

# 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 8 August 2017,  
commencing at 3.37pm.**

---

Cr Rachel Kirby      Chairman

This page has  
been left blank intentionally

---

# **DISCLAIMER**

## **MEMBERS OF THE PUBLIC ARE REQUESTED TO READ THROUGH AND FAMILIARISE THEMSELVES WITH THE DISCLAIMER**

No responsibility whatsoever is implied or accepted by the Shire of Mt Marshall for any act, omission or statement or intimation occurring during Council or Committee meetings. The Shire of Mt Marshall disclaims any liability for any loss whatsoever and howsoever caused arising out of reliance by any person or legal entity on any such act, omission or statement or intimation occurring during Council or Committee meetings. Any person or legal entity who acts or fails to act in reliance upon any statement, act or omission made in a Council or Committee meeting does so at that person's or legal entity's own risk.

In particular and without derogating in any way from the broad disclaimer above, in any discussion regarding any planning application or application for a license, any statement or intimation of approval made by a member or officer of the Shire of Mt Marshall during the course of any meeting is not intended to be and is not to be taken as notice of approval from the Shire of Mt Marshall. The Shire of Mt Marshall warns that anyone who has an application lodged with the Shire of Mt Marshall must obtain and should only rely on written confirmation of the outcome of the application, and any conditions attaching to the decision made by the Shire of Mt Marshall in respect of the application.

**Minutes of the Mt Marshall Local Emergency Management Committee Meeting  
held Tuesday 8 August 2017**

**TABLE OF CONTENTS**

- 1. Declaration of Opening**
- 2. Record of Attendance/Apologies/Approved Leave of Absence**
- 3. Confirmation of Minutes of Previous Meetings**
  - 3.1 Minutes of the Mt Marshall Local Emergency Management Committee Meeting held on Tuesday 9 May 2017**
- 4. Reports of Officers**
- 5. Other Reports**
  - 5.4.1 Department of Child Protection & Family Services – Update to August 2017**
- 6. New Business of an Urgent Nature Introduced by Decision of the Meeting**
- 7. Next Meeting – To be confirmed**
- 8. Meeting Closure**

Minutes of the Mt Marshall Local Emergency Management Committee Meeting  
held Tuesday 8 August 2017

**1.0 Declaration of Opening / Announcement of Visitors**

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

**2.0 Record of Attendance / Apologies**

**In Attendance**

Cr Rachel Kirby	Shire President / Chair
Cr Stuart Faulkner	Deputy Shire President
Mr John Nuttall	Chief Executive Officer
Mrs Sally Putt	Community Development Officer
Mr Andrew Johnson	Works Supervisor
Mrs Michelle Morris	Acting Principal Beacon PS
Mr Robert McArdle	Principal Bencubbin PS
Ms Susan Scully	Bencubbin Silver Chain 3:41 – 3:53pm
Mrs Wendy Evans	Beacon Silver Chain 3:41 – 3:53pm

**Apologies**

Mr Jack Walker	Regulatory Officer
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 Damian Tomas	Chief Bush Fire Control Officer
Mr Shaun Betley	Community Paramedic
Mr Peter Geraghty	SJA Co-ordinator
Mrs Karen Tabner	Principal Beacon PS

**3.0 Confirmation of Minutes**

**3.1 Minutes of the Mt Marshall Local Emergency Management Committee Meeting held Tuesday 9 May 2017**

**LEMC2017/008 OFFICER RECOMMENDATION / COMMITTEE DECISION:**

*That the minutes of the Mt Marshall Local Emergency Management Committee meeting held on Tuesday 9 May 2017 be confirmed as a true and correct record of proceedings.*

**Moved Cr S Faulkner**

**Seconded Mrs S Putt**

**Carried 9/0**

#### **4.0 Reports of Officers**

#### **4.1 Chief Executive Officer**

#### **4.1.4. Information for the Committee**

- Annual Exercise – The annual exercise has not been carried out. The CEO will encourage Regulatory Officer, Jack Walker on his return from leave to arrange the exercise.
- House Numbering – This is now complete in both Bencubbin and Beacon.
- Beacon Airstrip – Budget / Grant
- AWARE Funding – Assessment of risk and design of mitigation.

#### **5.0 Other Reports**

#### **5.1 Chief Bush Fire Control Officer**

Nil

#### **5.2 St John Ambulance Services**

Nil

#### **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 August 2017**

#### **Department for Child Protection and Family Support District Emergency Services Officer - Wheatbelt Update: August 2017**

As at July 1st 2017 The Department of Child Protection and Family Support was amalgamated into the new Department of Communities.

We will be known as Department of Communities - Child Protection and Family Support Division. The District Emergency Services Officer role has not changed at this stage, nor have the roles and responsibilities of CPFS to manage an evacuation centre in the event of an emergency.

Updating of the Local Emergency Management Plan for the Provision of Welfare Support (LWP) is underway. The finalisation of the revised document has been delayed due to the recently announced Departmental changes/amalgamations by the new WA Government and changes to other documents that are key to CPFS's role in an emergency.

**Minutes of the Mt Marshall Local Emergency Management Committee Meeting  
held Tuesday 8 August 2017**

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](mailto:joanne.spadaccini@cpfs.wa.gov.au)

Kind regards

Jo Spadaccini

**LEMC2017/009 OFFICERS RECOMMENDATION / COMMITTEE DECISION:**

***That the report be received by the committee***

***Moved Cr S Faulkner***

***Seconded Mr R McArdle***

***Carried 9/0***

**5.5 Education Department**

**Beacon Primary School** – In line with a new publication 'A Principal's Bushfire Guide' the school will be implementing a new evacuation plan by September and conducting a fire drill. Megan Beagley will be consulting.

**5.6 Bencubbin Police**

Nil

**5.7 Silver Chain Nursing Association**

AGM will be held on 15 August 2017. A new oxy viva has arrived for Bencubbin

**5.8 Disabilities Service Commission**

Nil

**5.9 Community Development**

Nil

**6.0 General Business**

Jack Walker to provide a template for all parties to be able to provide reports to future meetings.

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

Nil

Minutes of the Mt Marshall Local Emergency Management Committee Meeting  
held Tuesday 8 August 2017

**8.0 Next Meeting – Tuesday 7 November 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