



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.

Meeting of the Local Emergency Management Committee
held at the
Shire of Plantagenet
5.30pm Thursday 4 February 2016

Rob Stewart
CHIEF EXECUTIVE OFFICER

Committee Members

Cr S Etherington, Cr Jeff Moir (Resolution No.237/15), Ms F Pengel, Mr S Chambers, A/Sgt K Loveland, Mr K Forbes AM, Mr N Blackburn, Mr J Drage, Ms K Beidatsch, Mr E Drage, Ms R Godden, Mr W Bailye, Mr W Hood, Mr S Player and Ms J Weekes

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MEMBERSHIP

Cr S Etherington (Chairperson)

Cr J Moir (Deputy)

Ms F Pengel

Ms J Weekes

Mr S Chambers

Mr S Player

A/Sgt K Loveland

Mr K Forbes AM

Mr N Blackburn

Ms E Drage

Mr J Drage

Ms R Godden

Mr W Bailye

Mr W Hood

Ms K Beidatsch

1 DECLARATION OF OPENING / ANNOUNCEMENT OF VISITORS

2 RECORD OF ATTENDANCE / APOLOGIES

Present

Sue Etherington	Shire of Plantagenet
Fiona Pengel	Shire of Plantagenet
Jo Weekes	Shire of Plantagenet
A/Sgt K Loveland	Mount Barker Police
Jeff Drage	Mount Barker Volunteer Fire and Rescue
Elsa Drage	Mount Barker St John Ambulance
Neville Blackburn	Department of Child Protection and Family Support
Wayne Hood	Mount Barker Red Cross

Visitors

Adam Smith	Office of Emergency Management
Jason Stasev	Mount Barker Volunteer Fire and Rescue

Apologies

Ruth Godden	Plantagenet Cranbrook Health Service
Lorna Woodward	Department of Child Protection and Family Support

3 CONFIRMATION OF MINUTES

Moved Jeff Drage, seconded Kevin Loveland

That the Minutes of the Ordinary Meeting of the Local Emergency Management Committee held 4 August 2016 be confirmed.

CARRIED

4 BUSINESS ARISING FROM PREVIOUS MEETINGS

4.1 Review of Table Top exercise report to SEMC.
Document provided.

4.2 Confirmation of Local Emergency Management Arrangements.
Document provided.

5 STANDARD AGENDA ITEMS

5.1 Confirmation of Contact details and key stakeholders

Contact details updated.

5.2 Post Major Incident Reports

Department of Child Protection and Family Support (DCPFS) established an evacuation centre at the Albany Leisure and Aquatic Centre in response to a fire in the City of Albany boundaries. Though not used by the public, DCPFS found it a useful test of their arrangements.

5.3 Post Exercise reports

Nil

5.4 Funding Nominations and Application Progress

An application to the National Disaster Resilience Program for the development of a Bush Fire Mitigation program for the whole of the Shire was discussed and fully supported by the committee.

5.5 Review of the State Preparedness report

Mr Adam Smith from the Office of Emergency Management (OEM) formally known as the State Emergency Management Committee gave a presentation on the Capability Framework that all agencies report against.

The Capability Framework underpins the direction and content of the preparedness report. The information from the preparedness report will be used to assist agencies to recognise gaps in their local capabilities.

6 GENERAL BUSINESS

6.1 Review of LEMC membership.

The composition of the current LEMC membership was discussed, as the LEMC should largely reflect the membership of the Local Recovery Committees. Seven of the current membership are likely to be first responders in the event of a major incident so would not be involved in recovery activities.

A number of additions to the LEMC would be beneficial. Personnel from various utilities, local business and relevant community groups will be approached and encouraged to attend.

The timing of the LEMC meetings was also discussed as many of the personnel required at the LEMC may find it easier to attend if meetings

were held during work hours. It was agreed that the LEMC would be scheduled during work hours.

6.2 DCPFS advised the LEMC that they will be holding an exercise involving both the Shire of Plantagenet and the Shire of Cranbrook in October 2017.

6 NEXT MEETING

Thursday 4 May 2017 at 2.00PM

Shire of Plantagenet Committee Room

7 MEETING CLOSED

6.50 pm

CONFIRMED:

CHAIRPERSON_____ **DATE:**____/____/____