

Local Emergency Management Committee (LEMC)

Minutes of Meeting held 30 November 2022

Minutes of the Local Emergency Management Committee (LEMC) Meeting held in the Manjimup Emergency Services Collocation Building, at 46 Bath Street Manjimup on Wednesday 30 November 2022.

1. Declaration of Opening the Meeting

Shire of Manjimup, Chief Executive Officer, Andrew Campbell assumed the chair and declared the meeting open at 1.02pm. Introductions were conducted.

ACKNOWLEDGEMENT OF COUNTRY

The Shire of Manjimup respectfully acknowledges the Noongar people as the Traditional Custodians of the lands in which we work throughout the region and we pay our respects to their Elders, past, present and emerging.

2. Attendance / Apologies

Present:

Members - Voting

Andrew Campbell	Chief Executive Officer
Todd Ridley	Community Emergency Service Manager
Cr Paul Omodei	Shire President
Remo Pessotto	Chief Bush Fire Control Officer
Jeff Bennett	Department of Biodiversity Conservation & Attractions (Proxy)
Justine Kelly	Warren Health Service
Gavin Barke	WA Police - Pemberton
Ian Guthridge	Department of Primary Industries & Regional Development

Members Non Voting & Invited Guests

Renee Flaxman	Department of Communities
Lyndon Pearce	Department of Fire & Emergency Services
Jayden Lowe	WA Police – Manjimup
Steve Page	WA Police - Walpole
Craig Kelly	WA Police – Walpole
David Rae	St John Ambulance Community Paramedic GS - Walpole
Mel Robertson	Water Corporation (Arrived at 1.05pm)
Colin Jones	Western Power
Katina Bowie	National Broadband Network
Nicole Favero	Ranger & Emergency Services Administration Officer

Apologies:

Chris Sousa	Department of Fire & Emergency Services
Michele Duxbury	Department of Communities (Proxy)

3. Declaration of Financial Interest – Nil

4. LEMC – Update of Distribution / Key Contact List

The distribution contact list was updated by all in attendance

5. Confirmation of the Informal Notes of the General Meeting held on Wednesday, 21 September 2022.

MOVED: Remo Pessotto **SECONDED:** Todd Ridley
“That the Informal Notes of the General Meeting held Wednesday, 21 September 2022 be received as a true and correct record.”
CARRIED: 8/0

6. Council’s Response to Informal Notes of the General Meeting held Wednesday, 21 September 2022.

COUNCIL RESOLUTION:
MOVED: Eiby, W SECONDED: Taylor, R
28931
That Council receive and note the Informal Notes of the Local Emergency Management Committee (LEMC) Meeting held on 21 September 2022 as shown at Attachment: 9.16.5(1).
ADOPTED BY EN BLOC RESOLUTION: 10/0

7. Business Arising from the Minutes - Nil

8. Correspondence

8.1	Incoming	Attachment
8.1.1	DEMC/SEMC – Vikram Cheema – DEMA SW Arrangements	1
8.2	Outgoing	Attachment
8.2.1	Shire of Manjimup – LEMC Agenda and Minutes from previous meeting.	N/A

9. Review of LEMC Terms of Reference & Membership

The revised LEMC Terms of Reference draft was presented with amendments to memberships together with reducing number of meetings to three per year. All changes in the draft were accepted with the addition of the following:

- Graham Blincow – DPIRD (proxy)
- Erin Hutchins – DEMC/SEMC (Member non-voting)
- Ivan Woodhams – St John Ambulance Walpole Chair (Member non-voting)
- Warren Health Services (Pemberton Northcliffe) organisation name change to Pemberton Northcliffe Health Services

Todd to contact St John Ambulance Manjimup for the name of their proxy and add to the amendments.

MOVED: Ian Guthridge **SECONDED:** Remo Pessotto
“That Council confirm and accept the amendments to the *Local Emergency Management Committee Terms of Reference* for the two year period that commenced on 21 October 2021.”
CARRIED: 8/0

10. Treatment Strategies and Task List

LEMC Training Exercise – This exercise has been moved to the next LEMC meeting as Chris Sousa is on leave. Discussion held to look at targeting additional new members to be involved in exercise.

11. Events

The committee reviewed all upcoming events, Justine Kelly (WHS) requested a more comprehensive list that also includes events not requiring application through the Shire. After further discussion it was agreed for Todd Ridley to contact the Shire Events Committee to discuss sharing their event calendar and for applications to go out to LEMC for comment.

12. Members Reports

12.1 Water Corporation – Mel Robertson

Advised on upgrade to Airport supply and thanks to DFES for fire preparation works.

Response: Andrew attended a stakeholder meeting regarding water at Northcliffe and Quinninup, where they advised it is still cheaper to cart. Further discussion ensued regarding water supply and storm damage, Water Corporation looking more at groundwater than surface water options. No power no water.

12.2 Shire of Manjimup President – Cr Paul Omodei

Discussed debrief he attended after fires regarding power supplies.

12.3 Department of Primary Industries and Regional Development – Ian Guthridge

Report was tabled see Attachment 2

Response from Report: Discussion followed regarding FMD.

12.4 Warren Health Service – Justine Kelly

Report was tabled, see Attachment 3.

Response from Report: Discussion followed regarding COVID numbers in the community.

12.5 WAPOL Pemberton – Gavin Barke

Roads busy with a fatal on Pemberton Northcliffe Road and a single vehicle rollover near Quinninup. Looking at more presence on roads.

12.6 WAPOL Manjimup – Jayden Lowe

Recently commenced OIC in Manjimup and getting to know people and procedures. Fatal accident last night near Bridgetown which was hard on local volunteers, also recent crash on Muir Highway.

12.7 WAPOL Walpole – Steve Page

Recently commenced in Walpole, this is his fourth station as OIC, coming from more northern areas. Walpole going well at this stage.

12.8 Western Power – Colin Jones

Communications a big issue with power outages in emergencies. Trying to ring feed Pemberton and Manjimup areas. Working on strategies regarding fires when power is turned off with loss of communications and when power is turned back on.

Response from Report: Update requested on Walpole Power Project with advice it will be late 2023, this will provide power for 2-3 days.

12.9 St John Ambulance Community Paramedic GS – Walpole – David Rae

- Application made for funding to upgrade communications as have become too reliant on mobile data.
- Subcentre building is old and there is a five-year plan to replace the building and looking at going off grid.
- Staffing volunteers is good and looking at utilising tourist/transient volunteers.

12.10 Department of Communities - DoC – Renee Flaxman

Report was tabled see Attachment 4.

Also tabled was the Department of Communities *Local Emergency Welfare Plan LEWP – South West – Manjimup Region* to be distributed separately to LEMC members for review of contact details.

12.11 Department of Fire and Emergency Services – Lyndon Pearce

- New AO is Pat Dowling.
- Level 2 Exercise held in Nannup.
- LAT Tanker in Busselton on first of month.
- L2 Preform Team and ROC structure in place for today.

Response from Report: Discussion regarding the new Black Hawk helicopters and the possibility of them landing at Rae Park for familiarisation. Chief to get FCO's and Ground Controllers to be involved as there is the opportunity to do drops.

12.12 CBFCO – Remo Pessotto

- Seasonal truck has arrived and placed out east.
- Permits good.
- Mobile repeaters, still issues with digital.
- Mobile phones getting worse.
- New Fire Danger Ratings going to test us.
- Storm last night had a lot of strikes, unsure what may come out of it.

Response from Report: Discussion on changes to Work Health and Safety Act regarding volunteers and the CEO now being personally liable, so structure and

competencies to be looked at with the need to be very cautious on who is sent to fires. The recent death in Goomalling of a volunteer on own property may set a precedent as unsure if LG is responsible.

12.13 Department of Biodiversity, Conservations & Attractions – Jeff Bennett

Report was tabled, see Attachment 5.

Response from Report – Discussions on live air readings and how they may influence Prescribed Burns and confirmation that Manjimup Dam is on burn program.

12.14 CESM – Todd Ridley

Nil to report

13. General Business

13.1 National Broadband Network NBN– Katina Bowie

Katina gave a verbal presentation and overview on the National Broadband Network and what to expect in emergencies, the presentation will be distributed to members.

13.2 Vulnerable People Register

This was requested at recent Bridgetown LEMC, look at DFES or an opt in to provide name to Shire. David Rae advised at Denmark LEMC meeting it was decided to be more relevant to have strong contact with providers instead of having a register which was general consensus.

14. Next Meeting

Next General Meeting to be held 15 March 2023.

15. Declaration of Close of Meeting

Shire of Manjimup, Chief Executive Officer, thanked everyone for their attendance and closed the meeting at 2.34pm.

TREATMENT STRATEGIES AND TASK LIST

Item	Status	Next Step	Action By
LEMC Training Exercise	March 2023 Meeting	<ul style="list-style-type: none"> Risk Awareness and Understanding with Command, Control and Coordination Exercise. <p>*NOTE: To look at targeting additional new members to be involved.</p>	Chris Sousa
Event Committee	March 2023 Meeting	<ul style="list-style-type: none"> Contact the Shire Events Committee to discuss sharing their more comprehensive event calendar and for applications to go out to LEMC for comment. 	Todd Ridley

EVENTS PLANNED IN THE SHIRE OF MANJIMUP

Event	Date	Notes
Cherry Festival	9-11 December 2022	<ul style="list-style-type: none"> ➤ Music, Food & Alcohol at some external events ➤ Road closures ➤ 10,000 over the whole event
East Manjimup PS EOY Concert	14 December 2022	<ul style="list-style-type: none"> ➤ Small Event
Manjimup Family Centre Xmas Party	15 December 2022	<ul style="list-style-type: none"> ➤ Small Event
Walpole Carols by Candlelight	17 December 2022	<ul style="list-style-type: none"> ➤ Small Event
Manjimup Carols by Candlelight	18 December 2022	<ul style="list-style-type: none"> ➤ Small Event at Heritage Park
Pemberton Sports Club NYE	31 December 2022	<ul style="list-style-type: none"> ➤ Application yet to be received
Southern Forest Steppers	11 February 2023	<ul style="list-style-type: none"> ➤ Fundraiser at Licenced venue ➤ Approx 200 people
Delirious West 200 Miler	8 February 2023	<ul style="list-style-type: none"> ➤ Marathon event on Bib Track ➤ Approx 110 runners and crew
Karri Valley Triathlon	18-19 March 2023	<ul style="list-style-type: none"> ➤ Karri Valley Resort ➤ Traffic management, food & alcohol ➤ Approx 450 people

ATTACHMENT 1

Vikram Cheema

From: CHEEMA Vikram <Vikram.CHEEMA@dfes.wa.gov.au>

Sent: Thursday, 3 November 2022 3:44 PM

To:

>

Subject: DEMA SW arrangements

Good afternoon all,

I am moving across to Queensland on a 12-month contract position with the Commonwealth organisation.

I am pleased to advise that **Erin Hutchins**, Coordinator - Emergency & Ranger Services from the Shire of Dardanup, will be acting in my position from 16 January 2023 to 14 January 2024. Erin brings a wealth of knowledge and experience in emergency management and local government arrangements.

Please welcome and assist Erin with settling into the new role when she is on deck mid Jan 23.

My last working day with DFES is 14 December 22 with prior leave 28 Nov – 11 Dec. Erin will be in touch with you in early 2023 to progress local emergency management business.

For assistance with emergency management matters during Dec-Jan, please get in touch with [DFES South West Regional Office on 97801900](#).

I am grateful for the opportunities and experiences with DFES South West over many years. Thank you sincerely for your assistance and support in improving the SW emergency management arrangements.

Please contact me if you have any questions.

Kind regards,

Vik

Vikram Cheema
District Emergency Management Advisor – South West

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FOR A SAFER STATE



Department of
**Primary Industries and
Regional Development**

Agency Name:	Department of Primary Industries and Regional Development		Date: 14 November 2022
Report prepared by:	Helen Kent	Position:	Emergency Preparedness Coordinator – Incident & Emergency Management Branch
LEMC and DEMC report			
<p>1. Declared incidents – DPIRD is managing:</p> <ul style="list-style-type: none"> • Six (6) plant pest/disease level 1 and 2 Incidents. • Nil animal pest/disease incidents <p>Plant pest / disease incidents include Polyphagous shot-hole borer in the Perth metropolitan area covering 21 local governments. Polyphagous shot-hole borer (PSHB) (<i>Euwallacea fornicatus</i>) is a beetle native to Southeast Asia. The beetle attacks a wide range of plants by tunnelling into trunks, stems and branches.</p> <p>The Department of Primary Industries and Regional Development has been responding to the confirmed detections of an exotic beetle Polyphagous Shot-Hole Borer in the Perth metropolitan area. Response activities include:</p> <ul style="list-style-type: none"> • Conducting surveillance to determine the distribution of PSHB • Containing the pest to prevent further spread to non-infested regions within Western Australia • Providing advice and information to residents, industry and other stakeholders • Ensuring that all response activities are conducted safely, consistently and efficiently <p>Link to information about Polyphagous shot-hole borer Agriculture and Food</p> <p>Varroa Mite – DPIRD has been providing support to the NSW Department of Primary Industries which is managing an incursion of Varroa Mite in NSW. Varroa mites (<i>Varroa jacobsoni</i> and <i>V. destructor</i>) are the most serious pest of honey bees worldwide.</p> <p>Link to information about Varroa Mite (nsw.gov.au)</p>			

2. State alerts and investigations

DPIRD is investigating a further two (2) pests and diseases.

3. National alerts & investigations

DPIRD and other state jurisdictions continue to monitor reported outbreaks of:

- **African Swine Fever** – FAO situation update in Asia and Pacific dated 27 October 2022 advised ASF reported countries since August 2018: China, Mongolia, Vietnam, Cambodia, Democratic People’s Republic of Korea, Lao People’s Democratic Republic, Myanmar, The Philippines, Republic of Korea, Timor-Leste, Indonesia, Papua New Guinea, India, Malaysia, Bhutan, Thailand, Nepal.

Link to information about African Swine Fever: <https://www.fao.org/animal-health/situation-updates/asf-in-asia-pacific/en>

- **Lumpy Skin Disease** – Vietnam, Thailand, Malaysia and Indonesia
- **Foot and Mouth Disease** – Indonesia

NB: There are, currently, no known incidences of these diseases in Australia.

Information regarding Foot and Mouth Disease prevention is available on the WA government website:

[Foot-and-mouth disease advice for Western Australians \(www.wa.gov.au\)](http://www.wa.gov.au)

Information is also available on the DPIRD website:

[Foot-and-mouth disease: prevention and preparedness | Agriculture and Food](#)

4. Severe Tropical Cyclone Seroja (Recovery)

DPIRD, through its Rural Business Development Unit, is managing Disaster Recovery Funding Arrangements WA (DRFAWA) assistance to primary producers impacted by TC Seroja.

5. Southwest Land Division Fires:

DPIRD District Recovery Coordinator, Rob Cossart, continues to work with the Corrigin and Narrogin Local Governments and communities recovering from the bushfires which occurred in early February 2022.

On 13 October 2022, DPIRD Executive Director Biosecurity, Dr Mia Carbon, presented at Recovery Meetings in Corrigin and Wickepin about the department’s role in emergency management, including its role in coordinating animal welfare in emergencies under the State Support Plan..

Natural Hazards 'high season' preparedness

DPIRD continues to conduct preparedness activities with relevant metropolitan and regional staff, and external stakeholders, for the southern bushfire season and the northern cyclone season.

Activities include:

- Participation at the local, district and state emergency management committees (LEMC, DEMC and SEMC)
- Online 'overview' training regarding the liaison officer role on operational groups such as Incident Support Groups (ISGs) and Operational Area Support Groups (OASGs)
- Face-to-face training:
 - Response to an animal or plant biosecurity incident
 - DPIRD's support role for animal welfare in emergencies
 - 'scenario'- based training for DPIRD's on call officers
- Emergency management exercises to ensure skills capabilities and agency capacity are effectively evaluated and continuous improvement initiatives implemented.

DPIRD's role in emergency management

The Department of Primary Industries and Regional Development plays an important role in emergency management in Western Australia.

- Hazard Management Agency (HMA) for animal and plant biosecurity with responsibilities across prevention/mitigation, preparedness, response and recovery.
- Provision of support to other HMAs by:
 - coordinating animal welfare for other hazard emergencies including bushfires, cyclones and floods;
 - contributing to the Controlling Agency's impact statement in relation to impacts to primary industries (where an impact statement is required)
 - managing eligible assistance for primary producers under the Disaster Recovery Funding Arrangements WA and providing advice to primary producers in relation to this funding.

Animal Welfare in emergencies

Local governments are encouraged to develop a plan for animal welfare in emergencies (PAWE) which forms part of the local emergency management arrangements (LEMA).

For tools and resources to assist local governments to develop a local PAWE [click here](#) and for assistance in completing the PAWE template, speak to your LEMC or DEMC representative/s.

Warren Health Service Report 28th November 2022

COVID-19

- Warren Health Service has resumed a BAU “business as usual” approach in relation to management of Covid19 with outpatient & inpatient activity.
- Currently screening symptomatic patients and patients for admission to the ward area via a RAT testing process.
- Health service staff are still required to isolate from the workplace for 7 days if Covid positive & seek executive approval to return to the workplace as a close household contact.

GENERAL

- Continues to be a steady increase in patient presentations to hospital ED & admissions remain above average for the past quarter 2022.
- Hospital staffing continues to be closely monitored and generally covered within own staff pools.
- Interagency Code Yellow bushfire discussion exercise held at Warren HS Friday 18th November with attendees from Manjimup Shire; DFES; WAPOL; & health service staff (clinical/engineering/administrative/ executive – REOC). Discussion focused on learnings from the Bridgetown Fire Feb 2022 from Health service & interagency perspective.
- Warren HS staff have attended in house fire training sessions in November with focus on roles of first responder, area wardens & emergency controllers for site.



**LOCAL EMERGENCY MANAGEMENT COMMITTEE
REPORTING**

Agency:

**Department of Communities
(Communities)**

Report prepared by:

Renee Flaxman

Position:District Emergency
Services Officer

Date: From – October 2020 to December 2022 inclusive

Report:

- Since early August the Department of Communities has delivered 12 Evacuation Centre Training Workshops to staff and stakeholders in preparation for the high threat season. Communities will continue to offer and encourage sessions in the coming months.
- The new dedicated Emergency Services DESO vehicle has been received and fitted out with all equipment needed to accommodate 20 people in an evacuation centre, including Registration Forms, LEWPs, bedding (including stretchers, air mattresses and linen), toiletries, catering supplies, chargers and more. The current trailer equipment has been restocked and updated, ready for the season.
- Department of Communities staff from the State Welfare Incident Coordination Centre (SWICC) and the All-Hazards Unit attended a three-day conference at the end of October. Topics covered include the State Support Plan Review, lessons learned during the peak of the COVID Pandemic and Communities role throughout, and lessons learned during last season's activations to better prepare for and enhance the delivery of welfare and emergency services during and after an emergency event.
- Upon completion of the State Emergency Welfare Plan review's findings, changes are likely to be implemented within the Local Emergency Welfare Plan (LEWP) templates.
- LEWP update is complete and changes to appendices and contact details for Bridgetown and Manjimup have been made and plan is ready for tabling. LEMC members are encouraged to review information related to their own agencies and notify DESO if further changes need to be made.



Department of **Biodiversity,
Conservation and Attractions**



Warren Region Update for Manjimup LEMC meeting Wednesday 30 November 2022

Prescribed Burning

Warren Region has only just started their prescribed burn program. It has been a slow start due to a wet spring.

To date, DBCA have conducted 5 prescribed burns totalling approximately 19,000 hectares.

Water bombing aircraft will be stationed in Manjimup around the middle of December.

Interagency Level 3 Pre-Formed Team, "Charlie" will commence on 1st December.

On the 8th and 9th December 2022 an Interagency Forum with DFES, DBCA and WAPOL will be conducted in Collie.

Regards,

Jeff Bennett

Regional Leader Fire Management

Warren Region

Manjimup

Warren Region

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