

Shire of Lake Grace

Local Emergency Management Committee

Minutes

29 May 2024

Meeting Commencing at 1:00 pm



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Acknowledgement of Country

I begin today by acknowledging the Ballardong people, Traditional Custodians of the land of which we meet today, and pay my respects to their Elders past, present and emerging.

I extend that respect to Aboriginal and Torres Strait Islander peoples here today.

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SHIRE OF LAKE GRACE

Minutes of the Local Emergency Management Committee (LEMC) meeting held at Council Chambers, 1 Bishop Street, Lake Grace on Thursday 9 May 2024.

Emergency Management Act 2005

39. *Functions of local emergency management committees*

(a) *to advise and assist the local government in ensuring that local emergency management arrangements are established for its district.*

(b) *to liaise with public authorities and persons in the development, review and testing of local emergency management arrangements; and*

(c) *to carry out other emergency management activities as directed by the SEMC or prescribed by the regulations.*

1.0 OPENING AND WELCOME

Shire President Len Armstrong declared the meeting open at 1.00pm and read the Acknowledgement of Country;

"I would like to begin by acknowledging the Traditional Custodians of the land on which we meet today, and pay my respect to their Elders past, present and emerging. I extend that respect to Aboriginal and Torres Strait Islander people here today."

2.0 ATTENDANCE AND APOLOGIES

Attendees:

Name	Role	Agency
Len Armstrong	President	Shire of Lake Grace
Alan George	CEO	Shire of Lake Grace
Aimee Turnbull	Community Economic Development Officer	Shire of Lake Grace
Michael Phillips (via TEAMS)		Department of Communities
Fred Steer		Main Roads
Peter Stoffberg	Community Member	Lake Grace Roadhouse
Lisa Pearce	HSM	Lake Grace Hospital
Kerriane Mills	Principal	Lake Grace District High School
Judy Garlick	Principal	Newdegate Primary School
Wade Bambling	Officer In Charge	WA Police Lake Grace
Debrah Clarke	Councillor	Shire of Lake Grace
Ross Chappell	Volunteer	St John WA Lake Grace
Barry Grady	Community Paramedic	St John WA

Apologies:

Name	Role	Agency
Lois Dickens	Volunteer	St John WA Lake Grace
Colin Dunkeld	Community Member	Newdegate Stock & Trading
Blake Halford		DFES
Mitchell Davies		DFES
Brett Dew		Western Power
Gavin Stevens		DFES
Charlotte Powis		DFES
Suzanne Reeves	Manager	Lake Grace CRC

Minute Taker: Kylie Armanasco

3.0 DISCLOSURE OF INTERESTS

Nil

4.0 GUEST PRESENTATIONS

Nil

5.0 CONFIRMATION OF MINUTES

RECOMMENDATION / RESOLUTION

Moved: Aimee Turnbull

Seconded: Peter Stoffberg

That the Minutes of the Local Emergency Management Committee Meeting held on 14 March 2024 be confirmed as a true record of proceedings

CARRIED

6.0 REVIEW OF ACTION LIST AND BUSINESS ARISING

	ACTION	RESPONSIBILITY	STATUS
GENERATORS	Source four generators for the following locations: Shire Office Lake Grace Town Hall Lake Grace Pavilion Doctor's Surgery	Shire administration	On order
EVACUATION CENTRES	Lake Grace Pavilion & Newdegate Pavilion have been assessed by Department of Communities for suitability Add the Newdegate Pavilion and Lake Grace Pavilion to Evacuation Centre mapping system.	Department of Communities	Ongoing
	Source grant funding to enable evacuation centres to be properly equipped.	Shire administration	Application in process
COMMUNICATIONS	Shire wi-fi network has been updated and linked with the Visitors Centre. There is now improved free community wi-fi.	Shire administration	Complete
	Investigate purchase of extra 2-way radios	Shire administration	Ongoing
	Investigate purchase of Starlink to enable communications when Telstra network fails.	Shire administration	Complete
CAM-LOCKS ON APPLIANCES	Ensure all fire trucks have appropriate adaptors to be able to draw water and be filled from camlock fittings.	CESM	Ongoing
LOCAL EMERGENCY MANAGEMENT ARRANGEMENTS	Update LEMA and educate on best practice for large incidents.	Shire administration CESM	Ongoing
PPE & TRAINING	Shire to issue PPC/E to active members and complete appropriate training based on hazards.	CESM	PPE in stock

INCIDENT MANAGEMENT TRAINING	FCO training on incident management	CESM	
LOCAL RECOVERY PLAN	Review and update Local Recovery Plan	Shire administration Local Recovery Coordinator CESM	Ongoing
RISK REGISTER	Update Risk Register	Shire administration CESM	Ongoing

7.0 CORRESPONDENCE

DFES report attached

8.0 REVIEW OF LEMC MEMBERSHIP AND CONTACT LIST UPDATES

Barry Grady leaving Lake Grace, new Community Paramedic to begin end of May.

Michael Phillips request to be included in the LEMC Committee on behalf of Department of Communities

9.0 LOCAL EMERGENCY MANAGEMENT (STANDING ITEMS)

9.1 POST INCIDENT REPORTS

Discussion and note any outcomes to be actioned

Nil

9.2 POST EXERCISE REPORTS

Discussion and note any outcomes to be actioned

Nil

9.3 EXERCISE

Discuss objectives (what needs to be achieved) and dates.

Ongoing

9.4 REVIEW LOCAL EMERGENCY MANAGEMENT ARRANGEMENTS

Updates as required.

Ongoing

9.5 RISK MANAGEMENT UPDATE

Monitor and review, emerging risks, mitigation.

Ongoing

9.6 REVIEW LEMC BUSINESS PLAN

Monitor progress.

Ongoing

9.7 Agenda Items

9.7.1 Review of LEMC Business Plan

On hold as we await a new CESM

10.0 AGENCY/MEMBER REPORTS

10.1 Main Roads

Fred Steer discussed the Dumbleyung to Lake Grace road works that have been happening since February, he reports that they should be finished shortly but Main Roads will continue to improve the roads over the coming years. In relation to emergency management Main Roads have crews available in Narrogin ready to assist with Traffic Management, they just need notice as early as possible to get crews together in a timely manner to be of assistance.

10.2 Lake Grace Police

Wade Bambling attended his 1st LEMC committee meeting today and advised that the Lake Grace Police Station is at full capacity with a 3rd Police officer undergoing the necessary training. Not much to report in relation to incidents since last meeting. At times of emergency where power is down, Wade said the station would require assistance to provide the Police Station with a generator. When asked about any update for the station when communications are down, he unfortunately said no but will follow up and would rely on the towns Starlink in the meantime.

10.3 St John Ambulance - Lake Grace

Ross Chappell reported that the ambulance has plenty of drivers however is light on EMT's for patient care, the few that are left when in need at times are unavailable. They have received 2 updated ambulance vehicles from the metro region which allows better care due to fitment of newer equipment compared to what the old vehicles had.

10.4 Lake Grace Bush Fire Brigade

FCO Ross Chappell informed the committee that the restricted fire season is now over and that he handed back the loan fire truck a few weeks ago. It was of good use while in town and they attended a few callouts. New PPE is coming out and new helmets are in stock for the FCO's, Chief and Deputy Chief.

10.5 Community Paramedic - Lake Grace

Barry Grady mentioned that training is progressing with 3 new volunteers to join the 16 active members and nothing major to report in the last 6 months. Barry informed the committee that this would be his last LEMC meeting as he is departing Lake Grace and is on the move to work in Bremer Bay but there is a new paramedic, Michelle, starting in a few weeks.

10.6 Lake Grace District High School

Principal Kerriane Mills advised that since the last meeting of attendance that the school hadn't yet done an evacuation practice but it is on the to do list. The student councilors are still learning how to ring the school siren properly and apologised for the accidental 3 siren ring the previous week of which may have caused alarm. Kerriane also shared that the school is trying to be more community minded, both within the school and out within the community.

10.7 CBH Group Lake Grace

Harold Main didn't have much to report, but mentioned that they will be putting together a list of resources available to the community at times of emergency, as they have more than generators that can be of use.

10.8 Lake Grace Hospital

Lisa Pearce shared that the hospital has been very busy this year with a few traumas, they have the new doctor there and the hospital is currently full with 7 patients admitted. Staff wise, the hospital is doing ok however at times they have had to use an agency. WACHS is looking to install Starlink and an aerial on the hospital roof to allow satellite phone usage within the hospital. At times of emergency Lisa advised that the hospital can provide help with access to power, water and kitchen facilities.

10.9 Shire of Lake Grace – Community

Community Economic Development Officer Aimee Turnbull shared with the committee that the Shire currently has a grant application in for Emergency Relief Funding to provide generators for the Lake Grace and Newdegate Pavilions, which are the allocated Shire Evacuation Centres. Aimee commented to Michael Phillips from the Department of Communities who was attending via TEAMS about reviewing the capacities for the evacuation centres.

10.10 Department of Communities

Michael Phillips discussed doing an audit of the regional evacuation centres and was unsure as to why the Shire of Lake Grace has no evacuation centres recorded or in place. Michael would like to organise with the shire to view the proposed locations and do some training with the staff for when an evacuation centre is declared.

11.0 GENERAL BUSINESS

11.1 Shire of Lake Grace

CEO Alan George advised the committee that there will be interviewing for a new CESM in the coming weeks, there was 2 applicants with a late 3rd application. The Shire of Lake Grace is in the process of constructing 2 new dwellings for WACHS to house nurses, the land is being cleared and WACHS have been informed to prepare the leases.

12.0 NEXT MEETING

LEMC calendar

Date	Activity	Venue
Thursday 8 August 2024	LEMC Meeting	Shire of Lake Grace Council Chambers
Thursday 31 October 2024	LEMC Meeting	Shire of Lake Grace Council Chambers

13.0 MEETING CLOSURE

Shire President Len Armstrong declared the meeting closed at 1:47pm

14.0 CERTIFICATION

I, _____, certify that the minutes of the LEMC meeting held on 9 May 2024 as shown were confirmed as a true record of that meeting.

Signature

Date



Lake Grace LEMC Report

09 May 2024

STORM PREPAREDNESS CAMPAIGN LAUNCHING

Individuals who proactively prepare for severe storms are more likely to protect themselves, their families, their pets, and their homes from harm. During a storm, your property may be compromised and become unsafe. If emergency repairs are necessary to secure your home—like addressing significant roof damage or flooding—contact the State Emergency Service at 132 500 for assistance.

Storms are the most prevalent natural hazard in Australia and can strike at any time throughout the year. They vary in intensity, sometimes causing minimal effects and at other times posing serious threats to communities. It's crucial for Western Australians to heed severe weather warnings and take appropriate measures to ensure their safety and that of their families.

Severe storms pose serious risks, potentially leading to environmental damage, infrastructure destruction, and even personal injuries or fatalities. Common storm-related hazards include damaging winds, flash flooding, lightning, and hail, which can harm homes, vehicles, roads, and vegetation, and disrupt critical services such as electricity, water, and gas. Storm warnings and alerts, which help keep the community safe from these dangers, are available on <https://www.emergency.wa.gov.au/>

Property Preparation Tips:

- Trim branches and trees near structures and power lines to prevent damage.
- Consider hiring a professional to clear trees from power lines if necessary.
- Ensure gutters are clean to allow free drainage.
- Inspect roof tiles and cladding for looseness to prevent leaks and reduce the risk of debris during storms.
- Regularly check the fastenings, joints, and bolts on structures like carports and patios to ensure they are secure and rust-free.
- Verify that your home, contents, and vehicle insurance policies are up to date.
- If flash flooding is a concern in your area, follow the advised flood preparation steps.
- The responsibility of preparing your home and family for storms lies with you. For additional safety tips, watch this helpful video: Keeping Safe in a Storm.

👉 More information: <https://www.dfes.wa.gov.au/hazard-information/storm/prepare>

Recent incidents within the Region

There have been a number of recent incidents within the region for note of the LEMC and consideration to agency response and preparedness.

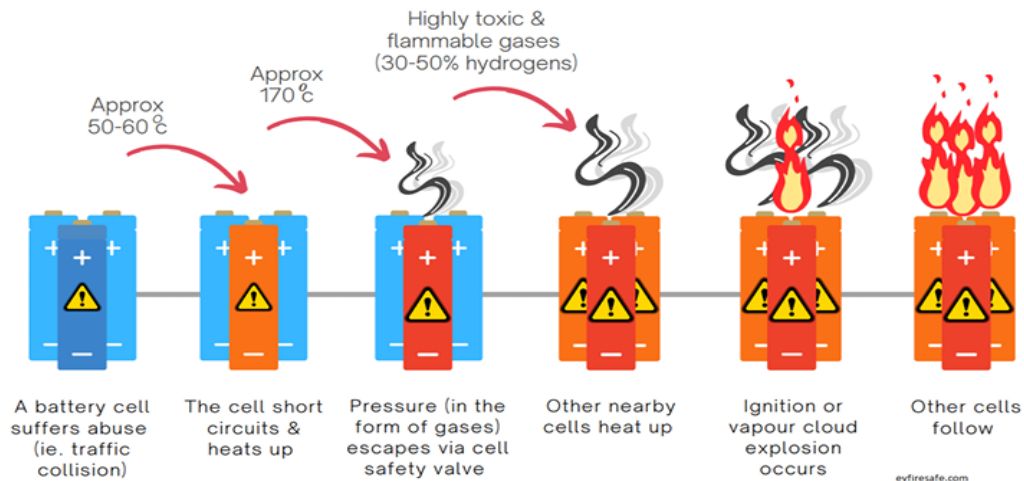
- **Severe Weather Event** – as discussed previously the need for alternate communications and power options is essential.
- **Structure fires** of which we have had two concerns;
 - Fires lit for the first time of the year (working smoke alarms are essential)



Lake Grace LEMC Report

09 May 2024

- Li-ion batteries both involved in fires and as a source of due to Thermal runaway. Thermal runaway is when the Li-ion cell enters an uncontrollable, self-heating state and is one of the primary risks related to Li-ion batteries. See diagram below for example:



Another great source of information for agencies to this hazard is: <https://www.evfiresafe.com/>

- **Road Crash** – with changing weather and conditions. We support WAPOL in this Hazard but it is significant on our training calendar with RCR courses running in nearby towns and a full complement of crew available at Lake Grace VFRS. Being conscious though like all volunteer groups daytime availability and the distance for back up units to arrive present challenges.

Upcoming Events

Newdegate Field Day Sept 2024: Partnering with the Shire of Lake Grace Display from a community preparedness perspective but aware of the influx of roadway movements.

CESM – Following Matt's promotion I am involved with the shires in interviews for this role and we have some strong applicants that I look forward to you all meeting one of next meeting.

I am currently covering District Officer Narrogin and Blake Halford is backfilling my role. He is contactable on the usual AOEast@dfes.wa.gov.au email, his mobile number is 0447 904 867

Many thanks,

Gavin Stevens
Area Officer Narrogin East