



LOCAL EMERGENCY MANAGEMENT COMMITTEE (LEMC) Minutes

Held at Woodanilling Recreation Centre
12th September 2022 at 1pm.

1. DECLARATION OF OPENING / ANNOUNCEMENT OF VISITORS

The meeting was opened at 1.05pm by the Shire of Woodanilling, Chief Executive Officer, Kellie Bartley. Kellie welcomed everyone and thanked them for their attendance.

Introduction of current and new members to the meeting due to some recent changes in certain organisations.

1.1. DISCLOSURE OF INTEREST AFFECTING IMPARTIALITY

Division 6 Subdivision 1 of the Local Government Act 1995 requires Council Members and Employees to declare any direct or indirect financial interest or general interest in any matter listed in this Agenda.

The Act also requires the nature of the interest to be disclosed in writing before the meeting or immediately before the matter be discussed.

NB: A Council member who makes a disclosure must not preside or participate in, or be present during, any discussion or decision making procedure relating to the declared matter unless the procedures set out in Sections 5.68 or 5.69 of the Act have been complied with.

DISCLOSURE OF INTEREST AFFECTING IMPARTIALITY

Disclosures of Interest Affecting Impartiality are required to be declared and recorded in the minutes of a meeting. Councillors who declare such an interest are still permitted to remain in the meeting and to participate in the discussion and voting on the particular matter. This does not lessen the obligation of declaring financial interests etc. covered under the Local Government Act.

To help with complying with the requirements of declaring Interests Affecting Impartiality the following statement is recommended to be announced by the person declaring such an interest and to be produced in the minutes.

"I (give circumstances of the interest being declared, eg: have a long standing personal friendship with the proponent). As a consequence there may be a perception that my impartiality on this matter may be affected. I declare that I will consider this matter on its merits and vote accordingly".

Declared Interest was declared by Paul Blechynden - A conflict of interest in the item Matt Castaldini had planned to present regarding a desk top exercise using a product produced by P Blechynden who has a financial interest in the matter.

2. RECORD OF ATTENDANCE / APOLOGIES / LEAVE OF ABSENCE (PREVIOUSLY APPROVED)

Present:

Shire of Woodanilling

Kellie Bartley Chief Executive Officer
Sue Dowson Deputy CEO

Cindy Pearce Ethan
Giacomel CESM Katanning/Woodanilling
Michele Duxbury DBCA - Katanning
Carlos Correia Department of Communities
Chris Walsh Viviane WA Police Katanning
Gardner Red Cross
Roadwise

Shire of Kent

Peter Clarke Acting CEO
Matt Castaldini CESM

Shire of Katanning

John Goodheart Deputy Shire President
John Collins DPIRD
Paul Blechynden DFES DOEM Grt Sth &
Upper Grt Sth.
Derek Jones DFES DRO Great Southern

Apologies:

Denise Gobbart Shire of Katanning Lyn Lucas SES Wagin

3. CONFIRMATION OF PREVIOUS MINUTES

Held on the 19th May 2022 at the Shire of Kent offices.

CONFIRMATION OF MINUTES 19TH MAY SHIRE OF KENT

Moved Carlos Correia Seconded Matt Castaldini

That the Minute of the LEMC meeting held in Kent of the 19th May 2022 be confirmed as a true and accurate record.

CARRIED BY AN ABSOLUTE MAJORITY

4. BUSINESS ARISING FROM THE MINUTES

Minimal to be raised from previous business arising other than that St Johns Ambulance was not present due the current level of service due to COVID being a reasonable concern for the region however a State-wide issue. St Johns were not present due to minimal numbers to be available for on call.

5. STANDING ITEMS

5.1. CONTACT DETAILS LEMA AND ANIMAL WELFARE PLAN

Updates for resources and contact lists. Agencies to notify the Committee of any changes or inclusions to the contact lists. CESM Cindy Pearce requested any updates to be forwarded to her for inclusion.

5.2. INCIDENT SUPPORT GROUP (ISG) ACTIVATIONS

Notice of any activations since the last LEMC meeting in May 2022 - Nil activations to report.

5.3. POST INCIDENT REPORTS

Notice of any post incidents since the last meeting in May 2022 – Nil incidents to report.

5.4. LOCAL EMERGENCY MANAGEMENT ARRANGEMENTS (LEMA)

Any updates on contacts or changes. CESM Cindy Pearce requested any updates to be forwarded to her for inclusion.

5.5. EXERCISE SCHEDULE

For the 2021/2022 year we will use the evidence of the OASG meetings as evidence of exercising to meet the requirements. Matt & Cindy to coordinate an exercise prior to harvest, later in the year.

- Desk Top Scenario November 2022 (at the November LEMC meeting) – Matt will arrange for desktop exercise with the Bushfire Model scenario.
- Plane crash at Katanning Airport to be run by Police, schedule period for exercise will be set to March 2023. Carlos (WAPOL – Katanning) will coordinate with relevant agencies for this to be set.

5.6. RED CROSS PRESENTATION

Chris Walsh from Red Cross deliver a short talk on Red Cross response to Emergency Incidents Local and State Wide.

- Migration Support - Community Volunteers and Emergency Services
- 3 Phases – Preparation – Response – Recovery
- The Red Cross will be present Evacuation and Recovery Centres during emergency events
- Recovery Outreach doorknocking
- National Data base – Levels of access
- Concentrating on Preparedness and resilience, more people will recover with better preparedness
- Initiatives – Pillow Case Program yr. 3 and yr. 4 students, Get Ready – yr. 7 to yr. 10 and the Ready Plan – Collaborative program supporting the Supporter.
- Multiple Recovery Programs currently in place, such as the aftermath of Cyclone Seroja etc.
- An 11 day program in Ravensthorpe, Preparation with Community Groups, no recovery work done since fires, outreach program to be undertaken.

5.7. EMERGENCY GENERATOR - KATANNING LEISURE CENTRE

The Emergency Power Generator was installed in August at the Katanning Leisure Centre from funding through Rotary International, and a contribution from Council.



5.8. ISSUES TO BE RAISED AT DEMC

Notice of any issues to be raised at the next DEMC meeting.

Nothing to report at the next DEMC meeting.

6. AGENCY REPORTS

POLICE – KATANNING

- Covid-19 is still lingering within the town.
- Issues with WAMCO workers not isolating when Covid positive.
- All else is ok, currently full numbers of staff in Katanning.

DFES – DEREK JONES DISTRICT RURAL OFFICER GREAT SOUTHERN REGION

- 1st Sept 2022 New Fire Danger Ratings, magnets will be available to the public through the West Australian 24th September 2022.
- Review of Fire Weather Districts Kent is now Lakes, Woodanilling is – Arthur and Katanning is Stirling North.
- Emergency WA review of website big project but no change till next summer, service WA will be a stop gap for this coming summer so watch this space.
- DFES region has been exercising pre summer fire season.
- Deeper dive into fire danger ratings in Katanning a workshop was held, AFDRS from a fire management prospective, 5th September 2022.
- Emergency WA will review and implement multiple languages and also accommodate different cultures with the revamp of the website, this will be in place 2023 summer.

CEO – SHIRE OF KENT

- Bushfire Risk Mitigation Plan will be implemented soon.
- Kent is looking at a generator similar to Woodanilling's set up.

CESM – SHIRE OF KENT

- Adopted training program minimum standard for FCO's
- Volunteer numbers are good
- Council supplying PPC above LGGS purchasing
- Training – FDR for the communities

RED CROSS

- Big recruitment drive to be undertaken

ROADWISE

- Road safety Advisory report
- Working with LG's regarding their responsibilities within the road network in their area. 70% of roads are with Main Roads but the 30% left is the responsibility of Local Governments many of these roads are gravel.
- Driver behaviour
- Policing
- Safer vehicles on the roads
- Happy to work with LG's where required.
- Note brochure attached
- Cranbrook Safety Conference to be reinstated in 2023.

CESM – KATANNING – WOODANILLING

- Working on the WHS for the coming fire season for both shires.
- Applying for MAF for the Shire of Woodanilling in the current round.
- Katanning Shire not successful with the ESL Application to build a fire station for Central Brigade.
- Training – Rural Fire Awareness has been completed with another course being run in October.
- Ground Controller course is being run next week, FCO was run a number of weeks ago.

DFES – DISTRICT OFFICER EMERGENCY MANAGEMENT GREAT SOUTHERN AND UPPER GREAT SOUTHERN

- Training programs winding down
- Good response from Local Governments
- Spring is going to be a dry season apparently
- Successful mitigation of UCL lands around the shires.

DEPARTMENT OF COMMUNITIES

- 4 teams have been deployed to Lismore post floods from South West and Great Southern
- Training is underway with all new staff

DPIRD

- Link to Foot and Mouth Disease Webinar -
<https://zoom.us/rec/share/O6QX7IGuCb8so3ZMOSgHSMAY7oQDEejhQmsnap9TaT1HsoaK7muN8xDRqlwgolkC.9vyOn5A01RlrW8xQ?startTime=1660532386000>



Department of
Primary Industries and
Regional Development

GOVERNMENT OF
WESTERN AUSTRALIA

Agency Name:	Department of Primary Industries and Regional Development	Date: 18 August 2022
Report prepared by:	Helen Kent	Emergency Preparedness Coordinator – Incident & Emergency Management Branch
Situation Report:		
<p>1. Declared incidents – DPIRD is managing:</p> <ul style="list-style-type: none">• Seven (7) plant pest/disease level 1 & 2 Incidents• Nil animal pest/disease incidents		
<p>2. State alerts and investigations DPIRD is currently investigating a further four (4) pests and diseases.</p>		
<p>3. National alerts & investigations DPIRD and other state jurisdictions continue to monitor reported outbreaks of:</p> <ul style="list-style-type: none">• African Swine Fever – Republic of Korea, Thailand, Vietnam, Malaysia Philippines and India• Lumpy Skin Disease – Vietnam, Thailand, Malaysia and Indonesia• Foot and Mouth Disease – Indonesia		
<p>NB: There are, currently, no known incidences of these diseases in Australia.</p>		
<p>On 15 August 2022, DPIRD conducted a Foot and Mouth Disease information webinar for local governments. Below is the link and the passcode to access the recorded webinar:</p>		
<p>https://zoom.us/rec/share/O6QX7IGuCb8so3ZMOSgHSMAY7oQDEejhQmsnap9TaT1HsoaK7muN8xDRglwgoIkC.9vyOn5A01RlrW8xQ?startTime=1660532386000</p>		
<p>Passcode: 9i&FKP8z</p>		
<p>Information regarding Foot and Mouth Disease prevention and preparedness is also available on DPIRD's website: Foot-and-mouth disease: prevention and preparedness Agriculture and Food</p>		

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. COVID 19

DPIRD:

- continues to monitor information from the Department of Health
- communicates to staff regarding the management of COVID in the workplace

6. Southwest Land Division Fires:

- DPIRD District Recovery Coordinator, Rob Cossart, is working in to support communities recovering from the bushfires which occurred in early February 2022.
- Affected local governments: Corrigin, Narrogin, Bridgetown and Denmark

Issues:

No issues to report

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 natural hazard emergencies such as 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.

DBCA

- In full swing for the upcoming season
- Staff undertaking fitness test
- Burning plans are being scheduled for Autumn
- Position is being advertised within the department for someone with at least 5 years' experience in the conservation field

SHIRE OF WOODANILLING

- Mitigation in the town site will be high priority again this year
- DWER Grant for water catchment has been secured, improvement of catchment areas and the inclusion of 2 more water storage tanks as well as pipework linking the tanks to town oval use.
- 3 water tanks are now in place just waiting on BFB volunteers filling the tanks with water
- A question was asked regarding the availability of Ambulances through St Johns, the shire had to call an ambulance to a workman last week but long wait periods so had to transport them by car to hospital

7. GENERAL BUSINESS

7.1. HEATWAVE HAZARD

Understanding the upcoming changes to the State Hazard Plan for Heatwave. Cindy Pearce to speak on the changes.



Factsheet for Health representation on LEMC – Heatwave Hazard

Understanding the upcoming changes to the State Hazard Plan for Heatwave

More is now known about heatwaves and the risk to the public since Heatwave was first recognised as a hazard under State emergency management legislation in 2012. During this time, better ways of forecasting severe weather events has been identified. Nationally recognised forecasting methodology and warnings are being adopted amongst the states and territories. Accordingly, the Western Australian Department of Health is preparing to align the State Hazard Plan Heatwave to the contemporary forecasting and warning system.

State Hazard Plans for hazards describe the actions the Hazard Management Agency (HMA) will follow to prevent, prepare for, respond to, and recover from a hazard. The State Hazard Plans define the roles and responsibilities of agencies and organisations that support the HMA. State Hazard Plans and hazards to Western Australia are supported by legislation defined in the *Emergency Management Act (2005)* and *Emergency Management Regulations (2006)*.

This factsheet provides key points to Health representatives the participate in Local or District Emergency Management Committees, describing the changes to heatwave forecasting process, messaging the public will receive and Incident Management structure.

Current Heatwave process

The existing methodology uses the 3 Day Average Temperature (3DAT) calculation method, which consists of a three day forward looking average of minimum and maximum temperatures. When the 3DAT is forecast to exceed 32° Celsius at the Perth weather reporting station, the triggers for Heatwave response actions commence. The 3DAT has limitations, particularly in that this calculation does not support localities north of the metropolitan area.

3DAT monitoring is facilitated by manually transposing the seven-day maxima and minimum temperatures forecast at the Perth monitoring station, along with the previous day's observations, onto an excel spreadsheet. Mathematical functions on the spreadsheet detail when triggers to act are met.

Proposed Heatwave process

The Bureau of Meteorology (BOM) utilise an Excess Heat Factor (EHF) calculation that is more robust than 3DAT. The EHF can be readily applied to targeted locations or districts to forecast extreme heat. Heatwaves, utilising the EHF method are calculated using the forecast maximum and minimum temperatures over the next three days. This information is compared to actual temperatures over the previous 30 days, and the long-term climate record for what should be

considered hot at the location at that time. Studies have concluded EHF as a more suitable calculation of heatwave.

Australian Warning System (AWS)

The Australian Warning System (AWS) is a national approach to information and warnings for all natural hazards such as bushfire, flood, storm, tropical cyclone and extreme heat.

The AWS has been developed based on community research and input from Australia's emergency services and hazard agencies. The goal of the AWS is to deliver a more consistent approach to emergency warnings, no matter where you are in the country. It uses a nationally consistent set of hazard icons to show incidents on websites and apps, supported by calls to action by the public.

There are three warning levels in the AWS:

1. **Advice:** an incident has started. There is no immediate danger. Stay up to date in case the situation changes.
2. **Watch and Act:** there is a heightened level of threat. Conditions are changing and you need to start taking action now to protect you and your family.
3. **Emergency Warning:** an Emergency Warning is the highest level of warning. You may be in danger and need to take action immediately. Any delay now puts your life at risk.

Heatwave messaging will be realigned to reflect the AWS with heatwave warnings to be released on [EmergencyWA.wa.gov.au](https://www.emergency.wa.gov.au)

Opportunities

These changes present a raft of opportunities to better manage a heatwave hazard. A benefit for the WA community will be a State Hazard Plan that transitions to apply the full population of the state.

The new plan can leverage off the significant heatwave resources provided by the Bureau of Meteorology (BOM). The Bureau's heatwave forecasting covers towns and cities all over Australia. As with other natural hazards such as bushfire or cyclone, the Bureau provide the forecasting capability and the HMA provides the Command, Control and Coordination for the hazard. New Heatwave plans will align with this role delineation.

Incident Management

Incident Management for Heatwaves will continue to follow the State Emergency Plan. Where there will be a difference from heatwaves prior seasons will be when the heatwave affects regional areas. In localities outside the metropolitan area, a regional Incident Controller (IC) will be appointed and supported by an Incident Support Group (ISG) from that region. The membership of the ISG will be regional agency representation of agencies that have roles and responsibilities under SHP heatwave. While representation may vary slightly between regions, broadly it will be the agencies that make up a Local/Regional Emergency Management Committee. This structure is no different than what occurs for other natural hazards such as bushfire or cyclone.

The same representation is a little more challenging to replicate in the metropolitan area due to the large number of Local Government (LG) that span multiple Health Service Providers. In the case of heatwaves affecting the metropolitan area, the Department of Health as Controlling Agency will appoint an IC and provide the public health advice. The metropolitan LGs will be provided opportunity to observe the ISG.

Communications Strategy

Messaging is the key strategy in minimising the effects of a heatwave. The cornerstone of messaging consistently should be:

- Ensure you have a local plan for heatwave.
- Stay hydrated.
- Remain out of the sun, particularly from the middle of the day and into the afternoon.
- Keep cool, be this by staying in a cool location or moving to a cool location.
- Check on others.

Many people in Western Australia are generally acclimatised to living in hot weather and are resilient to hot conditions. This is particularly so in the north and inland locations of the state. People may be complacent about extreme heat and don't see themselves as affected or vulnerable. Furthermore, the cumulative effect on health from heat exposure increases, particularly when there is no ability to compensate from a heat event.

Communication will occur through a tiered approach:

- to agencies with roles and responsibilities under the SHP – heatwave
- to agencies and organisations that provide care and support to vulnerable populations
- to the general public.

The Department of Health recognises the large community reach that collectively the emergency management agencies have. Our request is to promulgate heatwave response messaging. Agencies and event organisers should refer back to the Department of Health's messaging rather than creating their own heatwave content.

Summary or talking points

- Health is adopting a more robust measurement of heatwave that will forecast the risk for whole of WA.
- Heatwave warnings will follow the Australian Warning System: Advice, Watch & Act, and Emergency Warning, and will be published on EmergencyWA
- Incident Management for Heatwave in regional areas will be run by a local IC (from the affected region).
- Agencies should refer to Health's heatwave messaging rather than creating their own content.
- Heatwave monitoring operates 1 Nov – 31 March.

Next steps

The State Hazard Plan – Heatwave is undergoing a major revision to support these changes and requires a consultative review as per State EM guidelines. Assuming smooth passage of the changes, the processes that support SHP Heatwave will go live on 1 November 2022 in time for the high threat season.

**This document can be made available in alternative formats
on request for a person with disability.**

© Department of Health 2022

Copyright to this material is vested in the State of Western Australia unless otherwise indicated. Apart from any fair dealing for the purposes of private study, research, criticism or review, as permitted under the provisions of the *Copyright Act 1968*, no part may be reproduced or re-used for any purposes whatsoever without written permission of the State of Western Australia.

health.wa.gov.au

8. ITEMS LISTED FOR INFORMATION

Nil to report.

9. NEXT MEETING

To be held in Katanning in November 2022

10. CLOSURE OF MEETING

Meeting closed at 2.08pm