



Local Emergency Management Committee Meeting

Minutes

Monday 11 May 2020

1.00pm

By Teleconference

PRESENTATION FROM TELSTRA AND WESTERN POWER

Presentation from Telstra and Western Power on power and telecommunication problems experienced over summer period.

1.0 NAME

The Committee shall be known as the Corrigin Local Emergency Management Committee ('Committee').

2.0 ROLE OF THE COMMITTEE

To assist the Local Emergency Coordinators (Officers in Charge of the Corrigin Police District) to develop and maintain effective emergency management arrangements for the Shire of Corrigin.

3.0 OBJECTIVES OF THE COMMITTEE

- To advise and assist the Shire of Corrigin in ensuring that local emergency management arrangements are established for its district.
- To liaise with public authorities and other persons in the development, review and testing of local emergency management arrangements.
- To assist with the preparation and approval of the Corrigin Local Emergency Management Plan and submit such plans to the Office of Emergency Management (OEM) for approval.
- To review at least annually the Corrigin Local Emergency Management Plan.
- To assist in the preparation of emergency management operating procedures for application in the Shire of Corrigin.
- To ensure appropriate testing and exercising of the local emergency management plan.
- To prepare an annual report of the activities of the Committee for submission to the OEM.
- To provide assistance to the Local Emergency Coordinators and Lead Combat Authorities during emergency management operations.
- To carry out such other emergency management functions as directed by OEM.

4.0 MEMBERSHIP

The Council appoints to the Committee those ex-officio representatives whose titles appear below. Membership of the Committee shall, unless otherwise specified, be for a term ceasing at the date of the Local Government election in the year the Shire's local government elections are held, after which time the Council may appoint members for a further term.

Membership of the Committee shall be:

- The President of the Shire of Corrigin
- Deputy Shire President
- The Officer in Charge of the Corrigin Police District or delegate(s)
- The Officer in Charge of the Fire and Rescue Service in Corrigin or their delegates
- The Shire's Chief Bush Fire Control Officer
- The SES Area Manager or delegate
- The Officers in Charge of the St John Ambulance District of Corrigin or delegate
- A health representative from the Corrigin Hospital
- An officer from the Department for Child Protection and Family Support
- Representatives from other agencies as required

5.0 MEETING PROCEEDINGS

Each meeting of the LEMC should consider, but not be restricted to, the following matters, as appropriate:

- **Every meeting:**
 - Confirmation of local emergency management arrangements contacts details and key holders;
 - Review of any post-incident reports and post exercise reports generated since last meeting;
 - Progress of emergency risk management process;
 - Progress of treatment strategies arising from emergency risk management process;
 - Progress of development or review of local emergency management arrangements; and
 - Other matters determined by the local government.

- **First quarter:**
 - Development and approval of next financial year LEMC exercise schedule (to be forwarded to relevant DEMC);
 - Begin developing annual business plan.

- **Second quarter:**
 - Preparation of LEMC annual report (to be forwarded to relevant DEMC for inclusion in the SEMC annual report);
 - Finalisation and approval of annual business plan.

- **Third quarter:**
 - Identify emergency management projects for possible grant funding.

- **Fourth quarter:**
 - National and State funding nominations.

PRESENTATION FROM TELSTRA

Presentation from Telstra on telecommunication problems experienced over summer period. Mr Boyd Brown explained the issues that occurred with the outages in November 2019 and early 2020 and the findings they came across when solving the problems. Mr Brown explained the how outages tend to happen in Corrigin and how they plan to work with Western Power to minimise outages in the future.

1. DECLARATION OF OPENING

Chairperson, Cr Des Hickey opened the meeting at 1.44pm.

2. ATTENDANCE AND APOLOGIES

Shire President	Cr. D Hickey
Deputy Shire President	Cr. M Weguelin
Chief Executive Officer	N A Manton
Executive Support Officer	K Biglin
Corrigin Volunteer Fire and Rescue	D Di Fulvio
Chair St John Ambulance	G Dawson
Health Services Manager, Corrigin District Hospital	L Reed
Deputy Recovery Officer	L Baker
Dept of Primary Industries and Regional Development	A Lacey
Road Safety Advisor, Wheatbelt South – WALGA	R Thornton
Telstra	B Brown

Apologies

Sergeant, Corrigin Police C Morgan

No Response

DFES, District Emergency Management Advisor	A Smith
DFES Area Officer, Narrogin East	G Hansen
Chief Bush Fire Control Officer	G Evans
St John Ambulance, Community paramedic	L Evans
Principal, Corrigin District High School	H Prance
Department of Communities	J Spadaccini

3. MINUTES OF PREVIOUS MEETING

Minutes of the LEMC meeting held on 10 February 2020 (Attachment 1).

Moved: L Baker Seconded: Cr Weguelin

That the minutes of the Shire of Corrigin Local Emergency Management Committee meeting held on Monday 10 February 2020 be confirmed as a true and accurate record.

Carried

4. REVIEW OF LEMC DOCUMENTS

Confirmation of local emergency management arrangements contact details and key holders.

5. REVIEW OF INCIDENTS AND EXERCISES

Review of any post-incident reports and post exercise reports generated since last meeting.

5.1 Incidents COVID-19

Weekly COVID-19 LEMC meetings have been held since 30 March 2020

5.2 Exercises

COVID-19 pandemic provided a real life experience of assessing, reacting, managing and planning for the recovery of an emergency situation.

The Shire of Corrigin has reviewed and revised the COVID-19 Business Continuity Plan and Communication Plan.

Agencies have responded to emergency service and public health advice, notices and directions from government and public health authorities.

6. DEVELOPMENT OF FUTURE EXERCISES

Possible exercises could include:

- Repeat of radio communications exercise
- RFDS Patient transfer if large fire in Corrigin Reserve or if lights were to fail on the airstrip.
- Interruption to critical water supplies
- Outbreak of COVID-19.

7. REPORTS TO STATE EMERGENCY MANAGEMENT COMMITTEE

Letter from Chair State Emergency Management Committee (SEMC) indicated that the SEMC resolved that:

- There will be no consequences for LEMCs that don't submit an annual report.
- No annual reports are required from DEMC's, Subcommittees or Reference Groups. The Chairs and Executive Officers, will however, be required to approve relevant draft content for inclusion in the SEMC annual report.
- The SEMC will submit an annual report, albeit in a reduced format.

8. IDENTIFY EMERGENCY MANAGEMENT PROJECTS

9. FUNDING

9.1 Airstrip Lighting Upgrade

The Shire of Corrigin commenced an application for the Regional Airstrip Upgrade Program to replace the airstrip lights with LED lights to the full length of the strip and upgrade the radio control system for pilots to turn the lights on.

In order to make the airstrip lights with current standards new cabling would need to be installed along the length of the airstrip at a cost of \$250,000.

A second funding is expected to open in May 2020 but as yet no information on the dates as yet.

9.2 Drought Funding

Projects for drought funding is still being finalised but is expected to include a project on improving storage of underground water which would be available in case of an emergency.

10. OTHER MATTERS

10.1 Corona Virus

The following information has been provided by the Department of Health in relation to the Corona Virus:

Flu Vaccination Campaign

It is more important than ever to be vaccinated this year – especially if the influenza season overlaps with more COVID-19 cases. Further information can be found at https://healthywa.wa.gov.au/Articles/F_I/Flu-influenza

G2G Pass

State of Emergency has been declared for the whole of Western Australia (WA) and a number of Directions restricting the ability of a person to travel into and within WA have been given by the State Emergency Coordinator.

The G2G PASS is an initiative of the Western Australia Police Force (WA Police) in response to these Directions.

To get the App visit:

<https://www.g2gpass.com.au/initiative>

COVIDSafe App

The COVIDSafe App speeds up contacting people exposed to coronavirus (COVID-19). The new COVIDSafe App is completely voluntary and helps state and territory health officials to quickly contact people who may have been exposed to COVID-19. Downloading the app is something you can do to protect you, your family and friends and save the lives of other Australians. The more Australians connect to the COVIDSafe App, the quicker the virus can be detected.

For further information regarding the App visit:

<https://www.health.gov.au/resources/apps-and-tools/covidsafe-app>

11. REPORTS

Department of Communities

NIL

Department of Primary Industries and Regional Development

No further developments since last meeting

Wheatbelt South WALGA – Road Safety

Rodney Thornton WALGA Roadwise reported that there has been 30 regional fatalities this year with 9 being from the Wheatbelt.

DFES

NIL

Corrigin Police

NIL

St John Ambulance

No further developments since last meeting

Corrigin District Hospital

Outlined how the hospital would handle situation if multiple COVID-19 patients were identified in Corrigin.

Corrigin Volunteer Fire and Rescue

No further developments since last meeting

Chief Bush Fire Control Officer

NIL

Corrigin District High School

NIL

Shire of Corrigin

- Discussions around re-opening our facilities and recovery phase.
- Staff back in the office.
- Will continue to monitor the virus and promote the restrictions in place.

Recovery Officer

NIL

Deputy Recovery Officer

NIL

12. NEXT MEETING

Next Special COVID-19 LEMC Meeting 8 June 2020 at 1.00pm.

The next meeting will be Monday 10 August 2020 at 1.00pm.

Meeting dates for 2020 are as follows.

- Monday 9 November 2020 at 1.00pm

13. MEETING CLOSURE

The Shire President, Cr Des Hickey closed the meeting at 2.06pm