



Local Emergency Management Committee Meeting Minutes

Held on

Tuesday, 8 May 2018

Commencing at 9.00am

Donnybrook Incident Control Centre (SES Building), Bentley Street,
Donnybrook WA 6239

Ben Rose
Chief Executive Officer

29 April 2018

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Please note this agenda may contain recommendations which have not yet been adopted by Council.



LOCAL EMERGENCY MANAGEMENT COMMITTEE MINUTES

8 May 2018

TABLE OF CONTENTS

| | | |
|-----|--|---|
| 1 | DECLARATION OF OPENING / ANNOUNCEMENT OF VISITORS..... | 3 |
| 2 | ATTENDANCE | 3 |
| 2.1 | COMMITTEE MEMBERS | 3 |
| 2.2 | PUBLIC GALLERY | 4 |
| 2.3 | APOLOGIES | 4 |
| 3 | DECLARATIONS FROM THE PRESIDING MEMBER..... | 4 |
| 4 | DECLARATION OF INTEREST | 4 |
| 5 | PUBLIC QUESTION TIME | 4 |
| 6 | PRESENTATIONS | 4 |
| 7. | CONFIRMATION OF MINUTES OF PREVIOUS MEETING | 4 |
| 8 | REPORTS OF OFFICERS | 4 |
| 8.1 | MANAGER DEVELOPMENT AND ENVIRONMENTAL SERVICES..... | 4 |
| 9 | COMMITTEE REPORTS | 5 |
| 10 | OTHER BUSINESS | 5 |
| 11 | CLOSURE OF MEETING | 6 |

SHIRE OF DONNYBROOK BALINGUP LOCAL EMERGENCY MANAGEMENT COMMITTEE MINUTES

Held at the Donnybrook Incident Control Centre (SES Building)
9:00 am, Tuesday, 8 May 2018

1 DECLARATION OF OPENING / ANNOUNCEMENT OF VISITORS

The Chairperson declared the meeting open at 9:00am, welcomed the public gallery and advised them of the meeting procedures.

2 ATTENDANCE

2.1 *Committee Members*

MEMBERS PRESENT

| ORGANISATION | MEMBER | GUESTS | STAFF |
|---|--------------------------------------|--------|-----------------|
| Donnybrook Balingup Council | Brian Piesse (Chairperson) | | Leigh Guthridge |
| Bushfire Service | Max Walker | | |
| Fire & Rescue | Ben Anderson | | |
| SES | Carol Vickridge | | |
| St John Ambulance | Ian Telfer | | |
| Donnybrook Hospital | Robin Armstrong | | |
| Department for Child Protection | Hellen Hall | | |
| Department for Child Protection | Roma Boucher | | |
| Department of Fire & Emergency Services | Steph De Bruin | | |
| Department of Fire & Emergency Services | Steve Ward | | |
| Kirup Community Rep | Mick Zwart | | |
| Water Corporation | Peter Buckley | | |
| District Emergency Management Advisor | Vik Cheema | | |
| Tyler Winter | Community Emergency Services Manager | | |

2.2 Public Gallery

2.3 Apologies

| Organisation | Committee Member |
|--|-------------------------------------|
| Donnybrook Balingup Shire | John Attwood (Recovery Coordinator) |
| Department of Biodiversity, Conservation & Attractions (Parks & Wildlife Service PAWS) | Deborah Peachey |
| WA Police Force | Ryan Van Der Heide (Deputy Chair) |
| Department of Fire & Emergency Services | Leon Gardiner |

3 DECLARATIONS FROM THE PRESIDING MEMBER

Nil

4 DECLARATION OF INTEREST

Nil

5 PUBLIC QUESTION TIME

Nil

6 PRESENTATIONS

Nil

7. CONFIRMATION OF MINUTES OF PREVIOUS MEETING

Moved: Mick Zwart

Seconded: Peter Buckley

That the Minutes of the Local Emergency Management Committee Meeting held on 12 September 2018 be confirmed as a true and accurate record.

Carried 16/0

8 REPORTS OF OFFICERS

8.1 Manager Development and Environmental Services

Nil

9 COMMITTEE REPORTS

9.1 – Department of Communities

Attached

9.2 – OEM District Emergency Management Advisor Report

Vik Cheema provided an overview of the Australian Disaster Resilience Handbook (Community Recovery) and provided a copy to the CESM. Further discussion held of the changes to the Office of Emergency Management coming within the Department of Fire & Emergency Services and the restructure of the new Rural Fire Division.

9.3 – St John Ambulance

Ian explained that the local St John Ambulance Sub-Centre had redeveloped their building and was now operational. This includes the facilities to run meetings and incidents if needed.

9.4 - Shire of Donnybrook

Leigh advised that the State Risk Project was being completed and the CESM would update the committee at the next meeting regarding risks and treatment options

9.5 - Donnybrook Hospital

Robin requested the CESM attend the hospital to discuss bushfire risk

9.6 - State Emergency Services

Carol advised the committee that the SES are low on members and actively recruiting Wear Orange Wednesday WOW day was the 23rd May and the SES having an open day, all welcome to attend.

9.7 - Volunteer Fire & Rescue (VFRS)

Ben reported that the VFRS had a busy month with 14 incidents including 1 fatal car accident, member numbers are good.

9.8 - Bushfire Mitigation Officer

Ben advised that Mitigation Activity Fund (MAF) for FY17-18 was on track to complete within the shire, grant submission for FY18-19 being planned.

9.9 - Department of Fire & Emergency Services

Steve spoke about the changes to the Rural Fire Division (RFD) and that Superintendent Tillman has been seconded away, Danny Mosconi is acting Supt. DFES undertaking structural fire pre-plans at key public facilities - hospital and nursing homes and that DFES are looking to refurbish the VFRS station in Donnybrook. Steph – advised that she hopes to increase the number of bushfire ready groups, Donnybrook-Balingup has 13-14 and she is willing to support more in the shire, training courses coming up in June at Bridgetown and DFES is looking at a winter burning workshop in Balingup soon.

9.10 Bush Fire Service

Max advised it was a quiet season which has picked up when the season was lifted with a number of escaped private burns occurring.

10 OTHER BUSINESS

10.1 – Local Emergency Exercise

The committee discussed options for a local emergency exercise, it was decided a sub group made up of the head of Police, VFRS, SJA, SES and the CESM would meet to plan exercise and report back to the next LEMC meeting.

10.2 - LEMC Members Contacts List

Updated and attached for reference.

11 CLOSURE OF MEETING

The Chairperson advised that the date of the next Local Emergency Management Committee meeting will be held on Tuesday 28th August 2018, commencing at 9:00am at Donnybrook Incident Control Centre (SES Building) Bentley Street Donnybrook.

The Chairperson declared the meeting closed at 9:45am.