

Shire of Denmark Minutes



LOCAL EMERGENCY MANAGEMENT COMMITTEE

TO BE HELD IN THE COUNCIL CHAMBERS, 953 SOUTH COAST HIGHWAY, DENMARK,
MONDAY 13TH AUGUST 2018, COMMENCING 4.00PM.

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Council Committee Meeting

13 August 2018

DISCLAIMER

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1. DECLARATION OF OPENING/ANNOUNCEMENT OF VISITORS

The Presiding Person opened the meeting at 4.01pm

2. RECORD OF ATTENDANCE/APOLOGIES/APPROVED LEAVE OF ABSENCEMEMBERS:

Cr Ceinwen Gearon	(Shire President & Presiding Person)
Mr Ross McDougall	(Chief Bushfire Control Officer)
Ms Julie Hollingworth	(Denmark Health Service)
Mr George Doust	(DBCA Department of Biodiversity Conservation and Attractions, Walpole)
Mr George Mumford	(Denmark Surf Lifesaving)
Mr Adam Smith	(Department of Fire and Emergency Services, District Emergency Management Advisor)
Mr Derek Stone	(Denmark Sea Rescue)
Mr Brian Vigus	(Peaceful Bay Sea Rescue)
Mr Matt Hartfield	(Denmark Police, Officer in Charge)
Mr Neville Blackburn	(Department for Community Support)
Mr Lee Shelley	(Denmark Fire and Rescue Service)
Ms Marion Macdougall	(St. John Ambulance, Denmark)
Mr David Rae	(St. John Ambulance, Denmark)
Mr John Bridger	(Walpole Police, Officer in Charge)
Ms Sheena Christensen	(Silver Chain, Walpole)

STAFF:

	(non voting)
Mr David Schober	(Manager Community Services)
Ms Melanie Haymont	(Bushfire Risk Planning Coordinator)
Mr Scott Medhurst	(Community Emergency Services Manager)
Ms Angela Masih	(Admin. Officer Corporate & Community Services)

APOLOGIES:

Cr Roger Seeney	(Council Representative)
Mr Alex Williams	(Walpole Sea Rescue)
Mr Harold Luxton	(St. John Ambulance Walpole)

ABSENT:

Ms Tracey Allison	(Denmark State Emergency Service)
Mr Peter Newton	(Walpole State Emergency Service)

VISITORS:

Ms Charlotte Powis	(Department Fire Emergency Services Community Preparedness Advisor)
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DECLARATIONS OF INTEREST:

Nil

3. ANNOUNCEMENTS BY THE PERSON PRESIDING

Cr Gearon acknowledged the land on which the meeting was being held and the traditional custodians of the land, the Bibbulmun and Minang people. Cr Gearon stated that she would also like to show her respect for elders past, present and emerging.

Cr Gearon introduced and welcomed Scott Medhurst, the new Community Emergency Services Manager.

4. PUBLIC QUESTION TIME & PRESENTATIONS

Nil

5. CONFIRMATION OF MINUTES

5.1 MINUTES OF THE LOCAL EMERGENCY MANAGEMENT COMMITTEE

<p>OFFICER RECOMMENDATION Moved: Marion Macdougall That the minutes of the Local Emergency Management Committee held on the 11th June 2018, be confirmed as a true and correct record of the proceedings. Carried: Unanimous</p>	<p>ITEM 5.1 Seconced: Lee Shelley</p>
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6. REPORTS

6.1 UPDATE OF CONTACT DETAILS

6.2 WA POLICE

Sgt Hartfield reported on the following:

- Sgt John Bridger, the new Officer in Charge of Walpole Police Station was introduced to the LEMC committee.

6.3 DEPARTMENT OF COMMUNITIES

Neville Blackburn reported:

- The need to review the setting up of an evacuation centre in Denmark and how would the Shire of Denmark (SoD) handle such an instance that would require the evacuation of the elderly and vulnerable.
- An evacuation exercise is planned for Tuesday 20/11/2018 for all agencies to assess the welfare response. More information will be available next meeting.

6.4 DEPARTMENT OF FIRE EMERGENCY SERVICES

Adam Smith reported:

- The State Emergency Management Committee (SEMC) met recently. The SEMC communique should be released shortly with the meeting details – details will be forwarded via the Shire.
- The next DEMC meeting is scheduled for the 12th September – one item of interest has been raised by the Ravensthorpe LEMC in relation to inter-agency communications at a Level 1 incident with the changing of various response agency radio frequencies.
- The DEMC has a new Chair – Superintendent Ian Clarke (Police)
- The DFES region has been split in two – it is now Great Southern and Upper Great Southern. From an emergency management point of view there is no change for any of the LEMC/Local Governments.
- On 1st November WANDRRA (Western Australian Natural Disaster Relief and Recovery Arrangements) will become Disaster Recovery Funding-WA with some changes to the funding program. Details will be available in the lead-up to the change.
- Five Local Governments in the region have received AWARE (All Western Australians Reducing Emergencies) funding.

6.5 DENMARK HEALTH SERVICE

Julie Hollingworth reported:

- Staff training had taken place using WebEOC. This allows Health to communicate with other Emergency Management agencies.

Outcome:

Cr Gearon asked that Ms Hollingworth consider how the elderly and vulnerable could be evacuated in the case of an emergency and report back their processes at the next meeting.

6.6 DENMARK SES

Nil

6.7 DENMARK SURF LIFE SAVING

George Mumford reported:

- Denmark Surf Life Saving Club (DSLSC) will host the 2019 SunSmart SLSWA Australia Day Country Carnival.
- Sgt Matt Hartfield congratulated the DSLSC on the clubs recent award for the best Surf Life Saving Club in WA for 2018.

Outcome:

Mr Mumford to write a plan and distribute it to the LEMC membership.

6.8 ST JOHN AMBULANCE

Marion McDougall reported:

- That St John Ambulance Denmark has been operating on low staff levels with many staff away.
- The need to educate the community on the appropriate use of 000 as to when, why and how to use the emergency number correctly.
- Highlighted the need for Curb Side Street numbering, as many property house numbers are very hard to identify.

Outcome:

CESM (Community Emergency Services Manager) to investigate the possibility of Curb Side Street numbering for Emergency Services.

6.9 VOLUNTEER FIRE & RESCUE

Lee Shelley reported:

- Praised the supportive approach across all agencies.

6.10 VOLUNTEER MARINE SEA RESCUE

Nil

6.11 DEPARTMENT OF FIRE & EMERGENCY SERVICES

A presentation by Charlotte Powis of DFES regarding the Bushfire Ready program. The program describes how the community can be better prepared and build resilience in preparing for an emergency.

Discussion ensued regarding the issue of evacuating our elderly and most vulnerable within the Shire of Denmark, as well as the community's ability to recover from such an event or natural disaster.

6.12 DEPARTMENT OF BIODIVERSITY CONSERVATION AND ATTRACTIONS

George Doust reported:

- DBCA are in the process of employing for the upcoming summer period.
- Members are encouraged to report any activities involving illegal firewood collection as DBCA continues to monitor.

6.13 SILVERCHAIN WALPOLE

Sheena Christensen reported:

- Sheena Christensen and Sue Youngman job share the role of Remote Area Nurse.
- Point of contact for LEMC committee members is: silverchain.org.au
- Dr Hector Faulkner from Denmark Medical Centre attends Walpole weekly and is available by appointment.
- Evacuations are done through Royal Flying Doctor Service.

Sgt Matt Hartfield enquired if there is a register of the vulnerable in the Walpole area.

Outcome:

Ms Christensen to investigate commencing a register for future emergency

situations and evacuations.

7. GENERAL BUSINESS

7.1 2018/19 FIRE MANAGEMENT NOTICE

David Schober, Manager Community Services advised that the Fire Management Notice has been updated and will be sent to Council for endorsement at the next Ordinary Meeting of Council in August.

Ross McDougall, Chief Bush Fire Control Officer advised LEMC of changes made.

7.2 ISG EMERGENCY FRAMEWORK

David Schober advised that the ISG (Incident Support Group) had been prepared and set-up again by Mr Lee Shelley (Shire Officer) and was available to be utilised by all agencies.

Cr. Gearon thanked Mr Shelley for his hard work to prepare the ISG for any future incidents.

7.3 PEACEFUL BAY COMMUNITY MEETING RE: 24 & 25 MAY 2018 INCIDENT

Mr Ross McDougall reported that during the community meeting, held on 13 July 2018, many issues were raised by residents surrounding notification of an emergency. Questions such as what assistance was available, should residents stay and defend or leave their properties? As a result of the meeting, a "Bush Fire Ready Group" had been formed which is resulting in the residents being proactive within the community surrounding their emergency plans as well as many new members joining the Brigade.

7.4 DENMARK DE-BRIEF SESSION RE: 24 & 25 MAY 2018 INCIDENT – NOTES SENT TO COMMITTEE MEMBERS

Any questions or comments arising from the notes sent with Agenda are to be forwarded to Mr Ross McDougall, Chief Bush Fire Control Officer, or Mr Scott Medhurst, CESM (Community Emergency Services Manager).

7.5 COUNCILS ADOPTION OF FIRE CONTROL OFFICERS FOR THE 2018/19 FIRE SEASON AND UPCOMING COUNCIL RECOMMENDATION FOR SCOTT MEDHURST (CESM) TO BECOME A FIRE CONTROL OFFICER.

COUNCIL RESOLUTION & COMMITTEE RECOMMENDATION

ITEM 9.1

MOVED: CR ALLEN

SECONDED: CR SEENEY

That, pursuant to Section 38 (1) of the Bush Fires Act 1954, Council appoint the following persons for the financial year 2018/2019 and that the appointments be advertised in the Denmark Bulletin and Council's Delegation (Appointments) D050109 be updated accordingly;

Bush Fire Control Officers authorised within the entire Shire of Denmark

Senior Ranger

Charmaine Shelley

Ranger

David Lonie

Fire Control Officer

Melanie Haymont

Fire Control Officer & Chief Fire Control Officer

Ross McDougall

Fire Control Officer & Deputy Chief Fire Control Officer

Leslie (Lez) Baines

Fire Control Officer

Graeme Thallon

Bush Fire Control Officers authorised within the entire Shire of Denmark area on behalf of their respective Brigades

Carmarthen Volunteer Bush Fire Brigade

Craig Hughes

Denmark East Volunteer Bush Fire Brigade

Bronnie Wallace

Harewood Volunteer Bush Fire Brigade

Michael (Mike) Hills

Hazelvale/Tingledale Volunteer Bush Fire Brigade

Alex Williams

Brian Vigus

Kordabup Volunteer Bush Fire Brigade	Craig Lilley
Owingup Volunteer Bush Fire Brigade	Bryce Edwards
Mehniup Volunteer Bush Fire Brigade	Dan Willans
Mt Lindesay Volunteer Bush Fire Brigade	Murray Brooker
Nornalup Volunteer Bush Fire Brigade	Jean-Marc Merat
Ocean Beach Volunteer Bush Fire Brigade	Derek (Joe) Baker
Parryville Volunteer Bush Fire Brigade	Kevin Hard
Peaceful Bay Volunteer Bush Fire Brigade	Ivars Sulcs
Scotsdale/Shadforth Volunteer Bush Fire Brigade	Arthur (Sid) Marshall
Somerset Hill Volunteer Bush Fire Brigade	Carlton Wesley
William Bay Volunteer Bush Fire Brigade	Callum Baxter
	Simon Coppock
<u>Bush Fire Control Officers authorised within the prescribed Denmark Fire & Rescue Service Area Only</u>	
Denmark Fire & Rescue Service (Volunteer Brigade)	Lee Shelley
Denmark Fire & Rescue Service (Volunteer Brigade)	Don Atkinson
CARRIED UNANIMOUSLY: 8/0	Res: 120718

COMMITTEE RECOMMENDATION

ITEM 9.2b

That, pursuant to Section 38 (8) of the Bush Fires Act 1954, Council appoint Adrian Kranendonk for the financial year 2018/2019 as a Fire Control Officer and Fire Weather Officer to be authorised within the entire Shire of Denmark.

The following Officer Recommendation is provided which includes amending Delegation D050110 and the legislative requirement to gazette the appointment.

COUNCIL RESOLUTION & OFFICER RECOMMENDATION	ITEM 9.1b
MOVED: CR SEENEY	SECONDED: CR GIBSON
That Council;	
1. Pursuant to Section 38 (8) of the Bush Fires Act 1954 appoint Adrian Kranendonk as the Shire of Denmark's Fire Weather Officer for 2018/2019; and	
2. Pursuant to Section 38 (13) of the Bush Fires Act 1954, advertise the appointment in the Denmark Bulletin and give notice of the appointment once in the Government Gazette; and	
3. Update Delegation (Appointment) D050110 accordingly.	
CARRIED UNANIMOUSLY: 8/0	Res: 130718

A report is going to the Ordinary Council meeting on the 21 August 2018 with an Officer Recommendation for Scott Medhurst (CESM) to be appointed as a Fire Control Officer for the 2018/19 Fire Season.

7.6 RISK ASSESSMENT WORKSHOP

Mr Adam Smith informed the LEMC meeting as to a brief overview of what to expect at the upcoming workshops to be held on the 31st August 2018, commencing at 9.30am, and on the 3rd September 2018, commencing at 2.00pm. Members are reminded of the importance in attending these exercises.

7.7 TELSTRA - REGIONAL MANAGER UPDATE

Telstra was unable to provide any response to questions raised.

7.8 PRAETORIAN STATE EXERCISE

Mr Adam Smith reported that on the 17th August DFES will be conducting their State wide Exercise –Praetorian, with the Shire of Denmark.

7.9 ADDITIONAL REPRESENTATION AT LEMC MEETINGS

Discussion surrounding the idea of including other stakeholders and community groups (e.g. Schools, Aged Care, Childcare providers) in the meetings to assist all agencies in planning.

Outcome:

- *Mr Adam Smith to review the use of Working Groups to consolidate information from external agencies.*
- *Invite Aged Care providers to the next meeting to discuss their emergency and evacuation plan and to identify their concerns and requirements.*

8. NEXT MEETING

Scheduled for Monday 15TH October 2018 in the Shire of Denmark Council Chambers, 953 South Coast Highway, Denmark, commencing at 4.00pm.

9. CLOSURE OF MEETING

There being no further business the Presiding Person closed the meeting at 5.49pm.

These minutes were confirmed at the meeting of the _____

Signed: _____

(Presiding Person at the meeting at which the minutes were confirmed.)