

SHIRE OF JERRAMUNGUP



MINUTES

LOCAL EMERGENCY MANAGEMENT COMMITTEE

13TH JUNE 2016

A MEETING OF THE LOCAL EMERGENCY MANAGEMENT COMMITTEE HELD AT THE CAMERON BUSINESS CENTRE, JERRAMUNGUP ON MONDAY 13th JUNE 2016 COMMENCING AT 9.05AM.

1. OPEN AND WELCOME

The Chairman declared the meeting open at 9:05am.

2. RECORD OF ATTENDANCE

Brent Bailey	Chief Executive Officer
Steve Evans	OIC Jerramungup Police
Ashley Peczka	Community Emergency Services Officer
Sarah Matthews	Community Engagement Officer - DFES
Anthony Armstrong	OIC Jerramungup VFES
Charmaine Solomon	Deputy Chief Executive Officer
Cr Robert Lester	Shire President
Dave Edwards	Chief Bush Fire Control Officer
Adam Smith	State Emergency Management Committee
Stephen Wadsworth	Shire Ranger
Danielle Wisewould	St John Ambulance – Jerramungup Sub-Centre
Vince Hilder	Bush Fire Mitigation Officer – DFES (Visitor)
Mel Haymont	Bushfire Risk Planning Coordinator (Visitor)

3. APOLOGIES

Leanne Laurie	Bremer Bay Nurse Practitioner
Neville Blackburn	Dept. Children Protection & Family Services
Peter Masters	Senior Operations Officer - DPaW
Keith Ohlsen	Dept. of Agriculture & Food
John Tonkin	Area Officer – DFES
Andrew Brooker	Community Paramedic

4. CONFIRMATION OF MINUTES

4.1 LEMC meeting held 14th March 2016

Moved Steve Evans / Seconded Anthony Armstrong

That the Minutes of the LEMC meeting held 14th March 2016 be confirmed.

CARRIED

5. BUSINESS ARISING FROM PREVIOUS MINUTES

Nil

6. CORRESPONDENCE

6.1 Inwards – DEMC: Great Southern DEMC Communique

6.2 Inwards – SEMC: Launch of SEMC website & State Emergency Management Documents

6.3 Inwards – SEMC: State Emergency Management Documents Mapping Sheet

7. ITEMS FOR DISCUSSION

7.1. Confirmation of LEMC meeting dates for the 2016/17 reporting period

Mr Ashley Peczka confirmed meeting dates for the 2016/17 reporting period being the 2nd Monday of every quarter, as per below;

- 1st Quarter Meeting – Monday 12th September 2016
- 2nd Quarter Meeting – Monday 12th December 2016
- 3rd Quarter Meeting – Monday 13th March 2017
- 4th Quarter Meeting – Monday 12th June 2017

7.2. Tabletop Exercise - Season Debrief (Ridgeway Dr Fire, Stock Truck Rollover, Police Missing Person Search Gairdner/Qualup area)

A debrief/review of the season just gone was conducted. This referred back to 3 scenarios from the Jerramungup Local Emergency Management Arrangements, as follows;

1. Ridgeway Drive, Point Henry (Fire) – Dave Edwards, CBFCO debriefed the Committee.
2. Stock truck rollover (MVA) Steve Wadsworth, Shire Ranger / Anthony Armstrong, DFES Jerramungup Unit debriefed the Committee
3. Missing person search (Land Search) Steve Evans, WAPOL debriefed the Committee.

The following questions were asked against each scenario;

1. (Page 19) Does the incident relate or make reference to Table 3.1 of emergencies likely to occur? Who is listed as the HMA & Local Combat Agency?
2. (Page 21-22) If we need to setup an Emergency Coordination Centre (ECC), where would be the nearest? Is that ECC suitable to support the incident, if not why?
3. (Page 23-26) If evacuation is required, what special needs group would we likely need to consider?
4. (Page 32-34) Initially who need to be contacted?
5. (Page 56-59) What critical infrastructure is located nearby that would require protecting?

From the exercise it was decided that the following points need to be incorporated into the Jerramungup Local Emergency Management Arrangements;

- Addition of Caravan Parks in Bremer Bay to be included within the Special Needs table.
- Reference to the Back-up Power Generator for Tooreburrup Communications Tower, located up the Bremer Bay VFES Shed to be included within the Demographics section.
- Addition to VFES buildings located in Jerramungup & Bremer Bay as Emergency Operation Centres.
- Addition to the Individual School SMS system, Shire's facebook page and website as another means of a Public Warning System to disseminate information to the community.
- The requirement to include a contact sheet for key contacts/Duty Officers of HMA's.

8. ROUND TABLE

8.1. Mel Haymont, Bushfire Risk Planning Coordinator;

- Reported on the Bushfire Risk Management System to enter assets within the Shire along with their individual risk ratings to develop a Shire wide risk profile. This can then be used to negotiate treatment options with key individual stakeholders.

8.2. Charmaine Solomon, Deputy Chief Executive Officer;

- Advised that BFAC adopted Zone 5 – Point Henry Peninsula, now awaiting approval from DFES. This change will see the Point Henry Zone require fire permits for 9 months of the year excluding the winter period and burning permitted on Sundays.

8.3. Adam Smith, State Emergency Management Committee;

- Will be sending out communiques after DEMC meetings to inform LEMC/LGA's of topics discussed.
- Advised of SEMC's new website.
- Advised that SEMC has released new Emergency Management Policies to tie in with existing ones as well as Westplans.

8.4. Sarah Matthews, DFES Community Engagement Officer;

- Advised that she is now based at the DFES office in Esperance.
- Community Engagement Directorate is reviewing and evaluating projects to assess what is working, etc.
- Undergoing planning for the Bushfire season.
- Looking to do more women's workshops and school based bushfire patrol activities.

8.5. Vince Hilder, DFES Bushfire Risk Management Officer;

- Noted that his position and project has been extended for another 12 months, however, it is unlikely that he will remain in the position.
- Fergusson report due within 3 weeks, further changes may be recommended.

8.6. Steve Evens, WA Police - Jerramungup;

- Reported that it has been quiet within the Shire.
- Has attended fatalities outside of the district, all of which could have been avoided.

8.7. Dave Edwards, Chief Bush Fire Control Officer;

- BFAC have recommend Zone 5 – Point Henry Peninsula.
- New Restricted Burning Times (RBT) and Prohibited Burning Times (PBT)
 - RBT 1st October 2016 – 1st November 2016
 - PBT 1st November 2016 – 5th February 2017
 - RBT 5th February 2017 – 16th April 2017
- Burning is now allowed on Sundays except for Public Holidays.
- Is currently sitting on the State Advisory Group for the new Fire Permit.

8.8. Danielle Wisewould, St John Ambulance - Jerramungup Sub-Centre;

- Reported that they have been busy with 2 call outs per week. This is putting pressure on current members and can be a bit overwhelming
- A recruitment drive was held recently resulting in a good turnout; at least 6 people are interested, however, they are hoping for at least 10 recruits.

8.9. Steve Wadsworth, Shire Ranger;

- Advised that the donga is now on site at the Bremer Bay Airstrip. This will be used for water bomber crews with amenities to be installed shortly. Weather has delayed efforts.

8.10. Ashley Peczka, Community Emergency Services Officer;

- Mitigation measures have been completed around Jerramungup town site.
- The Needilup BFB took ownership of a new 4.4Broadacre Fire Truck.
- In the final stages of securing land from Lawson Grains for the Jacup Fire Shed, this will be built next to the Jacup CBH Site.
- Currently updating the Fire Break Notice for the coming season.
- Advised that fire training will commence in July.

8.11. Neville Blackburn, Dept Child Protection & Family Services;

- Wanting to host an Evacuation Centre Exercise at the Jerramungup Entertainment Centre. It was put it to the LEMC group to choose from Tuesday 4th or Wednesday 5th October 2016.
- LEMC group decided on Tuesday 5th October to host the Exercise.

8.12. Peter Masters, Dept Parks & Wildlife;

- Report attached, as tabled to the group.

8.13. Brent Bailey, Chief Executive Officer;

- Looking at developing long term mitigation plans for both Bremer Bay/Point Henry and Jerramungup areas.
- Letters have been sent out to all Point Henry residents to remind of them of their requirements to upgrade existing driveways and the compliance dates.

9. NEXT MEETING

The next LEMC meeting to be held on Monday 12th September 2016, at the Town Hall, Bremer Bay.

10. CLOSURE

The Chairperson declared the meeting closed at 11:30am.