

# Shire of Denmark Minutes



## LOCAL EMERGENCY MANAGEMENT COMMITTEE

HELD IN THE COUNCIL CHAMBERS, 953 SOUTH COAST HIGHWAY, DENMARK, MONDAY 17<sup>TH</sup> DECEMBER 2018

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## Local Emergency Management Committee Meeting

17 December 2018

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**1. DECLARATION OF OPENING/ANNOUNCEMENT OF VISITORS**

The Presiding Person opened the meeting at 4.09pm.

**2. RECORD OF ATTENDANCE/APOLOGIES/APPROVED LEAVE OF ABSENCE**MEMBERS:

Cr Ceinwen Gearon	(Shire President & Presiding Person)
Mr Matt Hartfield	(Denmark Police, Officer in Charge)
Mr Alex Williams	(Walpole Volunteer Marine Rescue)
Mr Ross McDougall	(Chief Bushfire Control Officer)
Mr Derek Stone	(Denmark Volunteer Marine Rescue)
Mr Lee Shelley	(Denmark Fire and Rescue Service)
Ms Marion MacDougall	(St. John Ambulance, Denmark)
Mr Simon Jenkins	(St. John Ambulance, Denmark)
Mr John Bridger	(Walpole Police, Officer in Charge)

STAFF:

Mr David Schober	(Manager Community Services)
Mr Scott Medhurst	(Community Emergency Services Manager)

APOLOGIES:

Ms Julie Hollingworth	(Denmark Health Service)
Mr George Doust	(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 David Rae	(St. John Ambulance, Denmark)
Ms Sheena Christensen	(Silver Chain, Walpole)
Ms Melanie Haymont	(Bushfire Risk Planning Coordinator)
Ms Sue Youngman	(Silver Chain, Walpole)
Mr Brian Vigus	(Peaceful Bay Volunteer Marine Rescue)
Mr Neville Blackburn	(Department for Community Support)

ABSENT:

Ms Tracey Allison	(Denmark State Emergency Service)
Mr Peter Newton	(Walpole State Emergency Service)
Cr Roger Seeney	(Council Representative)

VISITORS:

Mr Lez Baines	(Deputy Chief Bushfire Control Officer)
Cr Mark Allen	(Council Representative)
Mr Daniel Birleson	(Department of Fire and Emergency Services)

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 welcomed visitors to the meeting and introduced Cr Mark Allen to the committee. Cr Allen will be joining the LEMC as a council and BFAC representative.*

## 4. CONFIRMATION OF MINUTES

### 4.1 MINUTES OF THE LOCAL EMERGENCY MANAGEMENT COMMITTEE

<p><b>OFFICER RECOMMENDATION</b>  Moved: Marion MacDougall  That the minutes of the Local Emergency Management Committee held on the 15<sup>th</sup> October 2018, be confirmed as a true and correct record of the proceedings.  Carried: Unanimous</p>	<p>ITEM 4.1  Seconded: Ross McDougall</p>
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## 5. REPORTS

### 5.1 WA POLICE

Sgt Matt Hartfield reported on the following:

- General policing activities regarding Traffic, Fires, Searches and Snakebites.
- Police involvement with BFAC presenting on fire investigation awareness.
- Department of Communities evacuation exercise.

### 5.2 DEPARTMENT OF COMMUNITIES

Nil

### 5.3 DEPARTMENT OF FIRE EMERGENCY SERVICES

Mr Daniel Birleson reported on the following:

- Introduction and role of the Area Officer.
- General activities Fires and Searches within the region.

### 5.4 DEPARTMENT OF BIODIVERSITY CONSERVATION AND ATTRACTIONS

Nil

### 5.5 DENMARK HEALTH SERVICE

Nil

### 5.6 DENMARK SES

Nil

### 5.7 DENMARK SURF LIFE SAVING

Nil

### 5.8 ST JOHN AMBULANCE

Ms Marion MacDougall on behalf of David Rae reported on the following:

- Community Transport Service started in Denmark at the end of November with the purpose of conveying ambulant fee paying clients to medical and wellness appointments. The vehicle is a Honda Odyssey 8 seater, which in the case of a critical incident it will be seconded for the purpose of evacuation. The same would apply for the Walpole CTS Subaru Forrester.
- Disaster Preparedness and Management Unit (DPMU) is holding Major Incident Medical Management Support (MIMMS) training in the Great Southern for the first time in two years. SJA will put forward members from all Sub Centres in the region for the course in May in order to increase our emergency response preparedness.
- David will be on leave for 16 weeks Simon Jenkins is working in the role for the duration of that period.

- Harold Luxton has finished his term as Chair of Walpole and Kelly Burton has been elected to the position.

Mr Simon Jenkins introduced himself to the Committee and advised that he would be in the role for the next 16 weeks. Mr Alex Williams raised concerns about SJA volunteers not being able to go on VMR vessels and that in some regions that was the best form of rapid access for casualty care. Mr Simon Jenkins will investigate SJA Policy and report back to the Committee next time they meet.

Cr Gearon asked more information about the Community Transport service and how it had been received. Ms Marion MacDougall advised has been well used and only getting busier. They have a received strong support from volunteers willing to drive the vehicles and go above and beyond for the customers.

## **5.9 SILVERCHAIN WALPOLE**

Nil

## **5.10 CHIEF BUSHFIRE CONTROL OFFICER**

Mr Ross McDougall and Lez Baines reported on the following”

- Small Fires within the Shire.
- Prohibited Burning Period.
- Camping and Cooking Fires.
- Brigade training activities.

Cr Gearon acknowledged Mr Lez Baines on the receipt of a DFES Distinction award for his involvement during the May fires.

Cr Gearon asked Mr Ross McDougall about brigade and personal involvement at the Ruhen place fire. Mr Ross Mcdougall provided the information of which brigades and how many members were involved.

## **5.11 VOLUNTEER FIRE & RESCUE**

Lee Shelley reported on the following:

- Business as usual for VFRS.
- Ridley Place structure fire.

Mr Shelley extended his thanks to the Chief, Deputy and Bush Fire Brigades that attended the Ridley Place fire and the support they provided during the incident.

Cr Allen queried training available to Bush Fire Brigades surrounding structural firefighting. Mr Scott Medhurst advised there was a course available for Introduction to Structural Firefighting which highlights safety and defensive techniques. There will be two of these run in the Shire in 2019 and more in the region as a whole.

## **5.12 VOLUNTEER MARINE RESCUE**

Mr Derek Stone Denmark VMR reported:

- WAPOL MARSAR Initial Response course held in Albany.
- Assisted in the search for a missing person off The Gap off Albany.
- Boat rescue after it had broken down on the Wilson Inlet.

Nil to report from Peaceful Bay and Walpole VMR

## **6. GENERAL BUSINESS**

### **6.1 HALL & PRIOR AND AMAROO AGED CARE PRESENTATION**

Cr Gearon advised that since representation has not attended the meeting again that the committee would arrange to meet with representatives from both organisations outside of the LEMC meetings.

### **6.2 VULNERABLE PERSONS REGISTER**

Cr Gearon advised as this register hinges on stakeholder involvement there will be further progress on the register as the working group is established.

**6.3 WORKING GROUP CONCEPT**

General Committee discussion took place about how the working group would function and who will be involved and who will be captured. As the working group hinges largely on stakeholder involvement an accurate picture of how the working group will look will be formulated after stakeholder consultation.

Cr Gearon noted that this is a high priority for the Committee in 2019

**6.4 DEMC COMMUNICATIONS EXERCISE DATE**

Mr Scott Medhurst outlined what the exercise required and the Committee nominated to perform the exercise prior to the next meeting. Mr Scott Medhurst and Mr Derek Stone will facilitate testing of the VMR Vessel out of session. Separate invites will be sent for this.

**6.5 BIOSECURITY AND EARTHQUAKE RISK STATEMENT SELECTION & WORKSHOP DATE**

Mr Scott Medhurst on behalf of Mr Adam Smith outlined the risk statement process and the Committee nominated to have this as part of or prior to the next meeting if time allowed. Separate invites will be sent for this.

**6.6 VIEWING OF REFURBISHED SHIRE OF DENMARK INCIDENT CONTROL ROOM**

Interested members of the Committee nominated to view the Incident Control Room upon closure of the meeting.  
Cr Gearon and Mr David Schober acknowledged Mr Lee Shelley and his efforts in the refurbishment of the room.

**7. NEXT MEETING**

Scheduled for Monday 18<sup>TH</sup> February 2019 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 5.06pm.

These minutes were confirmed at the meeting of the \_\_\_\_\_  
  
Signed: \_\_\_\_\_  
*(Presiding Person at the meeting at which the minutes were confirmed.)*