



LOCAL EMERGENCY MANAGEMENT COMMITTEE MEETING

MINUTES

Committee Brief:

The duties of the Local Emergency Management Committee shall be:

- *To advise and assist the local government in ensuring that local emergency management arrangements are established for its district;*
- *To liaise with public authorities and other persons in the development, review and testing of local emergency management arrangements;*
- *To carry out other emergency management activities as directed by the State Emergency Management Committee or prescribed by the regulations; and*
- *After the end of each financial year, prepare and submit to the District Emergency Management Committee (DEMC) an annual report of activities undertaken by it during the year.*

Meeting of the
Local Emergency Management Committee
held at the **Shire of Plantagenet Administration Office**
5.30pm Tuesday 3 November 2009

Rob Stewart
CHIEF EXECUTIVE OFFICER

Committee Members

Cr S Etherington, Manager Community Services, Ranger, Environmental Health Officer, Cr A Budrikis (Deputy) (Resolution No. 318/09) Allan Spicer, Keith Hart, Wes Beck, Carrie Linster, David Burcham, Gary Wann, Ewen Hill, Rosemary Waud, Alanna Robbins, Gill Toone

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1 DECLARATION OF OPENING / ANNOUNCEMENT OF VISITORS

Meeting declared open by the Chairperson at 5.30pm.

2 RECORD OF ATTENDANCE / APOLOGIES

Present:

Cr Sue Etherington (Chair)	Shire of Plantagenet
Rob Clarke	St John Ambulance
Sarah Evans	Department for Child Protection
Phill Jeffery	State Emergency Service
Gary Wann	State Emergency Service
Jeff Drage	Mount Barker Volunteer Fire & Rescue Service
Wesley Beck	Mount Barker Volunteer Fire & Rescue Service
Allan Spicer	WA Police Department
Eric Howard	Shire of Plantagenet
Nicole Selesnew	Shire of Plantagenet
Adam Smith	Fire and Emergency Services Authority
Rayona Evans	Shire of Plantagenet

Apologies:

Ted Knight	Department of Agriculture
David Burcham	Chief Bush Fire Control Officer
Ewen Hill	St John Ambulance

3 CONFIRMATION OF MINUTES

Minutes, as circulated, of the Ordinary Meeting of the Local Emergency Management Committee held on 4 August 2009.

Officer Recommendation

Moved G Wann, Seconded P Jeffery

THAT the Minutes of the Ordinary Meeting of the Local Emergency Management Committee held 4 August 2009 as circulated, be taken as read and adopted as a correct record.

CARRIED

4 REPORTS OF COMMITTEE MEMBERS AND OFFICERS

COMMUNITY SERVICES REPORT

Location / Address: N / A
Name of Applicant: N / A
Author: Nicole Selesnew
Date of Report: 28 October 2009

Council Representation on the Local Emergency Management Committee (LEMC)

Cr Sue Etherington is the new chair of the LEMC. This is Cr Etherington's second time with the Council, the first being from 1991 to 1999. Cr Etherington's skills include a business owner, Justice of the Peace and Director on the Mount Barker Community Bank Board.

Cr Etherington is enthusiastic about her role with the LEMC and developing her emergency and risk management skills.

Cr Andrus Budrikis has been appointed to the role of LEMC Deputy Chair.

Community Emergency Services Manager (CESM)

Andrew Buchanan has been appointed as the CESM for the Shire of Plantagenet. Andrew has an emergency management background from the gas industry and since moving to the area, has spent the last few years as a Project Manager with the City of Albany. Andrew will be starting in a few weeks time and the initial focus will be to complete the Risk Management plans, finalise the Local Emergency Management Arrangements and ensure the Bush Fire Brigades are prepared for the coming fire season.

Emergency Services Levy allocations

The Shire's Emergency Services Levy (ESL) allocation for 2009 / 2010 is:

- Bush Fire Brigade Operational budget - \$91,600.
- Bush Fire Brigade Capital allocation – new Broadacre fire trucks for the Denbarker and Narpyn Bush Fire Brigades, refurbished Broadacre fire truck for the Perillup Bush Fire Brigade and shed extensions to the Rocky Gully Bush Fire Brigade shed.
- State Emergency Service Operational budget - \$10,922.
- State Emergency Service Capital allocation – air conditioning unit and wooden window frame repairs.

The request for new sheds for the South Porongurup and Forest Hill Bush Fire Brigades was not supported. The Shire lodged an appeal against the decision.

Changes to the Bush Fires Act

The LEMC discussed some proposed amendments to the Bush Fires Act at the August meeting. Following this meeting the amendments have been presented at the Parliament but not formally heard. Parliament will sit again in two weeks time during which it is anticipated the amendments will be formalised. Following the formalisation, workshops will be held with emergency service groups throughout the state to overview the changes.

5 GENERAL BUSINESS / MATTERS ARISING

Mount Barker Volunteer Fire and Rescue Service (MBVFRS)

Jeff Drage suggested the need for some public education in relation to reporting emergencies and giving correct addresses.

The MBVFRS were recently called out to an explosion at the Swimming Pool in Marmion Street when in actual fact the fire was on Hassell Street (on the opposite side of Mount Barker).

After discussion, it was decided that individual agencies would do their own public education, such as reports in the Plantagenet News to increase public awareness.

Wes Beck reported that it had been a quiet period, with only 10 call-out since 1 July 2009. The MBVFRS is currently liaising with the Police in relation to some deliberately lit fires in the district.

State Emergency Services (SES)

The SES has advised they are no longer able to carry out road blocks or closures unless they have completed the appropriate training and can only be used for the short term until contractors such as Southern Road Services are available.

SES personnel and vehicles are not permitted on a fire ground or any area deemed to possibly become a fire ground. However, the SES can provide logistical support such as communications, meal delivery etc.

SES volunteers will be attending Water Bomber Refilling Training on 16 November 2009 at Karri Oak airstrip. Ray Parry encouraged SES personnel to be involved in this training as they are a valuable resource when Brigade members can not attend.

There are currently 11 active members and 2 reserve members.

Department for Child Protection

Sarah Evans will be contacting agencies in the near future in preparation for the upcoming fire season

Department for Child Protection was not activated during the recent Elleker fire but Sarah did some telephone outreach sessions with some of the effected residents which proved beneficial.

WA Police Department

The Police are investigating some deliberately lit fires in the district recently.

Following the outcomes of the recent enquiries into major emergencies such as the Eastern Goldfields fire, Allan Spicer encouraged all volunteers to keep accurate running sheets of all decisions made during an event and remain vigilant with the Australasian Inter-service Incident Management System (AIIMS). It is also important that all decisions are signed off by the Incident Controller and a copy retained.

St John Ambulance

Ewen Hill has resigned from LEMC and Rob Clarke will now be the St John Ambulance representative.

St John's has been very busy with 47 call-outs in the last month.

Due to funding restraints, the proposed St John officer and building upgrades have been postponed.

Shire of Plantagenet

Ray Parry advised that following some recent patrols around the Shire he's noticed that the fuel load around the Shire is very high and could lead to a high risk fire season.

'Surprise' Desk Top Exercise

Adam Smith prepared a desk top exercise for the Committee. The information regarding the exercise is attached.

Attachments

(1) Plantagenet Desk Top Exercise supporting information.

6 NEXT MEETING

5.30pm Tuesday 2 February 2010 at the Mount Barker Police Station.

7 MEETING CLOSURE

7.45pm The Chairperson declared the meeting closed.

CONFIRMED:CHAIRPERSON_____DATE:____/____/____