



LOCAL EMERGENCY MANAGEMENT COMMITTEE MEETING

MINUTES

Meeting of the Local Emergency Management Committee
held at the
St John Ambulance Hall
5.30pm Tuesday 4 February 2014

Rob Stewart
CHIEF EXECUTIVE OFFICER

Committee Members

Cr S Etherington, Cr B Bell (Resolution No.260/13), Mrs N Selesnew Mr E Howard, Sgt Al Keogh, Mr K Forbes AM, Mr A Buchanan, Mr B Cross, Mr B Gladwin, Ms A Robbins, Mr W Bailye, and Ms J Weekes

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1 DECLARATION OF OPENING / ANNOUNCEMENT OF VISITORS

2 RECORD OF ATTENDANCE / APOLOGIES

Present:

Cr Sue Etherington
Nicole Selesnew
Adam Smith

Shire of Plantagenet
Shire of Plantagenet
State Emergency Management
Committee Secretariat

Kevin Forbes AM
Bryn Gladwin
Alanna Robins
Neville Blackburn

Chief Bush Fire Control Officer
St John Ambulance
Plantagenet Cranbrook Health Service
Department of Child Protection and
Family Support

Sgt Al Keogh
Andrew Buchanan

West Australian Police
Mount Barker Volunteer Fire & Rescue
Service

Jeff Drage

Mount Barker Volunteer Fire and
Rescue Service

Wes Bailye
Jo Weekes

Department of Parks and Wildlife
Shire of Plantagenet

Apologies:

Barry Cross
Ruth Godden
Eric Howard
Wayne Hood
Ted Knight
Lorna Woodwood

Mount Barker State Emergency Service
Plantagenet Cranbrook Health Service
Shire of Plantagenet
Red Cross
Department of Agriculture and Food WA
Department of Child Protection and
Family Support

3 CONFIRMATION OF MINUTES

Moved Neville Blackburn, seconded Wes Bailye

That the Minutes of the Ordinary Meeting of the Local Emergency Management Committee held 5 November 2013 be confirmed.

CARRIED

4 REPORTS OF COMMITTEE MEMBERS AND OFFICERS

4.1 COMMUNITY EMERGENCY SERVICES REPORT

Location / Address: N / A

Name of Applicant: N / A

Author: Jo Weekes

Date of Report: 20 January 2014

Tabletop Incident

The Tabletop incident held at the last Local Emergency Management Committee (LEMC) meeting went well. The exercise highlighted the actions the various members of the LEMC will need to address if an incident occurred.

Thank you to those who gave feed back on the exercise and to Adam Smith for assisting and guiding us on the night.

Available resources within the Shire of Plantagenet

Thank you to those who have replied to my request of available resources of the different agencies. This will assist me in updating the Local Emergency Management Arrangements.

Welfare Trailer

A reply from the Albany State Emergency Service has been received in regards to their catering trailer, and they have declined our request. I will be seeking outside funding in regards to this matter.

Exercise

Another table top exercise will be conducted at the May LEMC and a mock exercise is planned for June or July. If anyone has any ideas or thoughts on what type of exercise we could run please forward those to me. If anybody would like to assist me in organising it please let me know.

MOUNT BARKER VOLUNTEER FIRE AND RESCUE

Andrew Buchanan advised there were a number of minor incidents since the last Local Emergency Management Committee meeting, including a number of false alarms.

WEST AUSTRALIAN POLICE

Sgt Al Keogh discussed continuing suspicious fires in and around the settlement of Narrikup. Sgt Keogh informed the committee that a person of interest has been charged with 3 counts of deliberately lighting fires. The issue of recompense to the Shire and Brigades was discussed.

MOUNT BARKER STATE EMERGENCY SERVICE

Nil

BUSH FIRE SERVICE

Since Chief Bush Fire Control Officer Kevin Forbes submitted his report (which is attached) he stated there had been another 4 suspicious fires in the Narrikup area. He also discussed prescribed burns on the west side of the township of Mount Barker that he hoped to have done in the upcoming autumn.

ST JOHN AMBULANCE

Bryn Gladwin informed the committee that the St John Ambulance in Mount Barker and sub stations of Kendenup and Rocky Gully had completed 546 jobs totalling 40,000kms in the previous year. He also informed the committee that a Community Paramedic has been assigned to Mount Barker and Denmark to assist the volunteers with administration and training and will attend Mount Barker 2 days a week.

DEPARTMENT OF PARKS AND WILDLIFE

Wes Bailye gave an overview of the Clear Hills fire which was to the West of Mount Barker in the Denbarker and Forest Hill area and ran over a couple of weeks. They have also had a number of other fires but much smaller.

5 GENERAL BUSINESS / MATTERS ARISING

Community Emergency Management Officer – State Emergency Management Committee

Adam Smith handed out a questionnaire from the Community Disaster Resilience Scorecard Tool Kit in relation to the community of Kendenup. The LEMC completed the form. Adam will complete a full report on the outcomes for the next LEMC meeting.

Department of Child Protection and Family Support

Neville Blackburn gave an over view of the Local Emergency Management Plan for the Provision of Welfare Support document that his agency had compiled for the Shire of Plantagenet. This document will be tabled at the next LEMC meeting for endorsement for inclusion in the Local Emergency Management Arrangements.

There was a general discussion re the role of the Department of Child Protection and Family Support and what and when they could provide assistance and the relationship they have with the Local Government.

Welfare Trailer

Despite originally declining our request in regards to their Welfare trailer the Albany State Emergency Service contacted me and offered the use of the Welfare Trailer on a shared basis and is willing to deliver the trailer to the Shire of Plantagenet as needed.

The Shire of Plantagenet requested a letter of support from the LEMC for a Funding Application in regards to a Fire Risk Management Strategy for the entire Shire.

Motion:

Moved Jeff Drage, seconded Al Keogh

That a letter be sent on behalf of the Local Emergency Management Committee to the Shire of Plantagenet in support of their Funding Application.

CARRIED

After the Clear Hills fire in the Denbarker and Forest Hill area the issue of possible evacuation of Pardelup Prison was raised.

There did not seem to be a clear evacuation plan by the Prison which raised concerns if both prisoners and residents needed to be evacuated within the Shire.

Andrew Buchanan complimented the system that the hospital has in place for alerting the Volunteer Fire and Rescue of rooms that had already been

cleared of patients following a recent evacuation. The system worked very well when they had an alarm for a fire in the roof.

Nicole Selesnew informed the LEMC that she had resigned her position at the Shire and that this would be her last LEMC meeting.

Cr Sue Etherington thanked Nicole for her help with the LEMC and wished her all the best in the future.

6 ATTACHMENTS

- Chief Bush Fire Control Officer Report.
- Agenda Item – Letter of support.

7 NEXT MEETING

5.30pm Tuesday 6 May 2014

Location to be advised.

8 MEETING CLOSURE

Meeting closed 7.45 pm.

CONFIRMED:

CHAIRPERSON _____ **DATE:** ____ / ____ / ____