our best in terms of fire breaks around reserves.	COMPLETE	10/10/17 - Council will be clearing firebreaks in the coming weeks before November 1. Inspections were undertaken last week.
10.	Develop an unallocated crown land and unmanaged reserves program in relation to fire and risk protection	DCEO MOW CFCO	Identification of reserves has commenced. “Plans are in bush fire policy document” Firebreaks are placed around reserves Need to develop a position – write to various actual owners with what we want – for discussion at BFAC.		
11.	Inspect water standpipes and water tanks pre and post fire season. Ensure watersupplies have fittings suitable for fire appliances	MOW CFCO DCFCO	Were checked June 2016 Negotiations are ongoing with Water Corp regarding the tundish & RPZ installations to standpipes. Trevor negotiating with water corp to use washings for watering lawns. Shire to place on works schedule for action		

9.1 Meeting Closed at: 5.48pm

9.2 Next Meeting: Wednesday 15 August 2018