



LOCAL EMERGENCY MANAGEMENT COMMITTEE MEETING

MINUTES

**Emergency Management Act 2005
SECTION 38 (1)**

A Local Government is to establish one or more local emergency management committees for the local government district.

Ordinary Meeting of the Local Emergency Management Committee
Held at the Shire of Plantagenet Committee Room
2.30pm Thursday 2 May 2019

**Rob Stewart
CHIEF EXECUTIVE OFFICER**

Committee Members

Cr B Lang, Cr S Etherington (Deputy), Mr D Lynch, Sgt D Johnson, Mr N Handasyde, Mr J Stasev, Ms K Beidatsch, Ms E Drage, Ms J Hollingworth, Mr W Bailye, Mr N Blackburn, Mr W Hood, Ms A Tucker, Mr S Player and Ms J Weekes (Resolution No.235/17)

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MEMBERSHIP (Quorum 8)

Cr B Lang (Presiding Member)

Cr S Etherington (Deputy)

Mr D Lynch

Ms A Tucker

Mr S Player

Sgt D Johnson

Mr N Handasyde

Mr N Blackburn

Ms E Drage

Mr J Stasev

Ms J Hollingworth

Mr W Bailye

Mr W Hood

Ms K Beidatsch

1 DECLARATION OF OPENING / ANNOUNCEMENT OF VISITORS

At 2.41pm, the Presiding Member declared the meeting open.

2 RECORD OF ATTENDANCE / APOLOGIESMembers Present

Cr B Lang	Councillor Representative. Shire of Plantagenet
Mr D Lynch	Manager Works and Services, Shire of Plantagenet
Ms A Tucker	Environmental Officer, Shire of Plantagenet
Mr N Handasyde	Chief Bush Fire Control Officer, Shire of Plantagenet
Mr N Blackburn	Department of Communities
Ms E Drage	Manager, St John Ambulance, Mount Barker
Mr J Stasev	Captain, Volunteer Fire and Rescue Service, Mount Barker
Mr W Hood	Emergency Services Team Convenor, Red Cross Mount Barker
Mr T Farmer	Department of Biosecurity, Conservation and Attractions

Visitors

Mr S Farmer	Pardelup Prison Farm
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Apologies

Mr S Player	Ranger, Shire of Plantagenet
Sgt D Johnson	Officer in Charge, Mount Barker Police

3 CONFIRMATION OF MINUTES

Moved Mr N Blackburn, Seconded Mr Wood;

That the Minutes of the Ordinary Meeting of the Local Emergency Management Committee held 7 February 2019 as circulated, be taken as read and adopted as a correct record.

CARRIED

4 BUSINESS ARISING FROM PREVIOUS MEETINGS

Nil.

5 STANDARD AGENDA ITEMS (AS PER STATE EM PROCEDURE 7)**5.1 CONFIRMATION OF CONTACT DETAILS AND KEY STAKE HOLDERS**

See Attachment One for contact list.

5.2 POST MAJOR INCIDENT REPORTS

Mr Lynch, Manager Works and Services advised the meeting of the recently recognised AGRN 858 following a storm event on 19 and 20 March 2019. The Shire would be repairing a number of roads damaged as a result of this event under the Disaster Recovery Funding Arrangements Western Australia (DRFAWA).

5.3 POST EXERCISE REPORTS

No discussion.

5.4 FUNDING NOMINATIONS AND APPLICATION PROGRESS

No discussion.

6 GENERAL BUSINESS

6.1 LOCAL EMERGENCY WELFARE PLAN UPDATE

See Attachment Two.

Mr N Blackburn spoke to the meeting about the update to the plan.

6.2 SOP BUSINESS CONTINUITY PLAN

See Attachment Three.

Mr Lynch discussed the process of undertaking a Business Continuity Plan (BCP). He also advised the Department of Communities will be running a region-wide emergency exercise in October 2019.

The Mount Barker and Rocky Gully St John Ambulance branches will be attending a Major Medical Incident (MMI) course in May this year.

7 NEXT MEETING

2.30pm Thursday 1 August 2019

8 MEETING CLOSURE

At 3.21pm, the Presiding Member declared the meeting closed.

CONFIRMED _____

Presiding Member

_____ Date

ATTACHMENT THREE