

# **SHIRE OF JERRAMUNGUP**



## **MINUTES**

### **LOCAL EMERGENCY MANAGEMENT COMMITTEE**

**10<sup>th</sup> JUNE 2013**

**A MEETING OF THE LOCAL EMERGENCY MANAGEMENT COMMITTEE HELD IN THE CAMERON BUSINESS CENTRE, MONDAY 10<sup>th</sup> JUNE 2013 COMMENCING AT 9.05AM.**

**MINUTES**

**1. OPEN AND WELCOME**

The Chairman declared the meeting open at 9.05am, Bill Parker thanked Ian Morris for Chairing the last meeting.

**2. RECORD OF ATTENDANCE**

Mr Bill Parker	Chief Executive Officer
Mr Ian Morris	Chairman OIC – Jerramungup Police
Mr Kevin Guy	Constable Jerramungup Police
Mr David Edwards	Chief Bush Fire Control Officer
Mr Anthony Armstrong	OIC Jerramungup VES Unit
Mr Peter Thurkle	Community Emergency Services Manager
Mr Barry Atkin	St John's Ambulance
Mr Harry Louw	Town Services Manager
Mrs Charmaine Solomon	Executive Officer
Mrs Veronica Bramley	Nurse – Jerramungup Health Centre
Ms Sarah Matthews	DFES Community Engagement Officer – Great Southern Region

**3. APOLOGIES**

Mr Adam Smith	DFES Community Emergency Management Officer – Great Southern Region
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**4. CONFIRMATION OF MINUTES**

That the Minutes of the meeting held 11<sup>th</sup> March 2013 be confirmed.

**Moved: Anthony Armstrong / Seconded: David Edwards**

**That the Minutes of the meeting held 11<sup>th</sup> March 2013 be confirmed.**

**Carried**

**5. BUSINESS FROM PREVIOUS MINUTES**

**5.1 Business arising from minutes 11<sup>th</sup> March 2013**

- David Edwards advised that he is creating a residential list for Jerramungup.
- Committee to develop a register of Doubtful Islands and Point Henry Peninsula residents. Harry Louw has provided a list of residents in Doubtful Island area this will be emailed out with the minutes.

- LEMC Exercise – Committee discussed an exercise for 2013/14.  
**Action: Peter Thurkle to provide information on an exercise to be conducted in Bremer Bay/Point Henry area at the September meeting for the Committee's endorsement. The exercise is to be conducted around October/November 2013.**

Peter Thurkle provided a 5 minute presentation on the airport exercise conducted in Ravensthorpe.

- Special needs groups have been updated for inclusion in the LEMA. The Shire has requested that Committee Members return their USB's so that the Arrangements can be updated.  
**Action: Shire to provide Ian Morris and Kevin Guy with a USB.**
- Total Fire Bans – More information on relation to TFB has been placed on the Shire website. Peter Thurkle advised Committee on discussions with the caravan park owners in relation to their fire management plans, the caravan park managers advised that they do not allow fires when TFB has been declared or on a harvest and movement ban. The Shire is responsible for investigating complaints received and issuing infringements if an open fire exists on a TFB or Harvest and Movement Ban.
- The Shire wrote to the Great Southern District Emergency Management Committee following the March meeting advising that the Shire of Jerramungup has identified the area of potentially serious concern would be the south coastal reserve corridor (Pallinup to Doubtful Islands) in the event of a catastrophic bushfire.
- Develop fluid register – Bill Parker advised the Committee that he would like to develop a register specific to Point Henry which could record people coming in and leaving the area. The Shire is currently developing a fire management plan for Point Henry which hopefully will address some of these concerns.
- Resource List – Committees to provide a copy of their resource lists to be attached to LEMA. Jerramungup VES and St John's have provided a copy of their resource list which will be emailed out with the minutes.
- Key Holder List – Ian Morris has contacted local businesses in Bremer Bay and Jerramungup. Ian has obtained after hours contact numbers. The list is confidential and will remain with Ian Morris.
- A speed display trailer was positioned in various locations within the Shire from the 7<sup>th</sup> March for a period of 6 days the trailer proved to be worthwhile.

**Action: Bill Parker to investigate and make an application under the “Roadwise” program for a speed display trailer.**

- Information only Provision of Welfare Support – Lorna Woodward Acting District Director, Department for Child Protection and Family Support advised that at the moment the DESO position is vacant. The new DESO (Neville) will be starting in July. Neville will continue the work that has commenced on developing the Welfare Plan for the Shire.
- Peter Thurkle provided a draft critical infrastructure list for the Committees comment.

**Action: Committee to review the list and provide comments to Peter prior to the September meeting.**

## **6. ITEMS FOR DISCUSSION**

### **6.1 Post – exercise reports**

Nil

### **6.2 Critical Infrastructure List**

Committee to review and provide comments to Peter prior to the September meeting.

### **6.3 Draft State Emergency Management Policy on Recovery Coordination for review and comment.**

Attached is correspondence received from Adam Smith regarding the draft State Emergency Management Policy on Recovery Coordination. Comment is required by 28<sup>th</sup> June 2013.

The Committee has reviewed the policy and is happy with the position of the Jerramungup LEMC, the Committee agreed that they currently comply with the roles and responsibilities outlined.

### **6.4 LEMC Annual Report /Annual Business Plan**

LEMC annual report and business plan is attached for Committee's comments. Please advise the Shire if any achievements need to be noted in the Annual Business Plan prior to the 14<sup>th</sup> July.

## **7. ROUND TABLE**

### **7.1 Jerramungup VES**

Anthony Armstrong advised that they are holding a 3 day road crash rescue course from the 19<sup>th</sup> July. Units across the State will be involved.

### **7.2 St John Ambulance**

Barry Atkin informed the Committee that the Ambulance has a conference call number, when 000 is called all Ambulance Officers in the area will receive a conference call.

### **7.3 DFES**

Sarah Matthews introduced herself to the Committee. Sarah is the DFES Community Engagement Officer for the Great Southern Region and is responsible for 20 priority areas within the Region. Bremer Bay/Point Henry is one of the priority areas.

Sarah advised she will be working with Peter Thurkle on specific signage to be displayed in Bremer Bay and Murray Hatton in regards to the subdivisions.

There is a bushfire patrol program set up in WA which is designed to educate specifically on bushfires and raising people awareness. Sarah is looking forward to working closely with the Shire and locals.

#### **7.4 Jerramungup Police**

Ian Morris raised concerns that there is no street numbering visible in Jerramungup or Bremer Bay, this becomes an issue when Ian and Kevin are away as surrounding Police may not be familiar with the houses/street, this could slow the response to an incident as Police are unable to locate house numbers.

Ideas are to be considered and brought to the next meeting.

Ian Morris would like to start preparing for another Pre-Christmas road block in early December. Ian would like key agencies involved and the media invited. A date is to be established at the September meeting. Ian Morris queried the information on the flyers, the information needs to be updated and personal numbers removed. Contact numbers and details should be Police, Medical, VES / VMR and Shire of Jerramungup.

**Action: Rather than flyers Peter Thurkle to investigate business cards or magnets that would contain the necessary contact information for discussion at the September meeting.**

#### **7.5 Shire of Jerramungup**

Bill Parker advised that concerns were raised if residents were forced to the beaches in the event of an evacuation in Point Henry. There is currently no shelter to protect people from radiant heat and an ember attack.

Students from Queensland University as part of their landscape architecture unit designed infrastructure that could be utilised if you were evacuated to the beach.

Some of the ideas suggested are:

- Toilet blocks
- Retaining wall
- Memorial for drowning victims

Bill Parker advised that he is trying to arrange a meeting with Daniel Austin DFES to discuss trial a project and funding.

### **8. NEXT MEETING**

The next LEMC meeting is scheduled for Monday 9<sup>th</sup> September 2013 to be held at the Cameron Business Centre commencing at 9.00am.

## 9. **CLOSURE**

The meeting closed at 10.05pm.