

# SHIRE OF JERRAMUNGUP



## MINUTES

### LOCAL EMERGENCY MANAGEMENT COMMITTEE

9<sup>th</sup> JUNE 2014

**A MEETING OF THE LOCAL EMERGENCY MANAGEMENT COMMITTEE HELD IN THE CAMERON BUSINESS CENTRE, JERRAMUNGUP ON MONDAY 9<sup>th</sup> JUNE 2014 COMMENCING AT 9.05AM.**

**MINUTES**

**1. OPEN AND WELCOME**

The Chairman declared the meeting open at 9:05am and welcomed new members to the Local Emergency Management Committee.

**2. RECORD OF ATTENDANCE**

Bill Parker	Chief Executive Officer
Charmaine Solomon	Shire of Jerramungup
David Edwards	Chief Bush Fire Control Officer
Steve Evans	Jerramungup Police
Pauline Vallance	Jerramungup Police
Neville Blackburn	Department of Child Protection Family Services
Sarah Matthews	DFES – Community Engagement Officer
Danielle Wisewould	St John Ambulance
Leanne Laurie	Nurse Practitioner
Lynette Booth	Nurse

**3. APOLOGIES**

Adam Smith	DFES
Peter Thurkle	CESM
Harry Louw	Town Services Manager

**4. CONFIRMATION OF MINUTES**

That the Minutes of the meeting held 10<sup>th</sup> March 2014 be confirmed.

**Moved: David Edwards / Seconded: Neville Blackburn**

**That the Minutes of the meeting held 10<sup>th</sup> March 2014 be confirmed.**

**Carried**

**5. BUSINESS FROM PREVIOUS MINUTES**

**Business arising from minutes 10<sup>th</sup> March 2014**

**5.1 Point Henry Exercise**

Adam Smith will prepare a table top exercise for the LEMC meeting in September. All key agencies to be invited to the exercise which will be held in Bremer Bay.

**5.2 Doubtful Island**

That LEMC investigate for 2014/15 a registration system for the Doubtful Island Peninsula including the installation of signage and the registration of visitors coordinated by WAPOL.

Bill Parker informed the Police and members of past discussions held to establish a visitor register for Doubtful Island.

Sarah Matthews discussed the registration system located at Bluff Knoll.

**Action: The Shire to contact DPAW to discuss a suitable registration system for Doubtful Island visitors.**

### **5.3 Street numbering**

Charmaine Solomon has looked into reflective street numbering for the Bremer Bay and Jerramungup townsites. Before the numbers are issued we require more consideration and public participation.

### **5.4 Tabards**

The tabards for designated LEMC officers have been received. These are held at the Shire Office.

### **5.5 Point Henry Fire Management Strategy**

Bill Parker advised that the public consultation period has closed and there were quite a few submissions received. The Planning Officer is currently going through each submission an updated Strategy will be presented to Council in the next few months.

### **5.6 Point Henry Bushfire Ready Group – Phone tree information form**

The Shire provided assistance to compile a mail merge for Point Henry residents to develop a phone tree and a basic register of what fire fighting equipment is on their property i.e. water, pumps, hoses, and also what system they have in place for protection of their property i.e. perimeter sprinklers, roof sprinklers, generator.

The primary purpose of a phone tree is to warn residents of a fire approaching in the area and to provide information when it is available.

Sarah Matthews advised that 80 responses have been received so far, Melanie Haymont is currently compiling a list with the information received. Sarah advised a map will be prepared for operational purposes indicating water sources etc and a spreadsheet will be available to key agencies for administrative purposes.

## **6. ITEMS FOR DISCUSSION**

### **6.1 Post – exercise reports**

Nil

## **6.2 Review of the Emergency Services Act**

Western Australia's emergency services legislation is being reviewed, the concept paper is available online at [www.dfes.wa.gov.au/legislationreview](http://www.dfes.wa.gov.au/legislationreview)  
Comments and submissions close 31<sup>st</sup> July 2014.

Bill Parker advised that the Shire has prepared a response which will be presented to Council this month.

Some concerns with the Review are;

- BFAC
- ESL Levies
- Risk management activities
- Replace prohibited and restricted burning times
- Not allowing locals to alter fire danger periods
- Structure of brigades

## **6.3 Annual Reporting 2013-14**

The Local Emergency Management Committee is required to prepare and submit to the District Emergency Management Committee an annual report on activities undertaken by LEMC during the financial year.

## **7. ROUND TABLE**

### **7.1 Local Emergency Management Arrangements**

Bill Parker raised the issue that some Ambulance Officers do not have access to the Local Emergency Management Arrangements.

**Action: The Shire to provide Danielle Wisewould with 6 copies of the Arrangements to be placed in the Ambulances.**

**All members will receive the updated Arrangements.**

### **7.2 Local Welfare Plan**

Neville Blackburn advised the Shire's Local Welfare Plan is being reviewed and will be presented to LEMC for adoption.

The Local Welfare Plan sits under the Shire's Local Emergency Management Arrangements.

## **8. NEXT MEETING**

The next LEMC meeting is scheduled for Monday 8<sup>th</sup> September 2014 to be held in Bremer Bay commencing at 9.00am.

## **9. CLOSURE**

The meeting closed at 9.45am.