



LOCAL EMERGENCY MANAGEMENT COMMITTEE

HELD IN THE COUNCIL CHAMBERS, 953 SOUTH COAST HIGHWAY, DENMARK, TUESDAY, 7 JUNE 2016, COMMENCING 5.00PM.

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TERMS OF REFERENCE

To advise and assist the local government in ensuring that local emergency management arrangements are established for its district;

To liaise with public authorities and other persons in the development, review and testing of local emergency management arrangements; and

To carry out other emergency management activities as directed by the SEMC or prescribed by the Emergency Management Act or Regulations.

Prepare an annual report on Committee activities for submission to the District Emergency Management Committee.

The local emergency management arrangements are to set out —

The local government's policies for emergency management;

The roles and responsibilities of public authorities and other persons involved in emergency management in the local government district;

Provisions about the coordination of emergency operations and activities relating to emergency management performed by the persons mentioned in paragraph (b);

A description of emergencies that are likely to occur in the local government district;

Strategies and priorities for emergency management in the local government district;

Other matters about emergency management in the local government district prescribed by the regulations; and

Other matters about emergency management in the local government district the local government considers appropriate.

Local emergency management arrangements are to be consistent with the State emergency management policies and State emergency management plans.

Local emergency management arrangements are to include a recovery plan and the nomination of a local recovery coordinator.

VISION

Our vision is for the Shire of Denmark's residents, ratepayers and businesses to be adequately protected, risks are minimized and recovery operations coordinated swiftly and efficiently.

QUESTION TIME FOR THE PUBLIC

In accordance with Section 5.24 of the Local Government Act 1995, Council conducts a public question time at the commencement of every ordinary meeting, every special meeting and every meeting of a Committee to which Council has delegated a power or duty.

The procedure for public question time is as follows:

A minimum time of 15 minutes is allocated for public question time. Council does not set a maximum time, however to enable all speakers to address Council or ask questions Council does restrict each speaker to 5 minutes. A buzzer will sound at 4 minutes to indicate to the speaker that they have one minute to conclude their address.

A member of the public who raises a question or wishes to address Council is to state his/her name and address.

A question may be taken on notice for later response.

When a question is taken on notice a response is to be given to the member of the public in writing by the CEO and a copy is to be included in the agenda for the next ordinary meeting.

Every question and every address shall relate to the business of Council and be submitted as briefly and concisely as possible. If more than one question/issue is to be raised by a member of the public, the questions/issues are to be asked individually to allow the presiding person to respond.

In responding to issues/questions raised the presiding person may invite other Councillors and the CEO to make comment.

PLEASE NOTE:

Questions are not restricted to items on the Agenda, any matter that relates to the business of Council may be raised.

1. DECLARATION OF OPENING/ANNOUNCEMENT OF VISITORS

The Presiding Person opened the meeting at 5.10pm

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

Cr David Morrell	(Shire President & Presiding Person)
Cr Roger Seeney	(Council Representative)
Mr Ross McDougall	(Chief Bushfire Control Officer)
Mr Samuel Barron	(Denmark Health Service)
Mr George Doust	(DPaW Walpole)
Mr Lee Shelley	(Denmark Fire and Rescue Service)
Mr Neville Blackburn	(Department for Child Protection & Family Support)
Mr George Mumford	(Denmark Surf Lifesaving)
Mr Alex Williams	(Walpole Sea Rescue)
Mr Adam Smith	(SEMC Secretariat)
Mr Derek Stone	(Denmark Sea Rescue)
Mr Harold Luxton	(St. John Ambulance Walpole)

STAFF:

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

APOLOGIES:

Ms Tracey Allison	(Denmark State Emergency Service)
Mr Peter Newton	(Walpole State Emergency Service)
Mr Brian Vigus	(Peaceful Bay Sea Rescue)
Mrs Erica Sayer	(St. John Ambulance, Denmark)
Mr Daniel Moore	(Silver Chain Walpole)
Mr David Wall	(Walpole Police, Officer in Charge)
Mr Andrew Dunn	(Denmark Police, Officer in Charge)

ABSENT:

Nil

VISITORS:

Nil

DECLARATIONS OF INTEREST: Nil

3. ANNOUNCEMENTS BY THE PERSON PRESIDING

Nil

4. PUBLIC QUESTION TIME

Nil questions

5. CONFIRMATION OF MINUTES**5.1 MINUTES OF THE LOCAL EMERGENCY MANAGEMENT COMMITTEE**

OFFICER RECOMMENDATION & COMMITTEE DECISION		ITEM 5.1
Moved:	Alex Williams	Seconded: Neville Blackburn
That the minutes of the Local Emergency Management Committee held on the 8 th March 2016, be confirmed as a true and correct record of the proceedings.		
Carried: Unanimous		

5.2 BUSINESS ARISING FROM MINUTES

5.2.1 Volunteer Marine Rescues Role With Respect to Fire Evacuation

At the conclusion of the current fire season a renewed effort will be made to seek the required feedback from the brigades.

Ongoing.

5.2.2 Ceiling Fans – Denmark Relocation Centre

The following Committee Service Outcome is from the meeting held on 8 March 2016;

Committee Service Outcome

The CESM and Rec Centre Manager have lodged a budget request for the installation of fans to Council for consideration for the 2016/17 financial year.

The Rec Centre Manager will also seek grant funding from Dept. of Sport & Rec and Lotteries West and submit a budget request to Council for the 2016/17 financial year.

5.2.3 Control Room Modifications

At the 8 March 2016 LEMC meeting the following improvements to the control room were identified.

More power points – too many power boards. (Building maintenance program)

Air conditioner (Building maintenance program)

Work station/benches (Use folding tables)

Whiteboards on wheels (Purchase additional whiteboards.)

A3 printer and laminator

Laptop

Large wall map – budget item for next financial year

This resulted in the following Committee Service Outcome:

Committee Service Outcome

Director of Community & Regulatory Services to action additional power points and air conditioner within current budget.

Progress to date:

The air conditioning unit is to be installed shortly.

Large wall map – currently investigating suitable map options/formats for a hi-resolution aerial map.

5.2.4 McLean Oval – Overflow Caravan Park

Construction of the overflow camping ground is now complete.

5.2.5 Water Bomber Refilling Facility Upgrades – Denmark Airport

Following an update on the water bomber refilling facilities and capabilities the committee was inform of what was required to complete the project.

Additional work required to finish the whole project includes the sealing of the second refilling bay and the installation of a second 175kL water tank.

The committee moved the following resolution;

“COMMITTEE RESOLUTION ITEM 6.1

The Committee request that Council seek funding for a second water tank to be purchased and installed at the airport to significantly enhance available stored water capabilities for water bombing.

Moved: Ross McDougall

Seconded: Tracey Allison

Carried: 15/0”

Action to date:

The Shire of Denmark Airport volunteers have submitted a GSDC grant funding application for sealing on the water bomber turnaround area and increase water storage capacity under the Shire of Denmark’s auspices.

5.2.6 Green Bag Evacuation Flagging Concept

Following discussion the officer recommendation was not moved.

OFFICER RECOMMENDATION ITEM 6.2

Moved:

Seconded:

That LEMC consider implementing Green Bag Flagging for the 2016/17 fire season once discussion has been had with local DFES and Police staff.

Carried:

The committee decided that an out of session discussion be held the results of which to be brought back to the next meeting.

The CESM advises that no discussions have been held as yet.

Committee Service Outcome:

CESM to investigate drive way marking codes and after liaison with local police keep a stock of stencils and pink line marking paint at the Shire Admin Office.

6. GENERAL BUSINESS**6.1 Fire Regulation Notice (FRN) Review**

At a Public Question Time session at a Council meeting earlier in the year Mr Brian Humphries pointed out what in his opinion are some irregularities within the FRN. He has particular concerns with the regulations in regards to the use of different zoning.

An example given was ‘Tourist’ The Cove on Weedon Hill. ‘Tourist’ zoning is not technically covered in the FRN.

In response to Brian’s concerns at the Ordinary Meeting of Council on 3rd May 2016 Cr Bartlett tabled the following motion;

COUNCIL RESOLUTION & CR BARTLETT’S NOTICE OF MOTION ITEM 7.1

MOVED: CR BARTLETT

SECONDED: CR WHOOLEY

That the Administration prepares a report on the following proposal for consideration at the first Council meeting in August 2016:

As the start of a process to ensure our fire regulations better address our problem areas I request that with regard to page 9 of the current fire regulation notice, section 6c that the words

"may be requiredthe satisfaction of the Shire's Fire Services",

be removed and replaced with a definitive statement such as

"are now required to perform a mosaic fuel reduction process to achieve a maximum fuel load of 8 tonnes per hectare by rotation every 5 years."

CARRIED UNANIMOUSLY: 8/0

Res:050516

These are a couple of examples that need to be addressed during the review process.

These items are as follows:

- 1) Increase fire fuel reduction distances around communication towers eg: NBN and mobile towers.
- 2) Changing the 40 hectare of bush limitation in areas of rural land to include contiguous bush on adjoin lots as currently two or more contiguous <39 hectare less portions of bush do not require a fire break.
- 3) Requiring perimeter fire breaks around areas of bush on rural land.
- 4) The incremental introduction of cyclic fire fuel reduction on larger portions of land that are close to residential areas (Regulation 6c).

Cr Bartlett has raised a valid point in that there does need to be a more definitive statement for Regulation 6c, however it is felt, as BFAC has previously discussed, BFAC needs to give enough time so that 'we get it right'.

Cr Bartlett requests a report be delivered to Council at the first Council meeting in August.

In response to this request it is proposed that the Director of Community and Regulatory Services, the Chief, Senior Ranger and CESM draw up a plan outlining the step by step approach to the review of the FRN including consultation with Shire staff, BFAC, Council, affected landowners and relevant stakeholders. We also need to make a conscious effort to keep the affected landowners and the wider community informed as to what is being proposed and how this will affect them.

It is the CESM's opinion that a staged approach is preferable particularly in terms of larger portions of land that are close to residential areas as the many of our brigades turnouts are to escaped private burns during permit season and sudden change to the regulations may lead to compliance difficulties and an increase in the number of escaped burns.

Should any members of the committee have any comment or feedback with regard to the current FRN content/format, please forward to the CESM in writing.

6.2 Auxiliary Fire Control Officers

Traditionally there has been a tendency for the retiring CBFCO to assume the Fire Weather Officer's (Fire 3) role to ensure that a well experienced FCO is retained in the brigade structure that has the legal powers to act if the Chief and Deputy are unable to do so or are outside of the district.

This structure worked when CBFCOs tended to be older and stay in the position longer and our brigades and leaders were not being regularly seconded to fight major fires in other districts.

This however has changed. We now have younger Chief and Deputy FCOs that typically want to do the roll for 3 – 4 years and then give another person the opportunity to bring their own talents and abilities to the roll.

In addition to this our brigades are now being regularly deployed to other districts meaning that there is a very real likelihood that a former Chief or Deputy may be required to assist in the command structure of a future fire.

Once appointed Auxiliary FCOs will not be members of BFAC and will only attend BFAC if elected to a specific role.

As has been mentioned in the background the creation of Auxiliary FCOs will give our brigades the luxury of a second tier of reserve FCOs that can be available when our regular leaders leave the district without taking BFAC positions away from newer brigade members.

This proposal was tabled at the June 2016 BFAC and was accepted by the FCOs. Graeme Thallon was nominated to the position of Auxiliary FCO. All FCO nominations will go to the next Council meeting for appointment.

6.3 Local Welfare Plan – Shire of Denmark

Neville Blackburn (DCPFS) has provided a draft copy of the rewritten Local Welfare Plan for the Shire of Denmark, attached.

Please have a read and provide any comments at the meeting.

OFFICER RECOMMENDATION & COMMITTEE DECISION		ITEM 6.3
Moved: Harold Luxton	Seconded: Cr Roger Seeney	
That;		
<ol style="list-style-type: none"> 1. The Local Welfare Plan is accepted by LEMC and, 2. LEMC recommend that the Local Welfare Plan be accepted by Council 		
Carried: Unanimous		

6.4 SMS System Decommissioning

The CESM tabled a letter from Landgate advising that the SMS warning system had been decommissioned.

The Committee noted this advice.

6.5 National NBN (Broadband) Tower Battery Life

Cr Roger Seeney raised concerns that rural residents that relied on the NBN service for their landline would lose that service during long power outages and be at risk during fires and storms.

Council is awaiting a report from NBN with regard to auxiliary power supplies and duration in times of 'black-out'.

6.6 Revised SEMC Emergency Documents

Adam Smith briefed the Committee on the redesigned SEMC website and on the recently approved suit of Emergency Management documents, in effect from 24 May 2016, consisting of;

- The State Emergency Management Policy
- The State Emergency Management Plan
- Hazard Specific Plans (Westplans)
- State Emergency Management Procedures
- State Emergency Management Guidelines
- State Emergency Management Glossary

All of the above documents are on the SEMC website.

7. NEXT MEETING

Scheduled for Monday 12 September 2016 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 6.12pm.

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

Signed: _____

Cliff Frewing – Chief Executive Officer

Date: 17th June 2016 2016

These minutes were confirmed at the meeting of the

Signed:

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