

Shire of Denmark

Minutes



LOCAL EMERGENCY MANAGEMENT COMMITTEE

HELD IN THE COUNCIL CHAMBERS, 953 SOUTH COAST HIGHWAY, DENMARK, TUESDAY
2 JUNE 2015, COMMENCING 4.00PM.

Contents	Page No.
TERMS OF REFERENCE	
1. DECLARATION OF OPENING/ANNOUNCEMENT OF VISITORS	2
2. RECORD OF ATTENDANCE/APOLOGIES/APPROVED LEAVE OF ABSENCE	2
3. ANNOUNCEMENT BY THE PERSON PRESIDING	2
4. PUBLIC QUESTION TIME	2
5. CONFIRMATION OF MINUTES	3
5.1 MINUTES OF THE LOCAL EMERGENCY MANAGEMENT COMMITTEE	3
5.2 BUSINESS ARISING FROM MINUTES	3
5.2.1 REVIEW OF ANZAC EMERGENCY MANAGEMENT PREPAREDNESS	3
5.2.2 EVACUATION SATCHEL	
5.2.3 VOLUNTEER MARINE RESCUE WITH RESPECT TO FIRE EVACUATION	
6. GENERAL BUSINESS	3
6.1 CHILD PROTECTION & FAMILY SUPPORT	3
6.2 UHF 1 RADIO REPEATER UPDATE	4 - 5
6.3 EMERGENCY MANAGEMENT AND RECOVERY MANAGEMENT COURSE	5
6.4 SCHEDULE OF MEETINGS FOR 2015/2016	5
6.5 CHIEF BUSH FIRE CONTROL OFFICER	6
7. NEXT MEETING	6
8. CLOSURE	6

1. DECLARATION OF OPENING/ANNOUNCEMENT OF VISITORS

The Presiding Person opened the meeting at 4:05pm.

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

Cr Ross Thornton	(Shire President & Presiding Person)
Mr Graeme Thallon	(Chief Bushfire Control Officer)
Mr Derek Stone	(Denmark Sea Rescue)
Mrs Erica Sayer	(St. John Ambulance, Denmark)
Mr Lee Shelley	(Denmark Fire and Rescue Service)
Mr Alex Williams	(Walpole Sea Rescue)
Mr Brian Vigus	(Peaceful Bay Sea Rescue)
Mr Daniel Moore	(Silver Chain Walpole)
Mr Samuel Barron	(Denmark Health Service)
Mr Harold Luxton	(St. John Ambulance Walpole)
Mr Neville Blackburn	(Department for Child Protection & Family Support)

STAFF: (non voting)

Mr Marcus Owen	(Committee Secretary & CESM)
Mr Gregg Harwood	(Director of Community and Regulatory Services)

APOLOGIES:

Ms Karen Condon	(Red Cross)
Mr Andrew Dunn	(Denmark Police, Officer in Charge)
Mr David Wall	(Walpole Police, Officer in Charge)

ABSENT:

Mr Peter Newton	(Walpole State Emergency Service)
Mr George Doust	(DPaW Walpole)
Mr Adam Smith	(SEMC Secretariat)
Mr George Mumford	(Denmark Surf Lifesaving)
Ms Tracey Allison	(Denmark State Emergency Service)

VISITORS:

Malcolm Taylor	(DPaW Walpole)
Mrs Charmaine Shelley	(Denmark State Emergency Service)

DECLARATIONS OF INTEREST: Nil

Name	Item No	Interest	Nature

3. ANNOUNCEMENTS BY THE PERSON PRESIDING

Nil

4. PUBLIC QUESTION TIME

Nil

5. CONFIRMATION OF MINUTES

5.1 MINUTES OF THE LOCAL EMERGENCY MANAGEMENT COMMITTEE

OFFICER RECOMMENDATION & COMMITTEE DECISION	ITEM 5.1
Moved: Derek Stone	Seconded: Alex Williams
That the minutes of the Local Emergency Management Committee held on the 10 th March 2015, be confirmed as a true and correct record of the proceedings.	
Carried: 11/0	

5.2 BUSINESS ARISING FROM MINUTES

5.2.1 Review of ANZAC Emergency Management Preparedness

No further action

5.2.2 Evacuation Satchel

Committee Service Outcome from March 2015 meeting:

1. CESM to investigate using the Australia Post satchel or similar system in Denmark.

No progress made as yet

2. Update data base of resident's records to ensure that they have phone numbers where this can be achieved.

At present approximately 50% of property owners don't have a phone number recorded with their contact details.

CESM is working with Shire staff to attempt to rectify this.

5.2.3 Volunteer Marine Rescues Role With Respect to Fire Evacuation

Both Denmark and Walpole VMR groups have made initial progress on identifying possible evacuation points within their areas. Notes provided and attached.

Consultation with local bushfire brigades to seek their opinion from a bush fire perspective yet to be initiated.

Alex Williams reported that he had been speaking with local coastal brigades about possible locations.

6. GENERAL BUSINESS

6.1 Child Protection & Family Support response to the Northcliffe Bushfires – Neville Blackburn

Neville provided a comprehensive report on CPFS response and challenges faced. Report attached.

Comments;

1. As the Denmark evacuation centre was put on stand-by, how would CPFS have staffed the centre had it been opened considering all local CPFS staff were at Pemberton?

Extra CPFS would be supplied from Perth.

2. Heat and humidity made conditions uncomfortable at Pemberton; Denmark Rec. Centre would experience similar conditions and owing to the close proximity to the river, mosquitos could cause discomfort.

The installation of court fans at the Rec Centre should be researched.

Committee Service Outcome

CESM to investigate measures to combat adverse conditions within the centre and protection from mosquitos.

6.2 UHF 1 Radio Repeater Update

A Committee Service Outcome from the Bush Fire Advisory Committee meeting held in March 2015 was for the CESH to research the history and Council resolutions in regard to the Mt Shadforth UHF1 repeater.

The findings included;

1. *November 2003 – Council moved a motion to not object to the erection of a second communication mast (Res: 407/03), following a request from Mt Barker Comms to relocate the mast from private property to the Telstra site.*
2. *Following numerous communications between the interested parties, the Shire, Denmark Repeater Group, Denmark Technical Services and Telstra to name a few; the UHF 1 repeater was resurrected in March 2006 on Mt Shadforth.
Denmark Repeater Group made a financial contribution of \$4,822.*
3. *March 2015 – Nurrunga Comms visited the repeater site and discovered that some of the equipment had been destroyed, beyond repair, by lightning.*

Nurrunga Comms (Mt Barker Comms) has provided a quote of \$12,500 to reinstate the repeater and as a sign of good will Nurrunga Comms would do the initial install free of charge.

The WAERN radio network functions on VHF and so UHF radios are largely redundant from an emergency service perspective. This said many earth moving contractors, 4wds, amateur and professional boats use UHF radios. This means that there are advantages to emergency service responders in being able to communicate with these users and hopefully less emergency service call outs would occur because these people can often plan or organise their way out of trouble if they can communicate.

The existence of a strong UHF repeater would also make it easier for rural land users to communicate in mobile phone blackspot areas and be of convenience to travellers that are towing vans.

It is the officer's opinion that LEMC should determine to make a recommendation to Council that a \$13000 allocation be made in the 2015-2016 budget to install a replacement UHF repeater that will become the property of Council.

If this budget proposal is successful staff will need to get competitive quotes due to the size of the project.

Discussion at LEMC also highlighted the following factors;

- *Would mainly be used by the community in mobile phone black-spots – beach fishermen, earthmoving contractors.*
- *Could be used by emergency services as a back channel to the WAERN in the event the WAERN went down.*
- *St Johns are reviewing their communications and upgrading of original infrastructure with the view to keeping their radio communications, moving forward from information gained during ANZAC Commemorations period when phones were intermittently unreliable.*

OFFICER RECOMMENDATION & COMMITTEE DECISION	ITEM 6.2
Moved: Derek Stone	Seconded: Lee Shelley
That the LEMC recommends that Council make a \$13,000 allocation in the 2015 - 2016 budget to install a replacement UHF repeater that will become the property of the Shire of Denmark.	
Carried: 11/0	

6.3 Emergency Management and Recovery Management Course

The committee decided to proceed with the recommendation that the CESM and Adam Smith arrange and run an emergency management and recovery management course involving members of the committee and relevant shire staff and to follow the course with an exercise focusing on recovery.

The exercise to occur within the next six months.

Neville Blackburn offered to assist with the set-up of the exercise.

OFFICER RECOMMENDATION & COMMITTEE DECISION	ITEM 6.3
Moved: Graeme Thallon	Seconded: Neville Blackburn
That the CESM and Adam Smith plan the emergency management and recovery management course referred to in Council Resolution 280713.	
Carried: 11/0	

6.4 Schedule of Meetings for 2015/2016

- 1 September 2015
- 8 December 2015
- 1 March 2016
- 7 or 14 June 2016 – Subject to confirmation of Council meeting dates.

CESM asked if June 2016 meeting could be brought forward a week to allow more time to complete required reports to DEMC.

CESM to confirm dates at the next meeting.

6.5 Regional Telecommunications Project (RTP) – Shire of Denmark

The Shire received a letter from the Department of Commerce notifying them that a new mobile phone tower was to be erected at Peaceful Bay, funded through Royalties for Regions. The letter stated the site would be in service during the first quarter of the 2015/16 financial year (July – September).

The Department of Commerce would be sending the Shire some flyers containing information on the RTP and tips on how people can maximise their mobile coverage.

The committee asked that when this information was received that the Shire disseminate it via the Denmark Bulletin, website and Facebook along with information about the NBN rollout.

6.6 Chief Bush Fire Control Officer

Alex Williams notified those on the committee, who weren't aware, that Graeme Thallon was not standing for re-election as Chief Bush Fire Control Officer for the 2015/16 fire season and so on behalf of the committee thanked Graeme for his commitment and support to the committee.

7. NEXT MEETING

Scheduled for Tuesday the 1st September 2015 in the Shire of Denmark Council Chambers, 953 South Coast Highway, Denmark, commencing at 4.00pm.

8. CLOSURE OF MEETING

There being no further business the Presiding Person closed the meeting at 5:25pm

The Chief Executive Officer recommends the endorsement of these minutes at the next meeting.

Signed: _____
Dale Stewart – Chief Executive Officer

Date: 10 June 2015

These minutes were confirmed at the meeting of the

Signed:

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