



LOCAL EMERGENCY MANAGEMENT COMMITTEE

HELD IN THE COUNCIL CHAMBERS, 953 SOUTH COAST HIGHWAY, DENMARK, MONDAY 13TH MARCH 2017, COMMENCING 4.00PM.

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Council Committee Meeting

13 March 2017

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1. DECLARATION OF OPENING/ANNOUNCEMENT OF VISITORS

The Presiding Person opened the meeting at 4.07pm

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

Mr Matt Hartfield	(Denmark Police, Officer in Charge)
Mr Ross McDougall	(Chief Bushfire Control Officer)
Mr Neville Blackburn	(Department for Child Protection & Family Support)
Mr George Mumford	(Denmark Surf Lifesaving)
Mr David Wall	(Walpole Police, Officer in Charge)
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:

Mr Brian Vigus	(Peaceful Bay Sea Rescue)
Cr David Morrell	(Shire President & Presiding Person)

ABSENT:

Ms Tanya Moore	(St. John Ambulance, Denmark)
Mr Daniel Moore	(Silver Chain Walpole)
Mr Lee Shelley	(Denmark Fire and Rescue Service)
Ms Leanne Laurie	(Denmark Health Service)
Ms Tracey Allison	(Denmark State Emergency Service)
Mr Peter Newton	(Walpole State Emergency Service)
Mr George Doust	(DPaW Walpole)

VISITORS:

Mr Brian Humphries

DECLARATIONS OF INTEREST: Nil

Name	Item No	Interest	Nature

3. ANNOUNCEMENTS BY THE PERSON PRESIDING

Due to the absence of the Shire President Matt Hartfield Denmark Police, Officer in Charge chaired the meeting.

4. PUBLIC QUESTION TIME & PRESENTATIONS**4.1 Fire Emergency Exit Master Plan**

Mr Brian Humphries made a presentation on a draft Fire Emergency Exit Master Plan.

The Committee saw merit in the concepts that Brian was communicating and made the following Committee Service requests:

Committee Service Outcome:

CESM to obtain detailed evacuation / traffic plan from Shire of Augusta/Margret River.

CESM to invite Main Roads to speak at the next meeting regarding peak season evacuation traffic flow considerations.

Staff to study Brian's tabled concepts and to identify low hanging fruit that can be implemented in the short to mid-term and report back to the Committee.

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 12 th December 2016, be confirmed as a true and correct record of the proceedings.	
Carried: Unanimous	

6. REPORTS

6.1 Ceiling Fans – Denmark Relocation Centre

A budget allocation for the purchase and installation of Ceiling Fans has been made in the 2016/17 budget subject to a successful grant application.

The Rec Centre manager will submit an application to Dept. of Sport and Rec. early next year, February/March 2017

Update

The Rec Centre manager is currently working on a grant submission.

6.2 Control Room Modifications

Progress to date:

Large wall map – an electronic aerial image has been sourced; currently investigating what additional information can be added, e.g. fire sheds and water points etc.

Jason Signs have been contacted to provide options and quotes.

On hold due to budget constraints and further refining of scope.

6.3 Fire Regulation Notice (FRN) Review

At the Bushfire Advisory Committee Meeting held on 2 June 2016 a Fire Regulation Notice Review Committee, made up of the Chief FCO, Ocean Beach FCO, Harewood FCO, Senior Ranger and CESM was appointed.

This committee has held two meetings the results of which are draft set of regulations.

The draft regulations were tabled at the November BFAC. On the whole they were well received however questions were raised as to the practicality/need for boundary breaks on rural properties.

Following discussions, the general consensus was support for boundary breaks through contiguous bush and not necessarily required through pasture.

Progress to date

The draft document was presented to the Bush Fire Advisory Committee (BFAC) at their meeting held last week, 2nd March.

The committee resolved the following motion;

AMENDED MOTION & COMMITTEE RESOLUTION

Moved: Alex Williams

Seconded: Roger Seeney

That the Committee recommends to Council that they;

1. *Endorse the new format/layout of the Fire Regulation Notice;*
 - *Page 1, 2 & 3 are the pages that will be printed and distributed with the rates notice.*
 - *Pages 3, 4, 5 & 6 will be on the website. The whole document will be available on the website and can be printed by individuals or on request.*
 - *Pages 7, 8 & 9 (variation request form) will also be on the website to print/download.*
2. *Endorse the fundamental changes of the Fire Regulation Notice;*
 - *Introduction of Low Fuel Boundary Access in a staged approach,*
 - *Introduction of Permits to Burn Standing Bush between 1st September to 30th April, except the prohibited season.*
 - *Variation forms being potentially accepted for 40 hectare compartmentalisation under Regulation 4.*
 - *Removal of bare earth breaks in regulation 5 and its substitution with a requirement for a low fuel zone that is maintained throughout the fire season.*

Carried: Unanimous

The CESM will now present the draft document to Council at a strategic briefing later this month to seek feedback with a view to present the final document to Council for endorsement at the June Council meeting.

6.4 Denmark Sea Rescue Group - Rescue Boat up-grade briefing

Derek Stone has advised that:

The Denmark Sea Rescue is currently in the process of upgrading their rescue vessel.

The 7.3m Naiad we have had since 2009 has been sold to the Dept. of Transport and the group is currently short listing its replacement with the intentions of placing an order by the end of September with delivery expected by the end of this year or early in the New Year.

In the meantime, we have the VMRWA 7.3m relief boat Tom Reed on loan to DSRG until we take delivery of the new 7.5m vessel, and so there will be no break in DSRG's operational availability or capability.

Derek Stone provided a progress report on the vessel.

Metal fabrication of hull completed with fitting out of hull to commence shortly for a May completion date.

6.5 Local Emergency Management Arrangements (LEMA) Review – Lee Shelley

Work has commenced on the review.

A new format for LEMA has been developed by SEMC for LEMA's.

At present the LEMA for the Shire of Denmark is undergoing its 5yr review and is in draft.

The Shire has attended a recovery workshop in Albany and a risk workshop in Mt Barker with other local Shires and SEMC representatives.

The progress to date is as follows;

1. The context has been established and is in draft
2. Identify, analyse, develop and treat risk framework schedule as below

Milestone	Responsible Agency	Timeframe	Actions Required
Establish the Context	Shire of Denmark CESM	March- April 2017	<ul style="list-style-type: none"> • Develop draft 'Establish the Context' section of report • Consider risk evaluation criteria • Develop list of hazards for consultation
Workshop 1 - 'Establish the Context' and 'Identify Risk'	Shire of Denmark	May 2017	<ul style="list-style-type: none"> • Hold stakeholder workshop facilitated by SEMC Secretariat District Emergency Management Advisor Great Southern Region • Develop risk descriptions / statements for identified hazards
Workshop 2 - 'Analyse Risk' and Develop 'Treat Risk' Frameworks	Shire of Denmark	June 2017	<ul style="list-style-type: none"> • Hold stakeholder workshop facilitated by SEMC Secretariat District Emergency Management Advisor Great Southern Region
Workshop - 3 'Treat Risk' and Consolidate Risk Report	Shire of Denmark	July- August	<ul style="list-style-type: none"> • Provide venue & catering as required • Hold stakeholder workshop facilitated by SEMC Secretariat District Emergency Management Advisor Great Southern Region
Report, Sign Off & Endorsement	Shire of Denmark	September-	<ul style="list-style-type: none"> • LEMC signoff

3. Review and develop Evacuation plan
4. Review and develop Response plan
5. Review and develop Recovery plan

The arrangements accepted by Denmark LEMC will be forwarded to DEMC in October and once accepted will be forwarded to SEMC

6.6 Community Meetings – CESM

A public meeting was held, Monday 12th December at 7.00pm in the Civic Centre, to assist the communities to become more resilient and be better prepared themselves the next time a fire breaks out.

Approximately 30 people attended the meeting which was well received.

In conjunction with the Ocean beach Bush Fire Brigade two community meetings were held in the Ocean Beach area, Little River Rd community & Harington Break community, in September & October; as a follow up a Street Meet is being organised for the Harington Break Community, Thursday 16th March, involving DFES Community Engagement, Ocean Beach BFB and the CESM.

This street meet will include a walk-through of a couple of properties and give the presenters an opportunity to point out key points in property preparation and also provide an opportunity for participants to ask questions.

The ultimate aim is to raise the level of resilience in the Harington Break community and potentially develop a Bushfire Ready Action Group.

6.7 Town-site Unallocated Crown Land (UCL) Mitigation Work – CESM

The Department of Fire & Emergency Services is responsible for the management of town-site UCL; they have a MOU with the Department of Lands who provide funds for this work.

Following a request by the CESM to DFES the Shire of Denmark has an allocation of \$12,000 for fire mitigation within the town-site of Denmark.

Work has been started on the UCL (Lot 159) to the rear of the properties on Payne Rd, Weeden Hill. A 4m wide trafficable fire break is being constructed.

A fuel reduction burn is planned for the UCL bounded by Ocean Beach Rd, Zimmermann St, the Water Corp reserve and Blossoms Nursery.

Weather permitting this burn will go ahead in March/April 2017.

It is expected that other agencies, DFES, DPAW, Denmark VFRS, Albany Fire Brigades, WAPOL, SES & St Johns could potentially be involved in this 'exercise'.

Two small areas of UCL at the end of Honeymyrtle Court are also being cleaned up.

6.8 Regional Telecommunications Project Rollout Schedule

See attached list of scheduled/completed installations.

7. GENERAL BUSINESS

Harold Luxton Saint John's Walpole patient transport vehicle initiative which provides a driver and vehicle that takes people to medical appointments.

Committee Service Outcome:

Marcus to invite a representative from the Department of Commerce Mobile Black Spot Program to talk about the roll out in the remote area towers.

South Coast Marine Search & Rescue exercise in May.

Saint Jon's Denmark have organised an Denmark Emergency Services Day Sat 8 April 2017, 10am – 1.00pm at Berridge Park

8. NEXT MEETING

Scheduled for Monday 12 June 2017 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 5.26pm.

The Director Community & Regulatory Services recommends the endorsement of these minutes at the next meeting.

Signed: _____

Gregg Harwood – Director Community & Regulatory Services

Date: 16 March 2017

These minutes were confirmed at the meeting of the

Signed:

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