



NOTICE OF MEETING

LOCAL EMERGENCY MANAGEMENT COMMITTEE

TO BE HELD

5.30PM ON TUESDAY 10 SEPTEMBER 2024

AT

**Shire of Brookton
14 White Street, Brookton WA 6306**

Notice is hereby given that the Local Emergency Management Committee Meeting of the Brookton Shire Council will be held on Tuesday 10th September 2024 in the Council Chambers at the Shire Administration Centre commencing at 5.30pm.

The business to be transacted is shown in the Agenda.

Gary Sherry
CHIEF EXECUTIVE OFFICER
2 September 2024

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1.09.24 DECLARATION OF OPENING/ATTENDANCE

The Presiding Member will declare the meeting open at 5.30pm.

On behalf of Council, I would like to acknowledge that this meeting is being held on the traditional lands of the Nyoongar People and pay respect to all Elders, past, present, and emerging. I wish to acknowledge and respect local people's continuing culture and the contribution they make to Country and its life.

2.09.24 CONFIRMATION OF PREVIOUS MINUTES

2.09.24.01 LOCAL EMERGENCY MANAGEMENT COMMITTEE – 28 NOVEMBER 2023

That the minutes of the Local Emergency Management Committee meeting held in the Shire of Brookton Council Chambers, on 12th March 2024, be confirmed as a true and correct record of the proceedings.

3.09.24 PRESENTATIONS

Nil at this time.

4.09.24 STANDING ITEMS TO BE CONSIDERED AT EACH MEETING

4.09.24.01 UPDATE OF CONTACTS AND RESOURCES REGISTER

Member agencies are required to review the document and provide details of required updates before next meeting.

- Any changes required for the current contacts and resources register?

4.09.24.02 CHANGE OF POSITION/LEAVE AND ACTING ARRANGEMENTS – NOTIFICATION

Updates in **RED**.

1. Delegates & Proxy's:

Organisation	Delegate	Proxy
Baptistcare	Lorraine Redhead June Harwood	Nil
WAPOL	David Johnstone	Brad Fredericks
Dept. Communities	Michael Phillips Jodie Pollard	Joanne Spadaccini Mark Schorer
Brookton Bushfire Brigade	CBFCO - Murray Hall	D/CBFCO - Travis Eva
BDHS	Kris Dewson-Hall Karen Tabner	
St Johns	Ian Dawson	
St Johns - Brookton	Phillip Crute	Cliff Fishlock
DFES	Adam Whitford Charlotte Powis – District Emergency Management Advisor	Blake Halford
DPIRD	Anna Erickson	

RoadWise	Rodney Thornton	Nil
WACHS (SilverChain)	Jenny Menasse Je-Ann De Marchi	
Brookton VFRS	Scott Atkins	William Wilkinson
Shire of Brookton	SP - Katrina Crute	
Brookton CWA	Jackie Allington Merilyn Marchesi	

4.09.24.03 INCIDENT SUPPORT GROUP ACTIVATIONS

Nil.

4.09.24.04 RISK PROFILE CHANGE

Nil.

4.09.24.05 LOCAL EMERGENCY MANAGEMENT ARRANGEMENTS

The Shire of Brookton have applied for 2024/25 AWARE GRANT. The application is to provide a consultant to write the LEMA and conduct a workshop to carry out these arrangements.

The Shire of Brookton Local Emergency Management Arrangement is up for review in 2025.

4.09.24.06 REPORT AND/OR DEBRIEF ON ANY LEMC EXERCISE(S)

Nil.

5.09.24 GENERAL BUSINESS

5.09.24.01 LIQUID SPILL SHEEP'S BLOOD 1 JULY 2024

On 1st July 2024, a tanker carrying sheep's blood was spilt on the intersection of Williams Street and Brookton Highway.

DWER indicated that the blood could not enter the Avon river due to the impact it would have on the water and eco system.

This incident raised various points to be considered.

- Emergency catchment for substance Chemical/fuel spill.
- Temporary bund for for containment of substance both north and south of main town area. Control that can be left open for storms / rainfall and shut when incidents such as spills occur.
- Expenditure should be Emergency Management so State funded.
- Stockpile of gravel/sand for emergency.
- Response of State Agency.

For discussion, debrief and future responses.

5.09.24.02 STANDPIPE SWIPE CARDS

After the recent liquid spill it was brought to the Shire's attention that some of the swipe cards did not work in the fire appliances.

The Shire Works Coordinator collected and tested the swipe cards before returning them to each appliance. All swipe cards were working.

There was one swipe card in the Central Fire Tender which had a different number to what was registered in the system. This was not the original card assigned to this tender. This card has been activated and assigned to Central Fire Tender.

6.09.24 MEMBER REPORTS

Nil at this time.

7.09.24 EXERCISE

7.09.24.01 EVACUATION CENTRE EXERCISE MICROBURST – REPORT

This report is prepared by Jo Spadaccini, Regional Officer, Great Southern, South West and Wheatbelt Districts, Department of Communities.

Executive Summary

Exercise - Microburst was an evacuation desktop exercise to provide a learning opportunity for all participants in a simulated operational environment. It was a collaborative exercise requiring Department of Communities, Local Government and other agency staff and volunteers to perform particular functions associated with the activation of a Department of Communities' Local Emergency Relief and Support Plans for the Narrogin area.

The scenario was relevant to the local communities and required a centre to be open notionally for a period, including overnight and offering a range of Emergency Relief and support functions and services. Participants were asked to operate within the bounds of local and state emergency management arrangements. The scenario involved impact to towns within the Shires of Brookton and Beverley with representatives from each Shire as well as WA Police, SJA, WACHS, DFES and Communities.

The exercise was written by Jo Spadaccini and was conducted on the 11th of June 2024 at the WB Eva Pavilion in Brookton. The event was a severe thunderstorm that produced numerous Microbursts, resulting in damage to numerous houses and buildings in each location. Powerlines were also impacted which restricted power availability to some centres.

A microburst is a small-scale version of a weather event known as a downburst – a powerful current of air that moves downwards to ground level and then spreads outwards in all directions.

- Usually less than 4km in diameter (about the size of a typical suburb)
- They last up to 15 minutes with maximum intensity lasting between 2 and 4 minutes
- Winds of 90-125km/h are common and in stronger ones, winds may easily exceed 150km/h
- These winds can down trees and powerlines, unroof homes and push cars off the road / highway. Stronger ones may also cause further, more significant damage to homes and buildings while being able to push large trucks off highways.

The aim of the exercise was **“To practise the capability and capacity to set up and operate a local evacuation centre for a significant local emergency”**. There were a total of 22 participants and 1 observers from 7 agencies - see Attachment 1- Registered Participants for more details.

To evaluate the exercise, information was collected from –

- The Exercise Hot Debrief;
- the Scenario Cards which were used as an exercise strategy to deliver specific tasks and for the participants to record their responses on and then recorded onto Scenario Cards Exercise & Suggested Responses Table
- the Exercise Participants’ Feedback Forms, (Attachment 2), 20 completed feedback forms from 22 participants.

The information was then collated, analysed and recorded under the –

- General Assessment of the Exercise;
- Exercise Hot Debrief Summary;
- Scenario Card Responses Summary;
- Exercise Participants’ Feedback Forms Summary;
- Follow-Up Actions for Consideration Summary;
- Suggestions for Future Training Activities Summary.

These summaries follow on from the executive summary and are the basis for this exercise report, which will be circulated to the exercise participants and the Local Emergency Management Committees (LEMC) for the Shires of Brookton and Beverley, as well as the Wheatbelt District Emergency Management Committee (DEMC) and great southern DEMC members for their information.

Participating agencies were asked to use this exercise to realistically evaluate their own procedures, operations, resources, training and exercising in relation to understanding some of the issues that they may face when responding to an evacuation in an emergency situation.

Feedback from the participants immediately after the exercise indicated a high degree of interest and achievement. This was confirmed through the participants’ feedback forms. The main benefits from the exercise are the increased awareness and understanding of other participants roles, responsibilities and capabilities and how that can impact initial responses. Experience and practice gained by the participants and the resulting amendments to procedures, processes, operations, plans and arrangements, both for Communities and other agencies.

The value of the exercise was the opportunity for all of the agencies that may have a role and responsibilities in the provision of emergency relief and support services to work together to practice their roles as part of the local evacuation centre team.

In conclusion, Exercise “Microburst” was considered to be a very successful and worthwhile learning experience for all participants and the time and effort involved in the planning and preparation will enhance and strengthen the agencies’ and community preparedness and resilience should an incident occur.

The Exercise Director would like to sincerely thank all the agencies and participants for engaging in this exercise, and a special thank you to Shire of Brookton for the use of their facility.

General assessment of the Exercise

This assessment is based on a number of consideration questions for each objective with responses/comments based on information from the -

- Operational Hot Debrief Summary;
- Scenario Card Responses Summary;
- Participants' Feedback Forms Summary

And general observations from the Exercise Director and Exercise Team

The aim of the exercise was **“To practice the capability and capacity to set up and operate an evacuation centre for a significant local emergency”**.

The exercise objectives were written as specific statements describing what was to be achieved by the exercise participants to meet the exercise aim.

OBJECTIVE 1: For Communities and other agency staff and volunteers to set up and operate a local welfare evacuation centre to provide welfare services.

Consideration Questions	Yes/ No	Comments
1. Did all staff and volunteers sign Record Book?	Yes	Each table had a sign in sheet, with the initial exercise of registration as a back up.
2. Were all staff and volunteers briefed?	Yes	Feedback from the exercise indicated that the briefing was completed but could have explain more thoroughly that agencies should work with each other if the scenario required this.
3. Were any questions asked answered adequately?	Yes	
4. Was the ECC Activation Checklist used to appoint roles and allocate tasks?	Yes	Notionally
5. Did all staff and volunteers understand their allocated or delegated roles and tasks?	Yes	The use of some agencies to cover functional areas they are not always familiar with was a good learning tool and also showed that the roles of agencies can be adapted at the local level with little disruption. All staff worked well within their designated roles.
6. Was the evacuation centre team structure explained?	Yes	As part of the briefing the structure and roles were clearly outlined. This may take a little time however is critical for all attendees to know exactly how things work.
7. Did all staff and volunteers demonstrate the team structure by communicating with each other within their	Yes	Not only did the individual teams work well, they were also engaging with other teams as the exercise progressed. All teams worked

Consideration Questions	Yes/ No	Comments
teams and to the Exercise Director or ECC?		together collaboratively. Not all teams formally appointed a Team Leader.
8. Were available equipment, resources and EM kits used to set up the centre?	Yes	Set up of the centre was discussed. Communities had their Evacuation Centre Guide and the Shires had their LEMAs and Local Emergency Relief and Support Plans. They also used the Agencies function document that was provided.
9. Were additional resources identified?	No	
10. Did all staff and volunteers demonstrate working cooperatively to set up the centre?	Yes	For the purpose of the exercise the centre was pre-established.
11. Did staff and volunteers demonstrate consideration for the layout of the centre for the comfort of the evacuees?	Yes	For the purpose of the exercise it was set up to facilitate the exercise. Positioning of agencies was discussed by the group. In a real event other areas of the centre would be used by supporting agencies (see Actions 4 & 5).
12. Did the layout of the centre consider "traffic flow" for easy accessibility to the different emergency relief and support services for evacuees?	Yes	As above.
13. Were all the required ERS domain areas set up?	NA	NA
14. Were all the relevant tasks on the ECC Activation Checklist completed?	NA	For the purpose of the exercise the centre was pre-established.
15. Were all the emergency relief and support issues presented attended to?	Yes	Although I have not read all the results, from the discussions the teams were very clear on how to deal with the issues and how to refer to other areas. Not all scenarios were completed due to time restraints. Other issues were addressed during the contentious issues discussion and Exercise Debrief.
16. Did the teams identify that some of the emergency relief and support issues weren't for them?	Yes	Some started to deal with them but would also refer to the areas that were best positioned to assist. After the first break and discussions participants began to interact well with other agencies within the Centre, forwarding scenarios to the relevant parties.
17. If the emergency relief and support issues weren't for their team, did they identify which team to pass the issues on to?	Yes	In seeking to move a scenario/issue to a new group I saw that in general the handover included some discussions to make sure the new team were in fact the best team to deal

Consideration Questions	Yes/ No	Comments
		with the issue, or an immediate referral on by that team would occur.
18. Did each team work cooperatively to attend to the welfare issues presented?	Yes	
19. Did the staff and volunteers maintain their allocated or delegated roles and responsibilities?	Yes	A lot of inter team discussions and some crossover of roles, however due to the team environment this worked well. May be problematic if teams were not located so close together as the time moving between areas could pose a problem.
20. Was their adequate staffing to attend to the emergency relief and support issues welfare presented?	Yes	In some agencies with only small numbers there was times when they were overwhelmed, mainly when having scenarios referred to them by others. If it was possible these scenarios were either pushed back or suggestions given as to who would be more appropriate to deal with them.
21. Was their adequate staffing to operate the centre?	Yes	All teams had (or would have access to) sufficient staff.
22. Did the centre operate satisfactorily for the comfort of the notional evacuees?	Yes	The facility had capacity to extend and provide for comfort and on-going care of evacuees.
23. Were other preparations and actions identified and actioned?	Yes	Evacuation Centre Signs not displayed at the front of the venue. This was an oversight on the day.

OBJECTIVE 2: To test the Standing Down and closing of an evacuation centre and debriefing staff and volunteers.

Consideration Questions	Yes/ No	Comments
24. Were the staff and volunteers provided with the update and informed the centre will be closing down?	Yes	Through included scenarios. Closing process was not discussed during the contentious issues section as normal.
25. Was the Closing Down Checklist used to allocate the tasks?	No	NA
26. Did staff and volunteers carry out their allocated tasks?	Yes	Notional
27. Did the staff and volunteers work cooperatively to close the centre?	Yes	Notional
28. Was their adequate staffing to attend to the closing down tasks?	Yes	Notional

29. Were other closing down tasks identified and actioned that weren't on the checklist?	NA	
30. Has the centre been returned to the way it was on arrival?	Yes	As above
31. Did the Exercise Director explain the purpose of debriefings at the end of a shift/when a centre is closed down?	Yes	Exercise feedback indicated that the Debrief was very clear and informative and addressed all questions raised by individual agencies/teams.

Exercise Hot Debrief Summary

<u>Agency/Team</u> St John WA	Comments
<i>Feedback on the exercise format – Did it flow well, were you able to resolve the majority of the scenarios.</i>	Yes, well presented and good group engagement
<i>What worked well for your team?</i>	Communication all round – inter agency collaboration
<i>What needs improvement and how (In relation to your agency’s preparedness)?</i>	More education/exercises at a local level for sub centres and volunteers
<i>Has this exercise increased your readiness for future events?</i>	Yes, provided a good understanding and knowledge base
<i>What was the most challenging emergency relief and support issue you were presented with and how did you address it?</i>	Available resources and access/rostering/fatigue Large patient numbers – time/egress/transport Mental health issues

<u>Agency/Team</u> DFES - LGA CESM	Comments
<i>Feedback on the exercise format – Did it flow well, were you able to resolve the majority of the scenarios.</i>	Yes, understanding agency responsibilities
<i>What worked well for your team?</i>	Input from team and cooperation with other agencies
<i>What needs improvement and how (In relation to your agency’s preparedness)?</i>	More frequent exercising and emphasis on importance for agency interoperability
<i>Has this exercise increased your readiness for future events?</i>	Yes
<i>What was the most challenging emergency relief and support issue you were presented with and how did you address it?</i>	Issues that don’t have a clear agency responsibility Action and communication

Exercise Hot Debrief Summary (continued)

<u>Agency/Team</u> LGA	Comments
<i>Feedback on the exercise format – Did it flow well, were you able to resolve the majority of the scenarios.</i>	Interesting and relevant scenarios
<i>What worked well for your team?</i>	Prior knowledge of our roles and responsibilities
<i>What needs improvement and how (In relation to your agency’s preparedness)?</i>	Confirm evacuation centre resources / required forms
<i>Has this exercise increased your readiness for future events?</i>	Yes
<i>What was the most challenging emergency relief and support issue you were presented with and how did you address it?</i>	Separating feuding families and protecting victims of DV

<u>Agency/Team</u> DFES – Area Manager	Comments
<i>Feedback on the exercise format – Did it flow well, were you able to resolve the majority of the scenarios.</i>	It flowed well, the written scenario injects were very good
<i>What worked well for your team?</i>	Creating ‘ISG’ table. Good discussions, views points from other perspectives
<i>What needs improvement and how (In relation to your agency’s preparedness)?</i>	Overall, a better explanation of this role (Evacuation Ctr) within incident structure i.e. I/C → IMT ← LGA ← Agencies
<i>Has this exercise increased your readiness for future events?</i>	It was good to get a better appreciation of this side of an incident
<i>What was the most challenging emergency relief and support issue you were presented with and how did you address it?</i>	None really challenging, but all good issues

Exercise Hot Debrief Summary (continued)

<u>Agency/Team</u> Department of Communities	Comments
<i>Feedback on the exercise format – Did it flow well, were you able to resolve the majority of the scenarios.</i>	Well run, informative and examples of previous experiences very relevant
<i>What worked well for your team?</i>	Combined effort and team members having had previous experience
<i>What needs improvement and how (In relation to your agency’s preparedness)?</i>	More staff awareness
<i>Has this exercise increased your readiness for future events? What was the most challenging emergency relief and support issue you were presented with and how did you address it?</i>	Yes Communities responsibility to oversee the whole operation

<u>Agency/Team</u> Unknown	Comments
<i>Feedback on the exercise format – Did it flow well, were you able to resolve the majority of the scenarios.</i>	Yes
<i>What worked well for your team?</i>	Well informed, aware of all agency responsibilities
<i>What needs improvement and how (In relation to your agency’s preparedness)?</i>	
<i>Has this exercise increased your readiness for future events?</i>	Yes
<i>What was the most challenging emergency relief and support issue you were presented with and how did you address it?</i>	Accommodation and sanitation Agency taking responsibilities

<u>Agency/Team</u> Unknown	Comments
<i>Feedback on the exercise format – Did it flow well, were you able to resolve the majority of the scenarios?</i>	It flowed well but was intense. All relevant issues were addressed
<i>What worked well for your team?</i>	The Shire staff were right on the ball and very knowledgeable of issues to do with emergency situations
<i>What needs improvement and how? (In relation to your agency’s preparedness)</i>	Staff and others will be workshopping some of the issues of where materials etc are s=stored and how/who will access

<i>Has this exercise increased your readiness for future events?</i>	Most definitely
<i>What was the most challenging emergency relief and support issue you were presented with and how did you address it?</i>	M\hard to choose, but I feel the issue with illness among the evacuees to be difficult, but am confident this will be well handled

Exercise Hot Debrief Summary (continued)

<u>Agency/Team</u> Unknown	Comments
<i>Feedback on the exercise format – Did it flow well, were you able to resolve the majority of the scenarios.</i>	Yes, flowed well, good to be in agency groups to start with but then work with other agencies to hear what they do and what they can offer in emergencies and in regard to evacuation centres
<i>What worked well for your team?</i>	Hearing from different team members with their experience and knowledge (offering different perspectives) – not always black and white
<i>What needs improvement and how (In relation to your agency's preparedness)?</i>	Developing regional CLU capacity
<i>Has this exercise increased your readiness for future events?</i>	Yes
<i>What was the most challenging emergency relief and support issue you were presented with and how did you address it?</i>	Considering DV order considerations that may occur in the evacuation centre

<u>Agency/Team</u> Unknown	Comments
<i>Feedback on the exercise format – Did it flow well, were you able to resolve the majority of the scenarios.</i>	Liked working in bigger tables – started on own tables then into bigger section. Resounding Yes
<i>What worked well for your team?</i>	Information collaboration
<i>What needs improvement and how (In relation to your agency's preparedness)?</i>	More exercises, more regularly High staff turnover SJA – Local vollies being here was helpful
<i>Has this exercise increased your readiness for future events?</i>	Yes √√
<i>What was the most challenging emergency relief and support issue you were presented with and how did you address it?</i>	Mental health issues

Scenario Card Responses Summary

The exercise was designed for a local evacuation centre to notionally operate for a period of time.

Scenario cards specific for this period of time were introduced as an exercise strategy either individually or in multiples to simulate a real evacuation centre environment. The scenario cards itemised scenarios and tasks for the team/agency to respond to and the responses and actions were recorded on each scenario card.

A number of the scenario cards were deliberately misallocated for the team/agency to identify this and re-allocate to the correct team. This represents the actions of evacuees who will ask questions of the first person they see, who is not necessarily the correct person to assist them. This was to raise awareness of their own and other teams'/agencies' roles and responsibilities for the exercise participants.

There were 170 different scenario cards used and they were allocated as follows –

SETS	CONTENTS LIST	NUMBER OF CARDS
Set 1	Scenario Cards for Local Welfare Coordinator DC	10
Set 2	Scenario Cards for DC Staff	5
Set 3	Scenario Cards for Meet and Greet/Triage Team	6
Set 4	Scenario Cards for Registration Team	4
Set 5	Scenario Cards for First Aid Team	14
Set 6	Scenario Cards for Catering	9
Set 7	Scenario Cards for Personal Supports Team	16
Set 8	Scenario Cards for Financial Assistance	6
Set 9	Scenario Cards for Local Government (Brookton)	35
Set 9	Scenario Cards for Local Government (Beverley)	35
Set 12	Scenario Cards for Police	8
Set 14	Scenario Cards for Community Engagement/Liaison	8
Set 17	Scenario Cards for Health	17
Set 25	Scenario Cards for Groups – Special Injects	9
	Total number of Scenario Cards	182

The exercise participants' responses to each scenario were guided by suggested responses on the back of each scenario card. There could be several answers to each scenario which were valid and this was taken into consideration in the assessment.

If a suggested response needed further clarification or was inaccurate the exercise team requested the agency follow this up with them to allow a discussion around the responses and changes be made if required.

The scenario cards and suggested responses provides easy identification that teams/agencies were knowledgeable and aware of their roles and responsibilities or if they may need further clarification and/or future training.

Using the scenario cards as an exercise strategy encouraged the participants to be actively engaged in the exercise, promoted team work within each team and part of the bigger evacuation centre team.

Participants were asked to operate within the bounds of local and state emergency management arrangements. The scenario cards clarified some of these boundaries by the deliberate misallocation to the wrong team. The team/agency had to use their knowledge and understanding of who is responsible for which emergency relief and support function area. The scenario cards proved to be a very effective learning technique.

Exercise Participants' Feedback Forms Analysis

There were 22 exercise participants and 20 Participant's Feedback Forms, a response rate of 90%. Some teams/agencies may have completed a joint feedback form, rather than individually.

A summary of the responses received are detailed below.

Question	Yes Responses	No Responses
1. Was the format of the exercise useful in clarifying your/your agency role in providing emergency relief and support responses?	20	0
Summary of Comments <ul style="list-style-type: none"> • Very Informative • Well planned and coordinated • As there was no information about what was going to be involved, I was largely 'in the dark' about the purpose of the day 		
2. Did the exercise give you the opportunity to practise: <ul style="list-style-type: none"> ○ Participating/observing the activation of a LERSP ○ working in specific roles ○ being part of team structure in an evacuation centre 	19 17 19	1 1 + 2 No Answer 1
Summary of Comments <ul style="list-style-type: none"> • Great for inter agency awareness • Not being aware of this whole process I was trying to catch up as the day progressed 		
3. Do you believe you are now more skilled, comfortable and confident to work in an evacuation centre after participating in this exercise?	18	1 1 No Answer
Summary of Comments <ul style="list-style-type: none"> • Further training/refresher would be good • Good group collaboration • Was good to hear from all agencies and also from a Local Government perspective • Good understanding • I am aware of the various issues that can occur but it all appeared to be ad hoc 		
4. Was the time allocated to the exercise sufficient?	18	1 + 1 No Answer
Summary of Comments <ul style="list-style-type: none"> • I think having it conclude by 1230 1300 is sufficient time, this group was starting to lose focus • More than sufficient • Yes, but there didn't seem to be an objective to the day 		

5. Can you suggest any changes to the format or time allocated for future exercises?	1	14 + 5 No Answer
<p>Summary of Comments</p> <ul style="list-style-type: none"> • Attempt to facilitate a practical exercise so participants perform actual functions • I think having it conclude by 1230 1300 is sufficient time, this group was starting to lose focus • Enjoyed the format 		
Question	Yes Responses	No Responses
6. Based upon your observations and experiences during the exercise, are there any issues or actions that you will follow up in relation to you, your organisation or another organisation? If YES, please describe?	9	9 + 2 No Answer
<ul style="list-style-type: none"> • Make myself more aware of our processes and keep staff informed • Refresher for staff and their roles • Attempt to drive more major incidents within sub centres • All shire staff being aware of where things are, including evac box location. Maybe as part of Shire inductions • Look up policy and procedures regarding these events • Investigate regional capacity of DFES and LG for CLU before state pre form team activated • Good to know that locals have info and training and that access is there for <u>lots</u> of other supports • Evacuation centre preparedness • Good to see LG's actively involved • Good round table discussions (productive) • Better awareness training for Brookton staff members • Well organised and run • I will be investigating the formal oplans we have in place to handle emergencies generally 		
Any other General comments		
<p>Summary of any other General Comments</p> <ul style="list-style-type: none"> • .Great opportunity, informative, thank you • Well worth attending. Well run if not a bit intense • Materials provided for future reference are very good • Well done, thank you for arranging, good to have interactions with all local groups • Good exercise, worked really well. Good discussions across agencies + how + who does what in an incident. • Very good using different scenarios eg. Storm versus bushfire • Good exercise, time frame of 0930 to 1230 would be perfect with lunch/debrief • Format of the day was great • Great interaction by those in attendance 		

Follow-Up Actions for Consideration Summary

The table below records the exercise follow-up actions for consideration for the improvement of DC's Local Emergency Relief and Support Plans and Local Governments Emergency Management Arrangements and Recovery Plans.

The follow-up actions have been compiled using the information collected, collated and analysed from -

- the exercise hot debrief.
- the scenario cards which were used as an exercise strategy to deliver specific tasks and for the participants to record their responses on the exercise participants' feedback forms.

Action 1

Participants to make the exercise report available to all relevant staff and volunteers within their agency, for identification of comments and actions that may require internal follow up action.

Who to action: All participants

Action 2

Participants to consider the need for additional training in relation to 'emergency relief and support' and to determine the need to recommend additional staff and volunteers to attend future 'Emergency Evacuation Centre Training' to be arranged by the Regional Coordinator (RC) Wheatbelt, Department of Communities.

Who to action: All participants and Regional Coordinator Wheatbelt

Action 3

Potential Evacuation Centre Coordinators to be provided with additional training in the actual activation of Communities within the Wheatbelt. This is ongoing.

Who to action: Regional Coordinator – Wheatbelt

Action 4

All agencies to regularly review and evaluate their own procedures, operations, resources, training and exercising in regard to emergency and disaster management.

Who to action: All Agencies

Action 5

Local authorities to consider the need for back-up power at designated evacuation centres in their Shire and consider the various solutions.

Who to action: Local Governments

Action 6

Consider responses to Mental Health issues and arrange information, support or processes as required, to help staff at the centre to deal effectively with evacuees that present in an agitated state due to a previously diagnosed Mental Illness.

Who to action: All Agencies

Action 7

Individual and agency/group feedback to be collected electronically for ease of distribution with the report.

Who to action: ERS and Wheatbelt team

Action 8

Redistribute the 'Micro Burst information for participants – pre-exercise' document with this report for reference. Refer attachment 2.

Who to action: Exercise Director

Suggestions for Future Training Activities Summary

From all the assessment and evaluation information it is recognised that there is an opportunity to further enhance and develop Department of Communities and agencies knowledge, skills and experience.

The table below lists some suggestions for future training activities.

Suggested training activities	Organised by*	Date to occur
1) As per Action 2 – Follow up with Local Governments in the Wheatbelt to arrange locations and dates for further training and exercises	RC Wheatbelt	TBA
Emergency evacuation centre training York/Beverley	RC Wheatbelt RC Wheatbelt	Tentative 19 th November Ongoing
Emergency evacuation centre training		
2) Arrange to hold desktop evacuation centre exercises as part of LEMC meetings in the Wheatbelt	RC Wheatbelt	Ongoing
<ul style="list-style-type: none"> or ensure that the evacuation centre component is covered in desktop exercises organised by the LEMC meeting. 	LGA LEMC and RC Wheatbelt	Ongoing

Registered Participants

Exercise Team	Communities	St John Ambulance
Jo Spadaccini	Susan Weston	Tania Dickson
Michael Phillips	Ken Parker	Ian Dawson
		Phillip Crute
Shire of Brookton	Shire of Beverley	DFES
Harold Bell	David White	Adam Whitford
Jennie Mason	Simon Marshall	Charlotte Powis
Beryl Copping	Troy Granville	
Kylie Freeman	Stephen Gollan	
Deanne Sweeney		
Sandie Spencer	WACHS	WA Police
Jason Carrall	Kylie Nottle	S Peet
Lachlan McCabe	Communities	Rab Safrain
St John Ambulance	Susan Weston	
Tania Dickson	Ken Parker	
Ian Dawson		

Participants Pre-exercise Information

Exercise – Microburst Cross Boundaries – Brookton – Tuesday 11 June 2024

A wet Microburst



Roma – January 2015 (Peter Thompson) Arizona July 2016 (Jerry Ferguson)

What are the characteristics and threats of a Microburst?

- A microburst is a small-scale version of a weather event known as a downburst – a powerful current of air that moves downwards to ground level and then spreads outwards in all directions.
- Usually less than 4km in diameter (about the size of a typical suburb)
- They last up to 15 minutes with maximum intensity lasting between 2 and 4 minutes
- Winds of 90-125km/h are common and in stronger ones, winds may easily exceed 150km/h.
- These winds can down trees and powerlines, unroof homes and push cars off the road / highway. Stronger ones may also cause further, more significant damage to homes and buildings while being able to push large trucks off highways.
- The scenarios are based in the first few hours of an evacuation centre being set up.
- The event has caused major damage to your local area and has caused many homes to be damaged to a level that has deemed them unsafe to be inhabited without further inspection.
- The amount of rain received has caused flooding in susceptible areas as well as areas where rising water has been caused by blocked drains. Flooding has also caused effluent to mix into the flood water in some areas.
- Damage to major infrastructure such as hospitals is considered minor/ inconsequential unless advised otherwise.
- The evacuation centre has been set up in Brookton and Beverley for all affected residents.
- Staffing and resources are to be considered from your normal available area first. Any additional staff or resources that are sourced from outside your area will need to be considered on the extent of the areas involved in the event, refer to the event map on your table. Allow for reasonable travel time.



Microburst between Beacon and Wialki - Photo Credit – Jordan Cantelo.

8.09.24 FOR INFORMATION

Nil at this time.

9.09.24 NEXT MEETING & CLOSURE

- Meeting dates for 2024:
 - 11th June 2024 – Evacuation Centre Exercise
 - 10th September 2024
 - 10th December 2024