



Shire of Northam
Heritage, Commerce and Lifestyle

Shire of Northam

Minutes

Local Emergency Management Committee

01 December 2022

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Contents

1.	DECLARATION OF OPENING.....	4
2.	ACKNOWLEDGEMENT TO COUNTRY.....	4
3.	ATTENDANCE.....	4
3.1	APOLOGIES.....	4
3.2	APPROVED LEAVE OF ABSENCE.....	5
3.3	ABSENT.....	5
4.	DISCLOSURE OF INTERESTS.....	5
5.	CONFIRMATION OF MINUTES.....	6
5.1	COMMITTEE MEETING HELD ON 02 JUNE 2022.....	6
6.	COMMITTEE REPORTS.....	7
6.1	AGENCY REPORTS AND ISG ACTIVATIONS.....	7
6.2	LEMC EXERCISE.....	16
6.3	UPDATES / ITEMS FOR DISCUSSION FROM MEMBERS.....	40
6.3.1	Shire of Northam CESH Introduction.....	40
6.3.2	Purpose of LEMC.....	40
6.4	CORRESPONDENCE.....	41
7.	MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN.....	41
8.	URGENT BUSINESS APPROVED BY DECISION.....	41
9.	SCHEDULED MEETINGS.....	41
10.	DECLARATION OF CLOSURE.....	41

1. DECLARATION OF OPENING

Presiding Member, Cr C R Antonio declared the meeting open at 3.20pm.

2. ACKNOWLEDGEMENT TO COUNTRY

The Shire of Northam would like to acknowledge the Traditional Owners of the land on which we meet, the Ballardong and Whadjuk people of the Nyoongar nation and pay our respects to Elders, past, present and emerging.

3. ATTENDANCE

Voting Members:

Shire of Northam President	Chris Antonio
Shire of Northam Local Recovery Coordinator / Executive Manager Corporate Services	Colin Young
Community Emergency Services Manager (Executive Officer)	Alex Espey
Dept. of Fire and Emergency Service (Proxy)	Ash Smith
WA Police, Northam (Local Emergency Coordinator)	Martin Glynn

Non-voting Members:

Northam Bushfire Brigades (CBFCO)	Kris Brown
Department of Education	Shane Wynne
Dept. Parks and Wildlife – Perth Hills	Sonya Vlaar
Northam State Emergency Service	Cheryl Greenough
Water Corporation	Stuart Burnett
Dept. of Primary Industries & Regional Development	Jeff Russell
CEO	Jason Whiteaker
Acting Executive Manager Development Services	Jacky Jurmann
Acting Governance Officer	Tamika Van Beek

Gallery:

Dept. of Fire and Emergency Service	Andrae Moore
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3.1 APOLOGIES

Voting Members:

Dept. of Fire and Emergency Service	Drew Graham
WA Police, Northam (Local Emergency Coordinator)	Ross Eastman
WA Police, Wundowie (Local Emergency Coordinator)	Aaron Honey
Dept. of Communities – Emergency Services Unit	Jo Spadaccini

Non-voting Members:

Australian Defence Force
Australian Border Force
Main Roads WA Wheatbelt
Bushfire Brigades (CBFCO)
Dept. of Fire and Emergency Service
Silver Chain

David Wilson
Sharan Brown
Gren Putland
Chris Marris
Yvette Grigg
Dara Sagar

3.2 APPROVED LEAVE OF ABSENCE

Nil.

3.3 ABSENT

Voting Members:

Northam Regional Hospital

Jennifer Lee

Non-voting Members:

Northam Airport
Arc Infrastructure
Dept. of Communities - Housing
Fire & Rescue Northam
Fire & Rescue Wundowie
Aged Care (Juniper)
Public Health Nurse
Red Cross
SEMC Secretariat
Yongah Hill (SERCO)
St John Ambulance
Western Power
Dept. Parks and Wildlife – Wheatbelt
Salvation Army

Errol Croft
Clinton Lobb
Damian Cunnane
TBC
Jeffrey Roberts
Tony Carter
Anne Foyer
Erin Fuery
Yvette Grigg
Geoffrey Pitout
Matthew Guile
Brian Smith
Graeme Keals
Andrew Lee

4. DISCLOSURE OF INTERESTS

Members should fill in Disclosure of Interest forms for items in which they have a financial, proximity or impartiality interest and forward these to the Presiding Member before the meeting commences.

*As defined in section 5.60A of the Local Government Act 1995, a **financial interest** occurs where a Councillor / Committee Member, or a person with whom the Councillor / Committee Member is closely associated, has a direct or indirect financial interest in the matter. That is, the person stands to make a financial gain or loss from the decision, either now or at some time in the future.*

As defined in section 5.61 of the Local Government Act 1995, an **indirect financial** interest includes a reference to a financial relationship between that person and another person who requires a Local Government decision in relation to the matter.

As defined in section 5.60B of the Local Government Act 1995, a person has a **proximity interest** in a matter if the matter concerns a proposed change to a planning scheme affecting land that adjoins the person's land; or a proposed change to the zoning or use of land that adjoins the person's land; or a proposed development (as defined in section 5.63(5)) of land that adjoins the person's land.

As defined in 34C of the Local Government (Administration) Regulations 1996, an **impartiality interest** means an interest that could, or could reasonably be perceived to, adversely affect the impartiality of the person having the interest and includes an interest arising from kinship, friendship or membership of an association.

Item Name	Item No.	Name	Type of Interest	Nature of Interest

5. CONFIRMATION OF MINUTES

5.1 COMMITTEE MEETING HELD ON 02 JUNE 2022

RECOMMENDATION / COMMITTEE DECISION

Minute No: LEMC.53

Moved: Mr Alex Espey

Seconded: Mr C Antonio

That the minutes of the Local Emergency Management Committee meeting held on 02 June 2022 be confirmed as a true and correct record of that meeting.

CARRIED 5/0

6. COMMITTEE REPORTS

6.1 AGENCY REPORTS AND ISG ACTIVATIONS

For the committee to receive reports from agencies and discuss any issues on any emergencies that occurred since the previous meeting held on 02 June 2022. Agencies listed may include: Shire of Northam Bush Fire Brigades, Northam SES, Northam Police, Wundowie Police, DFES, and Northam Hospital.

Attachments:

Attachment 1: Department of Primary Industries and Regional Development Report – 05 July 2022

Attachment 2: Department of Primary Industries and Regional Development Report – 03 October 2022

Attachment 3: Wheatbelt District Advisory Report – November/December 2022

Department of Education:

- As on the start of 2023 Mandatory Cleaning will return to normal pre-COVID-19 cleaning.

Northam Bushfire Brigades:

- Only minor bushfire management has been necessary so far. Have not had to call in DFES support yet.

SES:

- It has been reasonably quiet so far.
- The SES have attended the Dumbarton Fires with the Incident Control Vehicle. And the Goomalling fire to assist with feeding the firefighters.
- Four SES members flew over to the Eastern States to assist with the flood efforts.
- The SES hold training on Mondays – they will be having a 3 week break from training from 14 December 2022 to 14 January 2023. They will still be available to attend incidents.
- The Co-location centre has now been completed – SES, Central Brigade, Incident Control Vehicle & Cadets are located there.

DFES:

- DFES are gearing up for the fire season.
- Most aviation resources are online as of today.
- Crews are already assisting with support through fires.

- There was a risk of severe fires yesterday due to the heat and winds that didn't eventuate.
- Staff Resources – Northam DFES are fully staffed minus 1. But have the ability to pull staff from Perth if needed.

Shire of Northam:

- The new CESM officer is looking to moving forward in the future and is committed to further developing the LEMC to be a better asset to the community.

Department of Parks and Wildlife:

- Nothing of significance to report.

Water Corporation:

- The Water Corporation are currently ramping up show water for fire hydrants, Prioritising the hydrants around major assets i.e. hospitals and schools.
- Have a centrally located bush fire mitigation team run by the emergency management team.
- They have implemented the use of Snap send solve, so the community can easily report incidents/problems and attach photos to the reports. The more information available the better.

WA Police:

- Significant changes to staffing, Ross Eastman is the new incident controller, Martin Glynn has recently moved in to his position and Aaron Honey will be starting in the Wundowie area soon.
- WA Police have recently been engaged with DFES in various exercises with positive outcomes.
- A Road safety program is running at the moment, with a focus on major crashes. There is a major concern regarding heavy haulage and movements in the area and the likely risk of incidents.

Attachment 1 – Department of Primary Industries and Regional Development Report – 05 July 2022



Agency Name:	Department of Primary Industries and Regional Development (DPIRD)		Date: 05/07/2022
Report prepared by:	Helen Kent	Position:	Emergency Preparedness Coordinator – Incident & Emergency Management Branch
Situation Report:			
<ol style="list-style-type: none"> 1. Declared incidents – DPIRD is managing: <ul style="list-style-type: none"> • 7 plant pest/disease Level 1 & 2 Incidents • 0 animal pest/disease Incidents 2. State alerts and investigations – DPIRD currently investigating a further 3 pests and diseases. 3. National alerts & investigations - DPIRD and other State jurisdictions continue to monitor reported outbreaks of African Swine Fever – Republic of Korea, Thailand, Vietnam, Malaysia Philippines and India, Lumpy Skin Disease – Vietnam, Thailand, Malaysia and Indonesia, and Foot and Mouth Disease – Indonesia, noting that there is no known incidence of the three in Australia currently. 4. Severe Tropical Cyclone Seroja (Recovery) – DPIRD's Rural Business Develop Unit continues to administer reimbursement grants (Commonwealth funding) and assist growers through the process where required. 5. COVID 19 – DPIRD continues to support COVID awareness activities in accordance with Department of Health advices. 6. DPIRD District Recovery Coordinator (Rob Cossart) continues to support communities recovering from the aftermath of the catastrophic bushfires experienced in early February in the Southwest Land Division. 			
Issues:			
No issues to report			

Incident and Emergency Management

The **Department of Primary Industries and Regional Development (DPIRD)** plays a crucial role in emergency management to safeguard Western Australia's primary industries and regions, and support their growth by preventing and minimising the impact of incidents

DPIRD's role is as the **Hazard Management Agency (HMA)** for animal and plant biosecurity, as well as managing risk in other areas in relation to animal welfare, marine and fish pest incidents. The department also has responsibility for providing support services to other Hazard Management Agencies. This includes:

- coordinating responses to animal welfare during natural disasters and severe weather events such as cyclones or bushfires;
- assisting with fish pest events;
- rapid assessment of natural disaster impacts on primary industries where the affected sector specific skills, experience or expertise resides within the department; and
- assisting, within DPIRD's capabilities and portfolio, affected primary industries and regions to recover from the consequences of an emergency including by supporting DFES in managing grants as part of the Disaster Recovery Funding Arrangements WA (DRFAWA).

Attachment 2 – Department of Primary Industries and Regional Development Report – 03 October 2022



Department of
**Primary Industries and
Regional Development**

Agency Name:	Department of Primary Industries and Regional Development		Date: 3 October 2022
Report prepared by:	Helen Kent	Position:	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>Plant pest / disease incidents include Polyphagous shot-hole borer in the Perth metropolitan area.</p> <p>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 is 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>			

<p>2. State alerts and investigations DPIRD is currently investigating a further two (2) 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 – FAO situation update in Asia and Pacific dated 15 September 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. <p>Link to information about African Swine Fever: https://www.fao.org/animal-health/situation-updates/asf-in-asia-pacific/en</p> <ul style="list-style-type: none">• 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>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)</p> <p>Information is also available on the DPIRD website: Foot-and-mouth disease: prevention and preparedness Agriculture and Food</p> <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.</p> <p>5. COVID 19 DPIRD:</p> <ul style="list-style-type: none">• continues to monitor information from the Department of Health• communicates to staff regarding the management of COVID in the workplace <p>6. Southwest Land Division Fires:</p> <ul style="list-style-type: none">• 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 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.

Attachment 3 – Wheatbelt District Advisory Report – November/December 2022



Wheatbelt District Advisor Report November / December 2022

LEMA Review

Thank you to all Local Governments who took the time to participate in the LEMA review workshops. They were well supported across the state and the team are now preparing their recommendations report based on the feedback. The plan is to test some new approaches early in 2023 and produce a final implementation plan by mid-2023. Just a reminder, this in no way affects the legislated requirement for you to review your plan every 5 years, so meanwhile, please ensure your plan is current. If you have any questions please don't hesitate to give me a call.

District Recovery Coordination Group (DRCG) - Trial

Rob Cossart the Chair of the DRCG (for the Shackleton Fires Complex and the Norseman East Fires) has called a meeting for the 16 November 2022 to ensure local government issues have been addressed and assess the pros and cons of district level recovery. I will ensure findings are shared with you as soon as they are to hand.

SEMC Website

The SEMC website has changed locations. It has been brought under the WA government banner and is now available under the [WA.gov.au](https://www.wa.gov.au) website.

The direct link is <https://www.wa.gov.au/organisation/state-emergency-management-committee>

All of the state arrangements (plans, policies procedures and guidelines), grant and funding details as well as information on current projects are available at this new location.

While every effort has been made to ensure that the old website links to the new for the short term at least, this does not always operate well. There has been some issues with links embedded within documents not working. Please let me know if you have any difficulties.

Emergency Management Grants Programme for the next few years

Year	2023-24		2024-25	
Program	NDRR	AWARE	NDRR	AWARE
Round Open	24 April 2023	16 August 2023	25 April 2024	16 August 2024
Round Close	29 May 2023	20 September 2023	29 May 2024	20 September 2024
Assessment	3 July 2023	24 October 2023	3 July 2024	25 October 2024
Anticipated announcement	September 2023	January 2024	September 2024	January 2025



Preparedness for the upcoming summer season

- Contacts lists updated, including holiday rosters. 24/7 contact details.
- LEMA including recovery plan is updated, read and understood by key personnel.
- Recovery coordinator and key personnel are aware of the National principles for disaster recovery.
- Welfare plans and caches/equipment checked.
- Plans printed and/or loaded onto thumb drives for ease of access.

Community Preparedness

A few ideas to share with your communities in regard to the forthcoming fire season...

Prepare your bushfire plan

Dangerous bushfires can start at any time. It's important to understand your risks and plan what you'll do to keep safe when a bushfire threatens your home and family.

One of the most critical things you can do is to make a bushfire plan. Take 5 minutes now to discuss these simple questions.

- When will you leave?
- What will you take?
- Where will you go?

It could save your life. **Start your plan now.** <https://mybushfireplan.wa.gov.au/>

Check bushfire location information in MyFireWatch.

MyFireWatch's intended audience is community-based users, particularly in remote and regional areas of Australia.

It provides useful map layers to assist people in the preparation and response to fire threats in their vicinity.

<https://myfirewatch.landgate.wa.gov.au/>

Yvette Grigg – Wheatbelt District EM Advisor

November 2022.

6.2 LEMC EXERCISE

The regional LEMC exercise was held at the Northam Recreation Centre on 1 September 2022.

It is proposed to share the outcomes from the exercise, complete the brief scenario from the workbook and then complete the recovery component to build an up-to-date robust contact and resources register.

Attachments:

Attachment 1: Report – Avon Emergency Management Workshop/Exercise

Attachment 2: Participants Workbook – Avon Emergency Management Exercise

Attachment 3: Contacts List

Discussion:

- No further discussion held regarding Report or Attachments 1 & 2.
- Agencies are to correspond with the Shire regarding current contacts for the contacts list to be updated and distributed at a later date.

Outcomes:

- Agencies to review Part 8 – Contacts and Resources of the LEMA and provide up-to-date contact details. Contact details to also include those who would be available in an emergency.
- Shire to review Part 8 – Contacts and Resources of the LEMA to ensure that all relevant agencies and local service providers are included together with appropriate contact details.
- Revised Part 8 – Contacts and Resources of the LEMA to be reviewed and adopted at the next meeting for formal adoption by Council.

Attachment 1: Report – Avon Emergency Management Workshop/Exercise





Report - Avon EM Workshop & Exercise 1 September 2022



CONTENTS

1.	Executive summary.....	2
2.	Findings and opportunities.....	2
3.	The group think session	5
4.	The Exercise/case study	8
5.	Evaluation.....	12
6.	Attendees.....	Error! Bookmark not defined.



Report - Avon EM Workshop & Exercise 1 September 2022



1. EXECUTIVE SUMMARY

Overview.

The Avon Emergency Management Day held in Northam on 1 September 2022 was designed and facilitated to enhance understanding across Local Governments of the risks and impacts that could emerge as a result of our changing climate, and encourage local governments, agencies, and other organisations to begin considering how to build their communities' resilience and capabilities to better withstand these impacts.

The Wheatbelt DEMC recently endorsed a strategy of which one key priority was to assist strengthen relationships and coordination across organisations in the district by encouraging and supporting clustered activities such as this one.

A total of 55 participants attended from 6 local government areas and nearly all key agencies in the district were represented. (see attendance list at section 6 of this report)

A presentation was given outlining some of the anticipated climate trends that can be expected and identifying some expected risks and challenges.

The workshop members were then asked to undertake a "Group Think" to discuss a series of questions to identify what a changing climate might mean for the Wheatbelt, what a resilient community might look like and what the LEMCs role in this might be.

After this discussion an exercise was held. The scenario was based on the weather conditions and experiences that arose from the Shackleton Bushfires that occurred in February 2022.

Section 2 in this report captures outcomes in two ways, firstly facilitator observations have been listed under "findings" and key actions which participants wanted to see progressed have been identified as "opportunities".

Please see section 3 and 4 for detailed outcomes as presented by attendees on the day.

There will be a need for community members to take on much more seriously the idea of a "shared responsibility"

Shire of Toodyay

2. FINDINGS AND OPPORTUNITIES

Findings

1. There was a great deal of interest in the subject of this workshop as shown not only by the large numbers present but also by the high level of attendance from the senior staff, leaders, and agencies from the Wheatbelt district. Attendees actively participated in a number of interesting discussions and were keen to address some of the more complex issues and work together to develop solutions. The building of relationships between neighbouring Local governments and organisations



Report - Avon EM Workshop & Exercise 1 September 2022



together with the multi-agency approach to issues was considered by attendees to be very valuable.

2. Attendees worked together to paint a picture of what a changing climate could mean to their communities and built an excellent framework of what attributes a resilient community should have to limit these impacts. They also had proactive ideas as to how their LEMC could assist build more resilience. It would seem that it is not a lack of understanding that is impeding the Avon LEMCs from functioning well, but in most cases simply a lack of resources and prioritisation.

"A resilient community is a learning community"

CEO - Shire of York

3. Local Governments have a heavy reliance on CESMS in regard to Public Information and Initial actions. Very few local governments have formal processes, (particularly for 24/7 coverage) in regard to sharing weather and fire warnings with the wider community. Agencies appear to have more formalised processes.
4. The group emphasised the need to grow and maintain exceptional communication and coordination between all organisations to
 - o ensure lack of duplication of effort and resources.

- o Ensure good understanding of each agency's capabilities and limitations.
- o To coordinate effective delivery of all resources and services.

5. Local Governments were uncertain that MOUs with each other or their neighbours would be particularly helpful. In large incidents Wheatbelt LGs may be impacted themselves, and in general have very limited resources so would be unable to be of any real assistance, particularly in the medium to long term. They agreed that this is an area that needs to be explored further.

6. Communication during power outages remains a major issue and there is limited understanding and availability of contingencies, including radios, the STAND project and the unsuitability of town sirens.

Opportunities:

1. The Wheatbelt DEMA work with the SEMC project team who are reviewing the roles and functions of the LEMC and DEMC and share the outcomes of this workshop to provide background and guidance on the framework for the project.
2. The regional DFES office and Local Governments work together to develop a more robust process for communications of severe weather and warnings in the initial stages. Consideration could be given to standard Local Government email addresses such as "Communications Officers" as opposed to personal email addresses to ensure access 24/7.



Report - Avon EM Workshop & Exercise 1 September 2022



3. Contact lists be examined and further developed and enhanced with considerations to who will be contacted if they are required out of hours. LEMC and DEMC contact lists may benefit from two sets of numbers, one to contact the member and one for operational (24/7) purposes.
4. Examination of DEMC and LEMC memberships to ensure appropriate representation, including social services and industry and any other organisations who may be able to provide assistance in the form of resources, either people, machinery advice or funding.
5. DEMC and LEMCs continue to hold cross boundary multi-agency exercises and activities across all organisations in the district to grow and maintain exceptional communication and coordination across the district.
6. The Wheatbelt DEMC and DEMA to research funding opportunities to determine if there is any opportunity to provide district wide resources that could be utilised by any LGs requiring them, particularly during preparedness and recovery
7. Local governments continue to explore avenues (other than formal MOUs with neighbours) that could be used to provide extra resources and support to the local government before, during and after a major event.
8. Further work be done in identifying vulnerable members of the community. Vulnerable members be encouraged to develop evacuation plans with their friends and family. The LEMC to consider other options for evacuation of vulnerable community members.
9. All organisations look at contingency plans for communications failure due to power outages. Development of a simple communications plan itemising a variety of communications methods and any contingencies can be included in the LEMA.

Catastrophic Fire Danger Rating

*"If you are not ready to leave today –
you should be"*

Shire of Toodyay



Report - Avon EM Workshop & Exercise 1 September 2022



DETAILED OUTCOMES

3. THE GROUP THINK SESSION – RESILIENCE AND CAPABILITY IN A CHANGING CLIMATE

DFES superintendent Damien Pumphrey gave a presentation on the changing climate and possible risks and impacts that could be expected. After this a Group Think session was held. The following points were the key issues that participants noted from their discussions.

Q1. What does a changing climate mean for us?

It was generally agreed by members that the following impacts are likely;

- Longer hotter drier summers, creating longer and more severe fire seasons. This may mean that fires occur most months of the year. Farming practices will overlap more with high fire risk conditions, creating even further risk.
- Numbers of fires and duration of fires may increase. This may create a situation of nearly rolling incidents in fire prone conditions.
- Cyclones, storms and flood are likely to become more severe, with cyclones travelling further south more frequently as oceans warm.
- Water resources may be impacted.
- Drought and soil erosion are likely.

Q2. What impacts might occur and how will this affect our capabilities.

Members raised the following concerns in the face of these impacts.

- Coordination of firefighting resources and volunteers who will need to be available for longer periods will be vital to ensure health and safety of all fire fighters.
- The lack of a dedicated country fire service will hinder efforts to prepare and respond appropriately.
- More focus will need to be placed on prevention and preparedness, including funding. More funding to be spent on prevention and preparedness to assist reduce the impacts (and costs) of response and recovery.
- With the current shift in farming practices due to increasing technologies and the drying climate, there is a shift in population with the Wheatbelt demographic becoming older and often choosing to live further to the west of the District. This will pose further limits on the number of volunteers available.
- There may be an impact on the liveability of rural townships as services decline and incidents become more frequent.
- Health needs of residents during heatwaves and relentless dry and hot conditions will also have impacts on the health system.
- Residents and emergency service personnel may become so consumed with responding to the more common hazards, (fire, cyclone, flood storm) that



Report - Avon EM Workshop & Exercise 1 September 2022



- preparedness for the rarer hazards (earthquake, animal and plant disease, pandemic) will be difficult to resource.
- With the likelihood of concurrent events happening across the district and this part of the state, it is likely that at times all resources will be greatly stretched to such a point that certain services may not be able to be maintained.
 - Community sustainability may be compromised in terms of the social, environmental and economic sectors.
 - There will be a need for community members to take on much more seriously the idea of "shared responsibility" They will need to be well educated in risk and likely impacts so they can make informed decisions in preparedness and have more buy in during the response and recovery periods.

Q3. Why do we want resilient communities?

- Look out for each other
- Support one another
- Welfare improves
- Stable community
- Develop sense of pride and ownership
- Can react quicker because of strong local relationships
- More prosperous
- Positive consistent messaging
- Point of difference in their community compared to others. Pride.
- Better prepared for all emergencies.
- Community is able to "bounce back" quickly after a crisis.

- Less long-term impacts.
- Less panic, have the ability to think ahead.
- Less economic impacts re recovery. Quicker recovery times.
- "It enables response and recovery to build on existing community structures and community networks already in existence."
- We want the community have ownership of the situation and their recovery.
- "Lives saved."

Q4. What attributes does a resilient community have?

- Connectedness, collaboration between all local organisations.
- Cohesiveness
- Strong community support networks.
- Helps with coordination because of strong contacts
- Attracts people to the community ie agency reps want to move there ie Police.
- Self-reliance, less reliance on assistance in times of crisis.
- Strong volunteerism.
- Is prepared and adaptive.
- Adaptive and strong leadership who listen to their community.
- Their planning is up to date, and continually improving.
- Open to new technology.
- "A resilient community is a learning community."
- Excellent mental health services for those impacted by disaster.
 - Community ownership of issues.
 - Community will lead and act in an emergency and interact with emergency services.



Report - Avon EM Workshop & Exercise 1 September 2022



- Prepared with strategies, plans and are educated on risks.
- Diverse skills are acknowledged and recognised.
- Recognise differences and individual strengths.
- Understand their risks and likely impacts

Impediments:

- Red tape, afraid of litigation
- Detrimental effect on volunteers, ie WHS act 2020.

Q5. What is a LEMCs main purpose?

- Prevention
- Preparedness planning (LEMA)
- Training and exercises
- Education /knowledge re roles and responsibilities
- Local Response structure to support response in major incidents.
- Communication between agencies and local groups
- Coordination role for local emergency
- Focal point for recovery
- Bringing agencies together
- Communication facilitation
- Pools local knowledge
- Collaborates resources
- Planning role – preparedness/ mitigation
- Community driven
- Consistent messages
- Sets out baseline and accountability

Q6. How can LEMCs assist to build resilience in our communities?

- Agency and local group contact points and network
- Awareness of support options available.

- Running exercises to build awareness
- Leadership
- Direction
- Pools resources
- Centralising coordination response
- Engaged planning, not just ticking a box, concentrating on continuous improvement
- Community engagement.
- Builds knowledge and awareness of risks, roles and responsibilities
- Be proactive in development of strategies to plan and also to share information
- Take responsibility for sharing information with community
- Ensures a coordinated response.
- Establish a profile of the community to assist understand the complexities for response and recovery.
- Developing and maintain continuity of EM planning and activities
- "Plan and conduct exercises – practice makes perfect, don't identify problems during a live event."
- Identifies risks
- Identifies limitations of each agency
- Identifies resourcing to respond.
- Maintains excellent contact and communication plans
- Assists to disseminate messages through effective communications ie radio comms if power is out. (comms plan)



Report - Avon EM Workshop & Exercise 1 September 2022



4. THE EXERCISE/CASE STUDY BASED ON THE SHACKLETON BUSHFIRE COMPLEX FEBRUARY 2022

Aim

The aim of the exercise was to share the emergency management learnings that arose from the incident and highlight that in such extreme and catastrophic weather conditions, significant fires could occur anywhere across the Wheatbelt.

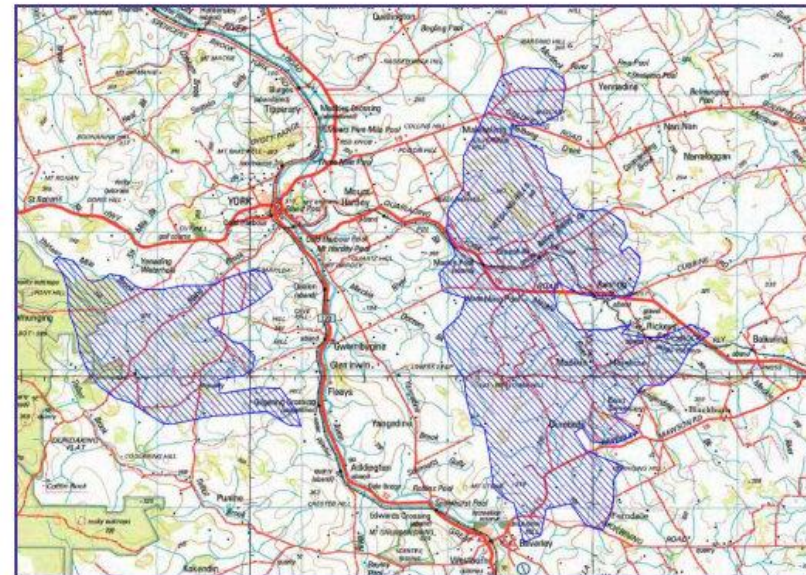
Objectives

1. To enhance understanding and improve processes in regard to initial actions and communications.
2. To ensure participants understand the role of multi-agency coordination groups.
3. To raise awareness of evacuation procedures, centres and first actions for welfare.
4. To improve understanding of initial recovery actions and processes.
5. To discuss any current procedures and capabilities within the district to identify any
 - a. Useful strategies – that could be shared
 - b. Existing gaps – that could be actioned for improvement.

Scenario

The fire shape from the Shackleton Fire was superimposed on maps of each local government in attendance, and the exact weather conditions were replicated to produce the exercise scenario. Local governments worked in their own groups with the assistance of agencies to address issues posed during the exercise.

Shire of Beverley – example scenario Map.





Report - Avon EM Workshop & Exercise 1 September 2022



Questions were asked against core capability areas, and the attendees' key issues and information as noted is listed below.

Objective 1. To enhance understanding and improve processes in regard to initial actions and communications.

Capability : Community Involvement – Public Information.

Questions related to internal processes for sharing of early weather and warning information, and actions that should be taken.

Local Governments

Generally have no formal processes in place.

Internal processes are often via the CEO and CESM, and other administration staff. No particular arrangements for out of hours for most LGs.

Distribution methods include

- Email distribution lists
- Social media
- SMS lists
- Whatsapp

CESM and EMO advise brigades.

Gaps identified in some LGs re access to website and face book – require communications officer to coordinate messaging, media releases etc..

Need to allocate and confirm roles and responsibilities.

DFES to add contact e.g. "comms officers" to their distribution lists.

Agencies:

Have formal notification routes through their state offices. Have 24/7 rosters.

Preparedness Actions:

- Fuel and other preparation of vehicles
- Ensure level of volunteers available and standby crews.
- Check with all brigades understand response obligations
- Messaging to community and agencies
- Some agencies would enhance monitoring of the area and advise any departments likely to be affected.
- Raise awareness and update the CBFCO. Place LG staff as appropriate on call. Prepare resources.
- Contact neighbours
- Confirm vulnerable community members.
- CESM to start alerts, everyone on high alert.
- Use resources available.

Objective 1. To enhance understanding and improve processes in regard to initial actions and communications.

Capability : Community Involvement – Public Information.

How well does the group understand the FDR of catastrophic and any actions agencies or community members should take?

- Are you ready? Ready to leave, then leave.
- If you are not ready to leave today – you should be.
- Leave
- Be concerned
- Ensure you are prepared to act
- Regularly seek information and updates
- Not be in the district if possible.



Report - Avon EM Workshop & Exercise 1 September 2022



- Agencies to be on high alert and at full preparedness.
 - Some agencies have formal processes they undertake to prepare. ie Telstra.
 - Total movement ban
 - Survival
 - Identify and notify high risk areas
 - Be prepared enact your bushfire plan
 - Seek accurate information that considers local conditions.
 - Dept of Education would close schools.
 - Use social media to communicate FDR of catastrophic with community
 - Police – heightened awareness
 - Water Corp – stop hot works. Check water tankers and prep fire mitigation teams.
- Do they understand the Bushfire Warning System?**
- No. they don't education required.
 - Agencies should use the system to trigger actions.
 - Some subdivisions have reasonable understanding, however further information roll out would be useful.
 - Those who are interested do.NO way to compel others.

- Confirm key contacts
 - Must include decision makers
 - Better coordination of resources as a result of shared knowledge.
 - Leadership and coordination
 - Sharing of expertise, and experience
 - Decision making
 - Information sharing.
 - Excellent means of communications between agencies and locals.
 - Essential to have right contact and ensure appropriate representation around the table.
- Location considerations
- Space
 - Parking
 - Generator
 - Access to maps, whiteboards etc..
 - Communications?
 - Not too far from IMT, but not on top of.
 - Central location

Objective 2 To ensure participants understand the role of the multi-agency coordination groups

Capability : Emergency Response – Command Control and Coordination.

What is the purpose and benefits of an ISG?

- Coordinated approach
- Expert advice and experience

Capability: Resources -People, Volunteering, Finance and administration, equipment, critical resources.

What are some of the resources gaps and limitations that might be expected?

- People
- Experience
- Capacity to cope with evacuees
- Plant and machinery
- Fuel and ad blue



Report - Avon EM Workshop & Exercise 1 September 2022



- Water and power
 - Air assets
 - Trained volunteers
 - Service providers including mental health
 - Lack of local staff due to fatigue and personal priorities.
 - Competition between agencies for practical resources, fuel, generators etc...
 - Trained staff
 - Evacuation centres stretched
 - Qualified personnel
 - Use multi-agency support groups to source and coordinate resources.
- How and where will additional resources be found?**
- Community
 - Industry ie CBH
 - Contractors
 - Work with other agencies to coordinate efforts and save time and resources
 - District, state, national
 - State ensuring appropriate coordination
- What proactive steps can be taken to improve availability of resources for the next major incident?**
- Funding for extra resources
 - Practice – exercises
 - Training
 - MOUs
 - More coordination, a more streamlined approach. Ensuring no duplication of effort and resources.

- Leverage relationships
Undergoing continuous improvement projects now to build a more resilient network.
 - Internal and external funding opportunities
 - Explore options now, build excellent contact and resource lists.
-
- Objective 3. Capability: Emergency Response – Evacuation**
- Considerations for a functional evacuation centre**
- Proximity
 - Accessibility
 - Capacity practical essentials
 - Dept of Health are aware of vulnerable people.
 - Consider out of town options
 - Must have power backup.
 - Described in LEMA
 - Outside emergency area
 - Rec centres.
- Vulnerable people considered in evacuation. Who, how and where can they be evacuated to?**
- Neighbours / Family
 - Dept of communities,
 - LG
 - Only evacuate vulnerable members if it is absolutely necessary.
 - Use SJA, community bus.
 - Priority for medical patients.
 - LEMC has register of vulnerable residents.?



Report - Avon EM Workshop & Exercise 1 September 2022



- Subdivision areas – develop hubs (armies) for knowledge and assistance.

Evacuation Planning in place

- Yes. Communications high priority make sure all agencies communicate.
- Danger of going through the motions but not knowing
- More awareness of what the plans contain

How can we deliver key messages including evacuation messages during a power outage?

- Preparedness
- SMS
- CB radios
- Word of mouth
- Beacons/sirens
- SMS distribution list
- CRISP wireless
- ABC radio
- Battey radios
- Bush telegraph, however that can work
- Claxon, semaphores, signal system, speaker vehicles.

Objective 4. To improve understanding of initial recovery actions and processes.

Due to time constraints this objective was not exercised on the day. CESMS have been provided with the tools necessary to conduct this section of the exercise at their relevant LEMC meetings.

Objective 5. Discuss and note any useful strategies and existing gaps.

These have been captured formally in the findings and opportunities, and also informally by attendees who have listed actions to take back to their agencies and relevant LEMCs.

5. EVALUATION.

An evaluation form was provided, and a summary of outcomes is listed below.

- The effectiveness and management of the day was marked as good or excellent.
- The venue was large and echoed, sometimes hearing was difficult with so many attendees.
- Many agreed it highlighted some gaps and actions for them.
- Attendees appreciated the multi-agency discussions and networking. Found the teamwork around the table and sharing of ideas and information valuable
- More time needed to explore the exercise ideas thoroughly.
- The exercise scenario was effective as it was real and relatable.
- Broadened understanding outside of response.
- Built a better understanding of resilient communities.
- Attendees commented on the need for all to undertake strategic "district" thinking in large cross LG boundary events.
- Enjoyed meeting face to face.



Report - Avon EM Workshop & Exercise 1 September 2022



6. ATTENDANCE

Name	Role	Agency
Joanne Reimers	DESO	Dept Communities
Lesley Watson	WACHS	WACHs Wheatbelt
Tim Dunlop	Comm Paramedic	SJA WA
Natasha Harradine	ABC	Chief of Staff
Terry Sillitto	DESO	Dept Communities
Kris Brown	DCBFCO	Northam Shire
Jacky Jurman	A/EMIDS	Shire of Northam
Jason Whiteaker	CEO	Shire of Northam
Hugo De Vos	MDR	Shire of Toodyay
Wade McMillan	Ranger	Shire of Toodyay
Jan Augustin	M/A	Shire of Toodyay
Tobie Prater	PCO	Shire of Toodyay
Charmaine Duri	EM	Shire of Toodyay
Susan Pearce	EM	Shire of Toodyay
Kim Madrel	St John	Shire of Toodyay
Kevin French	WAPOL	Toodyay Police
Dave Flaherty	WAPOL	Toodyay Police
Wesley Sutton	CDO	Shire of Toodyay
Kimberley Hardie	EDC	Shire of Toodyay
Suzie Haslehurst	CEO	Shire of Toodyay



Report - Avon EM Workshop & Exercise 1 September 2022



Name	Role	Agency
Tabitha Bateman	MCCS	Shire of Toodyay
Rosemary Madacsi	President	Shire of Toodyay
Rob Towers	Ops Officer	DBCA Parks & W/Life
Peter Bentley	CEO	Shire of Goomalling
David Long	Works Mgr	Shire of Goomalling
Natalie Bird	DCEO	Shire of Goomalling
Fen Putland	IM	MRWA
D Pumphrey	DFES	DFES
Kari-Lee Falconer	DEMC/EMCREP	Dept Primary Industries
Brian Young	ESLO	Telstra
Trevor Stacey	Elected Member	Shire of Quairading
Peter Smith	Shire President	Shire of Quairading
Chris Linnell	CEO	Shire of York
Denese Smythe	Shire President	Shire of York
Chris Lawlor	Dept Shire President	Shire of Beverley
Stephen Gollan	CEO	Shire of Beverley
David White	Shire President	Shire of Beverley
Sinead McGuire	Local Recovery Coord	Shire of York
Kabe Redfern	OIC York	WA Police
Tony Vuleta	W/belt Dist Police	WA Police
Shane Wynne	Regional coordinator	Education
Doug Cook	Regional Director	Education
Rob Scantlebury	Superintendent	WA Police



Report - Avon EM Workshop & Exercise 1 September 2022



Name	Role	Organisation
Troy Stanik	Ops Mgr	Water Corporation
Chris Antonio	Shire President	Shire of Northam
Daniel Birleson	DO EM	DFES
Simon Bell	CESM	Quairading
Ebony Francis	EMO	Shire of Toodyay
Troy Granville	CESM	Shires Beverley/York
Terry O'Dea	OIC Beverley	WA Police
Damien Pumphrey	Superintendent	DFES
Drew Graham	District Officer	DFES
Yvette Grigg	DEMA	DFES

Attachment 2: Participants Workbook – Avon Emergency Management Exercise

Avon Exercise
1st September 2022

Special Idea 1: Preparedness

On Thursday 3rd February following warnings issued from the Bureau of Meteorology, DFES sent out an email to all Local Governments and Volunteer Fire and Rescue Service brigades to advise them of elevated fire danger for the weekend. The advice included the information as below.

DFES Weather Outlook

- Very deep trough developing by the weekend.
- Peak along west coast **Fri/Sat** with hot conditions (**Severe FDR**)
- Peak inland **Southwest Land Division Sunday** with **40km/h+** winds, **40C+** temps. (**Extreme to Catastrophic FDR**)
- Snap change to deep low pressure system **Sun/Mon**
- Gusty W/SW change, **cold, wet, stormy**, possible severe weather warning?

In summarising the above information

Severe FDR's forecasted for Swan Inland North (**Toodyay**) **Saturday/Sunday**
Extreme FDR's forecasted for **Mortlock, Ninghan, Jilbadgie** and **Avon** for **Sunday**

A teleconference has been called for Friday 4th February at 10:00 for all CBFCO's or delegates. A message will be sent out re meeting invitation.

1. Would your organisation be notified at this local level? How and who by? What would you do with the information? Is there a process in place for weekends/out of hours?

2. What actions might you take at this early stage?

Avon Exercise 1st September 2022

Scenario

In preparation for the incoming weather DFES has identified a Level 2 Incident Control team ready for deployment, and have "stood up" the Regional Operations Centre (ROC)

At 9:00 am on Sunday the 6th it was noted by the team in the ROC that the Avon weather district had reached Catastrophic.

The wind was coming directly from the North with gusts up to 72kms per hour, the temperature was 41 degrees, and the RH was 5.

**The Forest Fire Danger Index was Catastrophic at 145
and the
Grass Fire Danger Index was 213.**

(Note: Catastrophic = 100. Total Fire Bans are called at 50)

At 0923 on Sunday 6 February, a fire was reported on a farm approximately 55 kms north of town.

At 1246 a second fire was reported about 60 kms to the northeast of the town.

The fires are moving south very quickly with strong northerly winds behind them gusting over 70kms per hour. Temperatures are in the mid-forties. At the current rate of spread the northern fire is approximately 4 hours from town.

A wind change occurs at approximately 1500 hours which pushes the fires in a more easterly direction, away from the town.

Please refer to your maps.

The power goes out across the Shire at approximately noon, including all of the major settlements.

Special Idea 2: Initial Actions

3. What does the Fire Danger Rating of Catastrophic mean to you? Should any specific actions be undertaken from your organisations perspective? How should community members respond to a Catastrophic FDR?

Avon Exercise
1st September 2022

4. Do you feel there is good understanding of the "Bushfire Warning System" (Advice, Watch and Act, Emergency Warning)? Should agencies use these warnings to trigger specific actions such as evacuations?

Impacts

5. Discuss the impacts and threats that will need to be managed in the immediate term. Place them into the 4 recovery areas as below;

Social

Built

Environment

Economic.



Avon Exercise
1st September 2022

Special Idea 3: Multi Agency coordination (response)

An incident management team has been formed and DFES as the Hazard Management Agency (HMA) has nominated an Incident Controller.

The Incident Controller has requested that an Incident Support Group (ISG) be formed.

6. What is the purpose and benefits of calling an ISG? What is your role?

7. Which agencies should be represented on the Incident support group for this emergency? What considerations should be given to where and how they will meet?



Avon Exercise
1st September 2022

Special Idea 4 – Resources

With multiple large fires occurring across the southwest of Western Australia, many agency's resources are being stretched.

8. What are some of the resources gaps and limitations that might be experienced?

9. How and where will additional resources be found?

10. What proactive steps can be taken now to improve availability of resources for the next major incident?



Avon Exercise
1st September 2022

Special Idea 5. – EVACUATION FOCUS

Thinking as if the scenario was occurring in your own town/community....

11. Where is the most appropriate evacuation centre for this incident? What do you need to consider? Who will decide on where an evacuation centre will be set up?

12. Are there any frail, elderly or other vulnerable residents that need to be considered during the evacuation? If so, how will they be moved and where to?

13. Is appropriate evacuation planning in place for all agencies and organisations? Are they aware of the internal triggers to enact evacuation and how to go about this?

14. As the power outage spreads across the Shire, how can residents receive warnings and public information?

What strategies can be used to assist affected residents to receive important messaging such as the requirement to evacuate?



Avon Exercise
1st September 2022

Special Idea 6– Immediate Recovery Actions

The following day....

The fire has been contained and controlled and DFES managers and volunteers are still present on the fire ground mopping up. Power is back on to most essential services, however many rural areas and homes are still without power. There are still many major ongoing issues being addressed which include; a percentage of minor roads remain impassable, ongoing clean-up and removal of fire effected properties, removal of dangerous trees, stock welfare, and much much more.....

The evacuation centre is still open though most residents have found alternative short-term accommodation.

Issues:

1. Who is the recovery coordinator for your Shire?? List some of their key roles and functions.

2. This role is clearly not a task for one person. Have LGs identified other staff members who can assist? In a major recovery event, even more resources will be required, where can extra assistance be sourced?

3. What immediate recovery issues will need to be considered by the Local Recovery coordinator and the Local recovery coordination group?

4. What strategies might you use in the immediate term to assist and communicate with your community?



6.3 UPDATES / ITEMS FOR DISCUSSION FROM MEMBERS

6.3.1 Shire of Northam CESM Introduction

Alex Espey has commenced at the Shire of Northam as the Community Emergency Services Manager (CESM). Alex has had a lengthy career in emergency services, and comes to the Shire from the Bushfire Volunteers Association.

Discussion:

- Alex reiterated his desire to improve the effectiveness of the Committee going forward.

6.3.2 Purpose of LEMC

At the next meeting, it is recommended that the Committee discuss the purpose of LEMC and how to increase the effectiveness of the Committee in preparedness for any emergency events.

Discussion:

- The new CESM officer would like to encourage the whole group to consider how each agency could affect each other.
- The LEMC meeting needs to be developed correctly. Everything will flow on from there.
- We need a better understanding of each individual agency's capability.
- There has been a level of concern regarding attendance at the meetings but is potentially being caused by lack of direction in the agenda.
- Going forward it is recommended that the Committee review components of the LEMA at each meeting i.e. bushfire preparedness at this time of year. This approach will make sure the LEMA is update to date and the right people are in the room at LEMC meetings to guide the LEMA.
- There are certain legislative obligations of the group as well as legislative requirements for each agency involved.
- Going forward it may be worth looking at upcoming events and risks they could have to the community. Make the meeting more topical. i.e. Avon Decent – have the organisers come in to talk to the group and discuss risks.

Outcomes:

- The LEMC will review a risk component of the LEMA at each meeting to ensure that the LEMA is update to date.

- The LEMC will begin to review potential risks of events may have to the community and invite event organisers to the meeting to discuss further in person.
- The upcoming dates for LEMC meetings will be reviewed to better cater for risk assessment of annual events. (i.e. Car Racing, Ballooning, Avon Decent etc.)

6.4 CORRESPONDENCE

IN:

Nil.

OUT:

1. Minutes from the Local Emergency Management Committee meeting held on 02 June 2022.

7. MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

Nil.

8. URGENT BUSINESS APPROVED BY DECISION

Nil.

9. SCHEDULED MEETINGS

New scheduled meeting dates after above mentioned review:

02 March 2023

06 July 2023

05 October 2023

10. DECLARATION OF CLOSURE

There being no further business the Presiding Member, Cr C R Antonio declared the meeting closed at 3.55pm.

"I certify that the Minutes of the Local Emergency Management Committee held on Thursday, 01 December 2022 have been confirmed as a true and correct record."


_____ Presiding Member

20/7/2023 Date