

SHIRE OF MT MARSHALL



Local Emergency Management Committee

**Minutes of the Mt Marshall Local Emergency
Management Committee meeting held in
Council Chambers, 80 Monger St, Bencubbin on
Tuesday 14 August 2018,
commencing at 3.37pm.**

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**Minutes of the Mt Marshall Local Emergency Management Committee Meeting
held Tuesday 14 August 2018**

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1.0 Declaration of Opening / Announcement of Visitors

Cr Sachse welcomed committee members and visitors to the meeting and declared the meeting open at 3.37pm.

2.0 Record of Attendance / Apologies

In Attendance

Cr Anthony Sachse	Shire President/Chair
Sgt Heather Carter	OIC Bencubbin Police/Deputy Chair
SC Lily Unasa	2IC Bencubbin Police
Mr Jack Walker	Regulatory Officer
Ms Olivia Granich	Community Development Officer
Mr Peter Geraghty	SJA Co-ordinator Kununoppin SC
Mr Damian Tomas	Chief Bush Fire Control Officer
Ms Sue Scully	RAN Bencubbin Silver Chain

Apologies

Ms Leah Boehme	Principal Bencubbin PS
Ms Jo Spadaccini	DCP & Family Support
Mr Michael Lovell	Area Manager DFES
Mr John Nuttall	Chief Executive Officer
Mr Shaun Betley	SJA Community Paramedic
Cr Ian Sanders	Shire Councillor

Visitors

Inspector John Robertson	WAPOL
Inspector Gordon Fairman	WAPOL

3.0 Confirmation of Minutes

3.1 Minutes of the Mt Marshall Local Emergency Management Committee Meeting held Tuesday 14 November 2017

LEMC2018/001 OFFICER RECOMMENDATION / COMMITTEE DECISION:

That the minutes of the Mt Marshall Local Emergency Management Committee meeting held on Tuesday 13 February 2018 be confirmed as a true and correct record of proceedings.

Moved Sgt Heather Carter

Seconded Mr Peter Geraghty

Carried 8/0

4.0 Reports of Officers

4.1 Regulatory Officer

4.1.1 Information for the Committee

- Beacon Airstrip upgrade – applications for funding has been successful, with the Federal and State Government each contributing \$157,000.00. The Shire will contribute \$175,000.00. A total of \$489,000.00 has been included in the shire budget to upgrade the airstrip which will include improvements to the running surface, installation of runway lighting and a vermin proof fence.
- Although this situation has been brought to the attention of the District Emergency Management Committee and various local government bodies it is worth making mention that on Good Friday the district lost its phone service due to severe thunderstorms, which resulted in power failures and due to the length of time the power was out the batteries to the mobile phone tower and to the exchange went flat. As a result of the incident the Shire President and CEO have had discussions with Telstra regarding their concerns.
- At the conclusion of the last meeting Jo Spadacinni carried out a desktop exercise on the opening of an evacuation centre, to ensure Shire staff are prepared for an emergency. The Community Development Officer has made up “evacuation centre kits” which contain all the necessary materials required to open an evacuation centre.
- On Wednesday 20 June 2018, committee members attended a Risk Management workshop with Rachel Nightingale to prepare the Shire’s risk management arrangements. Rachel will forward the arrangements once the paperwork has been completed.
- Amendments to Contacts – Leah Boehme replaces Bruce Gibson as Principal of Bencubbin Primary School, Craig Lewington replaces Karen Tabner as Principal of Beacon Primary School and Tara Eddy leaves Beacon Silver Chain.
- Attachment – Wheatbelt DEMC – June 20108 minutes of meeting
- Attachment – copy of Cr Sachse’s report to WALGA Great Eastern Country Zone Committee on 28 June 2018.

5.0 Other Reports

5.1 Chief Bush Fire Control Officer

- Steady rainfall over the last two months should reward farmers with a very good harvest which in turn means an abundance of fuel loading that could create a busy fire season.
- All Shire fire appliances will be serviced prior to the commencement of the fire season.
- Shire’s Fire Break notice will go out to rate payers with their rate notices.
- The Restricted Burning season commences on Wednesday 19 September 2018 to Wednesday 31 October 2018.

5.2 St John Ambulance Services

- AGM to be held on Thursday 22 August 2018 in Bencubbin at 7.30pm
- Replacement ambulances have been ordered for Bencubbin and Beacon
- Two more volunteers have joined the service, one in Bencubbin and one in Beacon.
- Next major event to attend will be the Adam Harvey concert in Beacon.
- Mr Geraghty raised the following topics with regards to the upgrade of the Beacon airstrip:
 - (1) SJA would like to erect a transfer shed at the airstrip
 - (2) Pad for RFDS planes
 - (3) Electrical components
- Mr Damian Tomas asked on the progress with clearing permits and made mention of the requirements if endangered species are identified.

5.3 Department of Fire & Emergency Services

- Tested new fire service at the Bencubbin Sporting complex with CBFCO Mr Damian Tomas, Bencubbin Bush Fire Brigade Captain Mr Mark Jeffries, Regulatory Officer, Mr Jack Walker and Mr Paul White, Hydrologist.
- Will discuss training requirements for Bush Fire Brigade members with Mr Jack Walker.
- Next DOAC meeting will be in Merredin on Monday 10 September 2018

5.4 Department of Child Protection and Family Services

Nil

5.5 Education Department

Bencubbin and Beacon Primary Schools have new Principals – Leah Boehme is at Bencubbin and Craig Lewington is at Beacon.

Bencubbin Primary School has revised its Emergency and Critical Incident Management Plan and Bush Fire Plan and a copy has been included in the Local Emergency Management Arrangements.

5.6 Bencubbin Police

Inspector's Robertson and Fairman were invited to address the meeting and they have requested that our annual exercise be in the form of an incident that the local police officers are the Hazard Management Agency. The meeting was agreeable to hold an exercise in October 2018.

Inspector Freeman to check with Main Roads regarding the requirements for a local authority to close roads during a storm event.

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5.7 Silver Chain Nursing Association

Tara Eddy has left Beacon.

Concern was raised that the emergency generator at the Beacon Nursing Post was inadequate as it had a limited fuel supply.

5.8 Disabilities Service Commission

Nil

5.9 Community Development

Evacuation centre kits have been prepared.

Shire staff to prepare a "chain of command" procedure in the event that an evacuation centre is required.

6.0 General Business

A brief discussion was had on the positives and negatives that social media played during an emergency event.

7.0 New Business of an Urgent Nature Introduced by Decision of the Meeting

Nil

8.0 Next Meeting – Tuesday 13 November 2018 commencing at 3.30pm in Council Chambers, 80 Monger Street, Bencubbin

9.0 Closure of Meeting

There being no further business the meeting closed at 4.58pm

These Minutes were confirmed at the Local Emergency Management Committee Meeting held on

Date

Cr ARC Sachse

Chair