SHIRE OF RAVENSTHORPE

Minutes

LOCAL EMERGENCY MANAGEMENT COMMITTE

1st QUARTER MEETING OF THE

LOCAL EMERGENCY MANAGEMENT COMMITTEE

HELD ON THE Wednesday 1 October, 2014

COMMENCING AT: 10-00 a.m.

State Emergency Service Morgan St Ravensthorpe

- **ATTENDANCE & APOLOGIES see list below:**

Meeting Open: 10AM

ATTENDEES:		1st Quarter	2nd Quarter	3rd Quarter	4 th Quarter
NAME	**ORGANISATION**	**1-10-2014**	**?-12- 14**	**?-3-2015**	**?-6-15**
I Goldfinch	**Shire President**	✓			
Cr K Dunlop	**VES Hopetoun**	✓			
I Fitzgerald	**CEO Ravensthorpe**	✓			
C Townsend	**WAPOL**	✓			
G Webster	**VFRS**	Absent			
R Daw	**CBFCO**	✓			
A Spicer- G Stoddard	**WAPOL**	Apology			
K Rowe (LM)	**SES**	✓			
A Dehass	**Health**	Absent			
Wendy Price	**SJA**	✓			
	Dept Agric & Food	Absent			
Vacant	**CESM**	N/A			
Inoka Edirisinghe	**DCPFS**	✓(phone)			
P Masters	**DPAw**	✓			
G Wornes	**DFES**	Apology			
A Smith	**DFES**	Absent			
S McGuire	**Airport**	✓			
P Booth	**SES**	Apology			

Visitors:

- **CONFIRMATION MEETING HELD MINUTES 04-06-2014**
  Unable to confirm as minutes not produced

- **CORRESPONDENCE:** Nil

- **CONTACT DETAILS:** This remains ongoing as required. Any changes should be corresponded to CESM/Delegate for update

- **REVIEW OF RESOURCES:** Ongoing

- **MEMBERSHIP:** Nil update

STANDING ITEMS	• ISG activation/ or incidents – Nil • Exercise Reports / Debrief - Airport exercise conducted in this period • Training opportunities – FCO Course conducted • ISG activations - Nil • Funding – Nil update • Review of Membership - Nil
DOCUMENTATION	• LEMC meetings and exercise schedule maintained • Exercise Reports – Attachment 1 (Airport Desktop Exercise) • Business Plan - completed • Annual Report - completed
COMMUNITY ENGAGEMENT	• ERM Progress implementation of treatment strategies • Hopetoun Primary School Fete – FRS, SJA and Police attended with vehicles at school request. • DFES Evacuation Planning workshop for Hopetoun
LEMA and RECOVERY PLAN	• Recovery Plans adopted by Council
EXERCISE SCHEDULE	• Nil at this time

- **MEMBERSHIP REPORTS**

BUSH FIRE	SES	VFRS	
DPaW	SJA	WAPOL	
DCPFS	HEALTH	RNO	
DFES	DEPT AGRIC &FOOD		
			-
			-

BFB : R Daw – Tabled (Attachment 2)

- Report prompted discussion on:
  a) vehicles weight issues and use of deluge systems. Further investigation required;
  b) volunteers on fire ground in private vehicles – no definitive outcome;

SES: **K Rowe** – Verbal report. Mentioned recent storm damage and SES involvement; Wildflower Tagalong Tours successful; Callouts – 16 YTD; SES reinstated as 2nd responder to road crash scenarios. Report prompted discussion on wildflower bus operators parking in dangerous locations on 110kph roads.

Recommendation: Correspondence to Wildflower Committee requesting bus operators be more vigilant.

VFRS: **K Dunlop** (on behalf of FRS/VFRS) – Hopetoun is in line for a new light tanker. A beach recovery was accomplished as was recovery of an overturned vessel. The recent scheduled burn was successful.

DPaW: **P Masters** – Tabled (Attachment 3)

SJA: **W Price** - Verbal report. More volunteers are required at both Ravensthorpe and Hopetoun. Patient transfers to Albany are continuing to cause problems.

Recommendation: Correspondence be forwarded to David Schober (SJA Albany) requesting a meeting on site in Ravensthorpe to discuss the ongoing problems with the patient transfer system with a view to establishing an effective protocol.

WAPOL: **C Townsend** – Verbal report. Mentioned current low staffing levels in the district.

DCPFS: **I Eridisinghe** – Verbal report. Thanked the LEMC for being able to participate in the recent airport tabletop exercise. Mentioned tour of the district with the Shire's Keith White and Matthew Hunt to inspect possible refuge centre premises. An up to date list of agency contacts was requested, as was permission to utilise the shire logo on a forthcoming publication (CEO agreed to use of the logo. To be confirmed by email correspondence).

HEALTH: Nil report

RNO: Nil report

DFES: Nil report

DA&F Nil report

AIRPORT **S McGuire** – Verbal report on the recent Emergency Exercise at Ravensthorpe Airport; 'Exercise Segundo' held on Tuesday 29 July, 2014. The scenario involved a security breach of the perimeter fence while an RPT flight was unloading. Several 'tricks' were unveiled during the exercise to test attendees. A successful exercise for all concerned.

OTHER MATTERS:

1. C Townsend: Discussed Anzac celebrations proposed for Albany. In excess of 70000 persons expected to attend. All emergency services groups to manned in this period. Shire CEO indicated MRD had requested shire staff be on standby.

2. Chairman: Mentioned the problem with water availability in both the Ravensthorpe town site and on site at any emergency location. Various scenarios were discussed.

   Recommendation: Consider EOI for persons/companies with appropriate resources to be listed for assistance in any emergency situation.

3. R Daw: Queried action on signage for Elverdton Road to restrict use by road trains – previously requested by LEMC.

   Recommendation: S McGuire to follow up installation of signs prohibiting road train access on Elverdton Road.

4. P Masters: Indicated swipe card at the water stand pipe in Ravensthorpe was not functioning. Information from the floor that this was a known problem. General discussion ensued on the availability of water in the shire – Chairman requested consideration be given to conducting a survey to identify water availability in both Ravensthorpe and Hopetoun.

MEETING CLOSED: 11.45am

NEXT MEETING – 10AM WEDNESDAY 3 DECEMBER, 2014 – RAVENSTHORPE SES