

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 9th May 2017,
commencing at 3.36pm.**

Cr Rachel Kirby Chairman

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held Tuesday 9th May 2017

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1.0 Declaration of Opening / Announcement of Visitors

Cr Kirby welcomed committee members to the meeting and declared the meeting open at 3.36pm.

2.0 Record of Attendance / Apologies

In Attendance

Cr Rachel Kirby	Shire President / Chair
Cr Stuart Faulkner	Deputy Shire President
Mr John Nutall	Chief Executive Officer
Mr Jack Walker	Regulatory Officer
Mrs Sally Putt	Community Development Officer
Mr Peter Geraghty	SJA Co-ordinator
Ms Susan Scully	Bencubbin Silver Chain
Mrs Wendy Evans	Beacon Silver Chain
Mrs Karen Tabner	Principal Beacon PS

Apologies

Mrs Yvette Grigg	District EM Advisor
Ms Joanne Spadaccini	DCP & Family Support
Mr Shane Klunder	Area Manager – DFES
Sgt Heather Carter	OIC Bencubbin Police
Mr Robert McArdle	Principal Bencubbin PS
Mr Damian Tomas	Chief Bush Fire Control Officer
Mr Shaun Betley	Community Paramedic

3.0 Confirmation of Minutes

3.1 Minutes of the Mt Marshall Local Emergency Management Committee Meeting held Tuesday 21 February 2017

LEMC2017/005 OFFICER RECOMMENDATION / COMMITTEE DECISION:

That the minutes of the Mt Marshall Local Emergency Management Committee meeting held on Tuesday 21 February 2017 be confirmed as a true and correct record of proceedings.

Moved Cr S Faulkner

Seconded Mr P Geraghty

Carried 10/0

4.0 Reports of Officers

4.1 Regulatory Officer

4.1.4. Information for the Committee

File No:	A6/38
Location/Address:	N/A
Name of Applicant:	Shire of Mt Marshall
Name of Owner:	N/A
Author:	Jack Walker – Regulatory Officer
Attachments:	Nil
Declaration of Interest:	Nil
Voting Requirements:	Simple Majority
Previously Considered:	Nil

Background:

The following is a list of items that require the committee's attention this financial year or items that have occurred or been followed up since the last meeting:

- Annual exercise – the evacuation of the Beacon Primary School was to be carried out in mid- March 2017, unfortunately due to unforeseen circumstances this did not occur.
- House numbering is still to be completed – I have arranged with the Works Supervisor to complete this work in the week commencing Monday 22 May 2017.
- Beacon Airstrip upgrade – waiting for consulting engineer to provide costings for this project.
- Risk register – during the review of our Local Emergency Management Arrangements a Risk Register was to be included, as this is a time consuming process we were advised to complete it at a later date. Yvette Grigg from Office of Emergency Management has been working with Rachel Nightingale from the Shire of Wyalkatchem to submit an application through the AWARE program to source funding to complete this project. If the application is successful Rachel will be the project manager and facilitate the risk workshops. It is possible that the workshops can include several local governments. Committee input will be vital at the workshops.
- Complete Annual Report in June 2017
- 17 March, 2017 – Welbungin, Bencubbin and Gabbin Bush Fire Brigades attended an escaped stubble burn on Wren Road, Welbungin. Assistance was also received from Mukinbudin Bush Fire Brigade, Trayning and Kununoppin Fire Service Brigades, local farm units and the shire water tanker. Wialki Bush Fire Brigade was on standby.
- 21 March, 2017 – Department of Fire & Emergency Services delivered a new 3.4 Urban Fire Appliance to the Bencubbin Bush Fire Brigade. Members of Bencubbin and surrounding Brigades were on hand to take delivery of the new appliance. Wialki Bush Fire Brigade will receive a new 2.4 Rural Fire Appliance

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in the next few weeks. Welbungin will receive a new Light tanker prior to the next fire season.

Consultation:

Consultation has taken place with the Mr John Nuttall, CEO.

Statutory Environment:

Emergency Management Act (2005)

Section 38(1). Local emergency management committees

- (1) A Local Government is to establish one or more local emergency management committees for the local government's district.

Local Government Act (1995)

5.8: Establishment of Committees

A local government may establish committees of three (3) or more persons to assist the council and to exercise the powers and discharge the duties of the local government that can be delegated to committees.

Relevant Plans and Policy:

Local Emergency Management Arrangements

Financial Implications:

Unknown at present.

Risk Assessment:

Emergency Management is a core responsibility of local government and failure to comply with the legislation would find it in breach of the Local Government Act 1995.

Community & Strategic Objectives:

CIVIC LEADERSHIP – provide accountable and transparent leadership:

C1.1 Enhance open and interactive communication between Council and the community

C1.2 Promote and support community members' participation in the Shires' governance

CIVIC LEADERSHIP – provide efficient and effective management:

C3.3 Provide reporting processes in a transparent, accountable and timely manner.

SOCIAL - Provide services and processes to enhance public safety:

S 3.1 Support provision of emergency services such as bush fire brigades, ambulance and LEMC

Comment:

Nil

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LEMC2017/006 OFFICER'S RECOMMENDATION / COMMITTEE DECISION:

That the information be received by the committee.

Moved Cr S Faulkner

Seconded Mrs W Evans

Carried 10/0

5.0 Other Reports

5.1 Chief Bush Fire Control Officer

Nil

5.2 St John Ambulance Services

Still very busy.

5.3 Fire & Emergency Services Authority of WA

Nil

5.4 Department of Child Protection and Family Services

5.4.1 Department of Child Protection & Family Services – Update to April 2017

**District Emergency Services Officer - Wheatbelt
Update: April 2017**

Planning for 2017 is well under way to ensure that Local Governments and their LEMCs are prepared and informed on their responsibilities in the event of an Evacuation Centre being opened in their Shire, whether for their own or their neighbouring communities.

A discussion exercise has been developed that can be done in conjunction with a LEMC meeting. It will vary in length depending on who is in attendance on the day but generally will last between 1 to 2 ½ hours. The Community Evacuation 2017 exercise is designed to increase the awareness of the Local Government, LEMC members and external agencies on the activation, set up and running of an evacuation centre prior to CPFS arrival, coordination and management of the evacuation centre, closing the evacuation. It will also offer the opportunity to discuss issues that may arise. The exercise is designed as a learning opportunity rather than a testing of specifics and aims to increase the knowledge and understanding of the members.

During the recent flood events along the Avon and Mortlock rivers, CPFS in Northam were requested to open an evacuation centre in Northam and to be on standby to do the same for York and Toodyay in the event that the situation worsened. Our Northam team were able to open the Northam centre within ½ an hour of notification and officers were rostered to cover this centre as well as York and Toodyay if required, for a three day period.

During this event there were other Local Governments that had cases of inundation and some short term displacement of members of their community. In these cases, even if you do not require CPFS to attend if we are made aware that there has been inundation we are able to follow up and provide assistance as required.

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If you have any questions regarding your LGA's preparedness to open and run an evacuation centre until CPFS are able to attend or if you have any questions about CPFS's role in the running of an evacuation centre at any time, please do not hesitate to email me to arrange a time to discuss the available resources.
joanne.spadaccini@cpfs.wa.gov.au

Kind regards

Jo Spadaccini

LEMC2017/007 OFFICERS RECOMMENDATION / COMMITTEE DECISION:

That the report be received by the committee

Moved Mrs W Evans

Seconded Mr P Geraghty

Carried 10/0

5.5 Education Department

Beacon – still waiting for date for evacuation exercise.

5.6 Bencubbin Police

Nil

5.7 Silver Chain Nursing Association

Bencubbin - Nil

Beacon – Nil

5.8 Disabilities Service Commission

Nil

5.9 Community Development

Nil

6.0 General Business

Follow up with Rod Munns progress on Beacon airstrip costing.
Discuss with Joanne the holding of a community evacuation centre exercise at one of our LEMC meetings.

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

Nil

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8.0 Next Meeting – Tuesday 8 August 2017 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 3.53pm

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

Date

Cr Rachel Kirby

Chair