



Shire of Murray

Minutes

**Local Emergency Management
Committee Meeting**

**Wednesday 11 September 2024 at
9.00am**

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**MINUTES OF SHIRE OF MURRAY
LOCAL EMERGENCY MANAGEMENT COMMITTEE MEETING
HELD AT THE MURRAY SHIRE COUNCIL, 1915 PINJARRA ROAD, PINJARRA
ON WEDNESDAY, 11 SEPTEMBER 2024 AT 09.00AM**

1 DECLARATION OF OPENING/ANNOUNCEMENT OF VISITORS

The Chairperson Cr S Kirkham declared the meeting open the time being 9.03am.

2 ATTENDANCES/APOLOGIES/LEAVE OF ABSENCE

PRESENT

Cr Stuart Kirkham, John Kowal (Manager Ranger and Community Safety SoM), Nicole Stevens (CESM), Clyde Pearson (LEMC Deputy Chair / Pinjarra OIC), Mark Rogers (Alcoa Australia), Naomi Jory (Proxy Department of Communities), Brett Finlay (Department of Fire and Emergency Services DFES), Paul Dwyer (Murray SES), Ken Jones (Pinjarra Volunteer Fire & Rescue Service), Christine Hunter (St John Ambulance), Christian Louis (Pinjarra Primary School), Bella Harrison (Minute Taker).

IN ATTENDANCE

Tracie Unsworth (Director Corporate Services/ Deputy Local Recovery Coordinator), Phil Stevens (Manager Environmental Health), Adrian Eppen (Ranger/ Bushfire Mitigation Officer), Justyn Bennett (Deputy Chief Bushfire Control Officer), Cate Willey (DFES Manager Emergency Management Advisor – Metropolitan Operations), Karl Gill (Department of Health - Manager Emergency Preparedness Disaster Response), Bruce Hancock (Mainroads - Maintenance Planning Manager).

APOLOGIES

Ben Jordan (Manager Murray Aquatic and Leisure Centre), Dan Forman (Dwellingup Police Station), Kirrily Clarke (Department of Communities), Dean Unsworth (Chief Executive Officer), Peter Thurkle (Deputy Chief Bush Fire Control Officer), Peter Currell (Peel Health Campus), Christine Thompson.

LEAVE OF ABSENCE

Leanne Hay (Beddingfield CEO), Inez Howell (DBCA – Parks and Wildlife Service), Cherie Sandilands (Department of Primary Industries and Regional Development), Kurt Berg (Water Corporation), Joel Costin (Western Power).

There were 3 members of the public, 5 members of staff in attendance at this time.

3 CONFIRMATION OF MINUTES OF MEETING

3.1 Local Emergency Management Committee Meeting – 1 May 2024

Recommendation

That the Minutes of the Local Emergency Management Committee Meeting held on Wednesday 1 May 2024 be noted.

4 BUSINESS ARISING FROM THE PREVIOUS MEETING

Nil.

5 BUSINESS ARISING

5.1 Review of Action list and Business arising

File Ref: D24/30509

Author and Title: Bella Harrison, Ranger Administration

Appendices: Item 5.1 Appendix 1 - LEMC Meeting Action Register - 11 September 2024

In Brief

Please find attached Action List at **Appendix 1**.

5.2 Correspondence

File Ref: D24/30512
Author and Title: Bella Harrison, Ranger Administration
Appendices: Nil

In Brief

5.2.1 Correspondence In.
Nil.
5.2.2 Correspondence Out.
Nil.
5.2.3 Information tabled.
Nil.

5.3 Review of LEMC Membership Contact List Updates

File Ref: D24/30516

Author and Title: Bella Harrison, Ranger Administration

Appendices: Item 5.3 Appendix 1 - LEMC Membership Contact List

In Brief

Please find attached for information the LEMC Membership Contact List at **Appendix 1**.

5.4 Local Emergency Management (Standing Items)

File Ref: D24/30519
Author and Title: Bella Harrison, Ranger Administration
Appendices: Nil.

In Brief

5.4.1 Post Incident Reports – discussion and note any outcomes to be actioned.

Nil.

5.4.2 Post Exercise Reports – discussion and note any outcomes to be actioned.

Nil.

5.4.3 Exercise - discuss objectives, scenario, and dates.

Nil.

5.4.4 Review Local Emergency Management Arrangements – Currently being reviewed and will be circulated prior to the next LEMC Meeting.

5.4.5 Risk management update – monitor and review, emerging risks, mitigation.

Will be undertaken with the LEMC arrangements.

5.4.6 Review LEMC business plan – Waiting for finalisation of SEMC Strategic Plan.

5.4.7 Review funding opportunities.

Nil.

5.5 Terms of Reference

File Ref:	D24/30521
Previous Items:	Nil.
Applicant:	Nil.
Author and Title:	John Kowal, Manager Ranger and Community Safety
Declaration of Interest:	Nil.
Voting Requirements:	Simple Majority
Appendices:	Item 5.5 Appendix 1 - Shire of Murray LEMC Terms of Reference (ToR) - August 2024

Recommendation/Committee Decision LEMC24/001

Moved: Christian Louis

Seconded: Clyde Pearson

That the Local Emergency Management Committee:

Recommends the adoption of the Shire of Murray LEMC Terms of Reference as circulated at Appendix 1.

CARRIED UNANIMOUSLY 11:0

In Brief

New Terms of Reference (ToR) are required to be established for the new Shire of Murray LEMC.

Background

In 2020, the Shire's of Murray and Waroona established the joint LEMC. The Shire of Murray under contract to the Shire of Waroona provided administration and management services for Emergency Management, which also included the joint LEMC.

In September 2023, it was determined by the Shire of Murray and the Shire of Waroona that the contract would cease as of the 30 June 2024 for the provision of the administration and management for Emergency Management that also included the LEMC and therefore due to this, the joint LEMC would also cease as of the 30 June 2024.

Report Detail

Due to the separation of the Shire of Murray and the Shire of Waroona joint LEMC there is a requirement for new ToR to be established for the new Shire of Murray LEMC.

The draft Terms of Reference are based on the "Sample" ToR as provided in the Local Emergency Management Handbook as provided by the State Emergency Management Committee (SEMC).

Consultation

The draft Shire of Murray LEMC ToR have been provided to SEMC and the DEMC – South Metro and a copy circulated to LEMC members for their consideration.

6 REPORTS – EXTERNAL AGENCIES

6.1 Agency/ Member Reports

File Ref: D24/30524

Author and Title: Bella Harrison, Ranger Administration

Appendices: Item 6.1 Appendix 1 - Department of Communities LEMC Update Report
Item 6.1 Appendix 2 - Department Fire and Emergency Services LEMC Update Report

In Brief

Report from Department of Communities is available for information at **Appendix 1**.

Report from Department of Fire and Emergency Services is available for information at **Appendix 2**.

Brett Finlay tabled a report from the floor as follows:

Department of Fire and Emergency Services Report for the Shire of Murray Local Emergency Management Committee

Wednesday 11 September 2024

SPRING SEASON 2024

It was an early and busy start to the winter season with two major storm events impacting Bunbury on 10 May and 1 June. Recovery activities continue for these events and Post Operational Reviews are planned. Call outs continue for local SES for maintenance of temporary repairs from these events. The DFES region has also noticed this season that rental property managers are referring their clients to the SES rather than arranging for contractors to make repairs, which is unnecessarily impacting the lives of Volunteers.

CLIMATE OUTLOOK (issued 4 September 2024)

The long-range forecast for August to October shows:

- Rainfall is likely to be within the typical seasonal range for much of southern WA.
- Warmer than average days and nights are likely to very likely across most of Australia, however, it is the cool season and periods of unusually cold weather are still possible.

The current pattern of warmth in global sea surface temperatures is unlike historical patterns. This is likely to impact the ability to predict the development of climate influences such as ENSO and IOD based solely on historic relationships between sea surface temperatures and these events.

AUSTRALIAN WARNING SYSTEM (AWS)

Western Australia has adopted a national consistent approach to emergency information by using a standardised set of warning levels, colours and icons, supported by clear action statements to keep people safe. Cyclone, storm and flood warnings join bushfire and heatwave in using AWS colours, icons and warning levels of Advice, Watch and Act and Emergency Warning. How you receive warnings may not change, but the wording, colours and call to action may be different to what you're used to, as this system is implemented across Australia.

The AWS has been designed based on feedback and research across the country and aims to deliver a more consistent approach to these types of emergencies, no matter where you are.

Australia's fire and emergency services aim to provide you with timely and relevant information during emergencies. Refer to <https://www.australianwarningsystem.com.au/> for more information regarding the AWS.

JAFFA

The Juvenile and Family Fire Awareness (JAFFA) Program is a free and confidential education program offered across Western Australia for young people aged 6 to 16 years who have been involved in fire lighting.

JAFFA helps young people to learn about the consequences of fire play, and to develop fire safe skills and behaviours. The confidential and free support program is available throughout Western Australia by contacting jaffa@dfes.wa.gov.au or calling on 9395 9488.

Brett Finlay

District Officer Wellington

7 MOTIONS WITHOUT NOTICE FOR DISCUSSION AT THE NEXT MEETING

Nil.

8 NEXT MEETING

The next Local Emergency Management Committee date and time to be confirmed.

9 CLOSURE OF MEETING

There being no further business the Chairperson declared the meeting closed the time being 9.16am



CHAIRPERSON