

Shire of Denmark Minutes



LOCAL EMERGENCY MANAGEMENT COMMITTEE

HELD IN THE COUNCIL CHAMBERS, 953 SOUTH COAST HIGHWAY, DENMARK, TUESDAY, 3RD JUNE 2014, COMMENCING 4.00PM.

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1. DECLARATION OF OPENING/ANNOUNCEMENT OF VISITORS

The Presiding Person opened the meeting at 4.02pm

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

Mr Graeme Thallon	(Chief Bushfire Control Officer & Presiding Person)
Mr Andrew Dunn	(Denmark Police, Officer in Charge)
Mr Samuel Barron	(Denmark Health Service)
Ms Charmaine Shelley	(Denmark State Emergency Service)
Mr Derek Stone	(Denmark Sea Rescue)
Mr Brian Vigus	(Peaceful Bay Sea Rescue)
Mr George Doust	(DPaW Walpole)
Mrs Erica Sayer	(St. John Ambulance, Denmark)
Mr Lee Shelley	(Denmark Fire and Rescue Service)
Mr Neville Blackburn	(Department for Child Protection & Family Support)
Mr Peter Campbell	(Denmark Surf Lifesaving)

STAFF: (non voting)

Mr Gregg Harwood	(Director of Community and Regulatory Services)
Mr Ross McDougall	(Ag Committee Secretary & Ag CESM)

APOLOGIES:

Mr Alex Williams	(Walpole Sea Rescue)
Mr Jason Calleja	(Walpole Police, A/Officer in Charge)
Cr Ross Thornton	(Shire President & Presiding Person)
Ms Tracey Allison	(Denmark State Emergency Service)
Mr Harold Luxton	(St. John Ambulance Walpole)
Mr Daniel Moore	(Silver Chain Walpole)
Mr Nathan Hall	(Committee Secretary & CESM)
Mr David Rae	(St John Ambulance, Community Paramedic)
Mr Peter Newton	(Walpole State Emergency Service)
Mr George Mumford	(Denmark Surf Lifesaving)

ABSENT:**VISITORS:**

Mr Peter Hennig	(Department of Agriculture and Food)
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DECLARATIONS OF INTEREST:

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

<p>OFFICER RECOMMENDATION</p> <p>Moved: Neville Blackburn</p> <p>That the minutes of the Local Emergency Management Committee held on the 11th March 2014, be confirmed as a true and correct record of the proceedings.</p> <p>Carried: 11/0</p>	<p>ITEM 5.1</p> <p>Seconded: Andrew Dunn</p>
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5.2 BUSINESS ARISING FROM MINUTES

5.2.1 Mobile Phone Tower for Mt Frankland

The meeting sought information on the progress of this facility. Mr Harewood advised that the matter had not been progressed because of difficulty providing power to the installation. However information was that input from other relevant State Government Departments has been sought. Information was also provided to the meeting that the Australian Government was now seeking information on any additional mobile phone black spot areas.

5.2.2 Peaceful Bay Evacuation Exercise

Recommendation six of Council resolution number 270513, in relation to the Shire of Denmark 2012 Community Risk Study for the Peaceful Bay, Kenton and Nornalup areas reads as follows.

“That prior to the commencement of the 2013/14 bushfire season the Shire of Denmark investigates methods of evacuation for large numbers of holiday makers during the holiday periods at Peaceful Bay”.

On the 2nd April 2014 the Shire of Denmark held a series of desktop and social interaction exercises, which were facilitated by Adam Smith, to pool knowledge on how to best consider evacuating large numbers of holiday makers during the holiday periods at Peaceful Bay.

The exercises were well attended and produced vital information and local knowledge which was captured and recorded for the purpose of developing an evacuation plan. This information is attached to this agenda and has been condensed to 8 pages and includes a map of the Peaceful Bay settlement area.

Committee members are to review this information to ensure that it is correct and advise of any areas requiring more information. Committee members are also asked to consider the size and format of the final document and how it should be presented to Council.

The meeting did not provide comment on the information provided as a result of the Peaceful Bay information exercise nor the final format for this information in order for it to become a document to guide an evacuation. However it was suggested that the final document should become part of the Local Emergency Arrangement documents. It was also suggested that the information will also be applicable and guide the eventual development of similar plans for other locations across the Shire.

The committee passed the following motion:

COMMITTEE MOTION

ITEM 5.2.2

Moved: Graeme Thallon

Seconded: George Doust

That a desktop exercise be conducted based on the information gathered from the Peaceful Bay Evacuation Workshop that tests the information from that workshop including:

- DFES Level 2 Incident response
- Time lines for deployment of emergency service resources
- Capacity of local HMAs to manage for the initial six hours
- The Denmark Hospital surge capacity
- Assistance to at risk people including those with disabilities
- Ability for police to respond
- Department for Child Protection and Family Support response and evacuation centres

Carried: 11/0

In order to progress this motion the meeting agreed to form a sub-committee comprising of the following organisations to prepare and undertake the desktop exercise.

- *Chief Bush Fire Control Officer (Graeme Thallon)*
- *DPaW (George Doust)*
- *WA Police (Andrew Dunn)*
- *Denmark Hospital (Samuel Barron)*
- *VMR (Derek Stone)*
- *Department for Child Protection and Family Support (Neville Blackburn)*
- *Department of Fire and Emergency Services.*

6. GENERAL BUSINESS**6.1 100th Anniversary - ANZAC Memorial Activities in Albany**

The 1st of November 2014 will mark 100 years since the first convoy set sail from Albany carrying Australian and New Zealand troops to the First World War. To mark this special event programmed activities have been arranged in Albany from the 30th October to the 2nd November 2014.

As a result of the ANZAC centenary activities and the significance of this milestone it is expected that the population of Albany could easily double from approximately 35,000 to 83,000 people. Most of the accommodation in Albany during this time has already been booked out and as a result a considerable overflow of visitors will be seeking accommodation or conducting visits to Denmark and Mt Barker due to their close proximity to Albany.

While for Denmark this will be like many of the summer holiday periods with a heavy number of visitors being attracted to the area, it would be appropriate for this Committee to take the time and undertake a risk assessment of the potential demand on emergency services and functions of Council.

A risk template has been attached to this agenda for Committee members to consider and discuss at this meeting. The information and possible treatment options from this assessment will be presented to Council and the District Emergency Management Committee for consideration.

The meeting was advised by Neville Blackburn that the Albany LEMC had also considered the impact that the ANZAC celebrations may cause and had prepared information on this. Neville suggested that this committee should contact Adam Smith

in order to obtain this information so they may inform the preparation of a Denmark risk template.

In response to questions Gregg Harwood advised that action is being initiated to arrange for overflow camping at McLean Oval and that additional ranger services would be provided in response to visitor numbers.

The meeting also suggested that consideration should be given to convening a special LEMC meeting prior to September if warranted.

6.2 St John Ambulance Community Paramedic – David Rae

David Rae has recently moved to Denmark to start his new role as the St John Ambulance Community Paramedic for Denmark, Mt Barker, Rocky Gully and Walpole.

David will provide the Committee with a brief outline on his background with St Johns and the role that a Community Paramedic undertakes within the community.

David was unable to attend the meeting and provided his apologies. Erica Sayer advised the meeting that David has been employed on a twelve month contract to work across the four towns and supplements the services currently provided by volunteers.

6.3 Review of the Emergency Services Acts

The Department of Fire and Emergency Services has recently released a Concept Paper on the Review of the Emergency Services Acts. The Acts include the Bush Fires Act 1954, Fire Brigades Act of 1942 and the Fire and Emergency Services Act 1998 and it is envisioned that the combining and modifying of these Acts will assist emergency services workers in undertaking their duties and modernising the way organisations, such as the Shire of Denmark, undertake their business in relation to emergency management.

The Concept Paper can be viewed and commented on by visiting <https://consult.dfes.wa.gov.au/consult.ti/conceptpaper>.

Item noted by the Committee

6.4 Community Risk Study – Denmark Town Site

The Denmark town site Community Risk Study was completed in 2010 and is now due for review. A copy of the study was included as an appendix to the Shire's Emergency Management Arrangements and provided an assessment of the risks to the Denmark town site and treatment options that could be undertaken.

Committee members are asked to review the Community Risk Study, copy attached, so that discussions can be held at the September Committee meeting on what areas need revising and how this can best be achieved. Consideration will need to be given to the risks identified in 2010, the treatment options that have been undertaken and any new risks that have been identified over the last four years.

Item noted by the Committee.

Peter Campbell in his role with the Denmark Primary School asked for advice in relation to the Primary School Bush Fire Plan particularly from the CESM and BFS.

7. NEXT MEETING

Scheduled for Tuesday the 2nd September 2014 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 5.00pm

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

Signed: _____
Dale Stewart – Chief Executive Officer

Date: 9 June 2014

These minutes were confirmed at the meeting of the _____

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

