



LOCAL EMERGENCY MANAGEMENT COMMITTEE

MINUTES

for meeting held at 0830 hrs on 1 June 2011

in the City of Albany Civic Rooms

ES.MEE.5

Terms of Reference:

- The aim of the Local Emergency Management Committee (LEMC) is to overview, plan and test the local community emergency management arrangements. The committee includes representatives from agencies, organisations and community groups with expertise relevant to the identified community hazards and risks and emergency management arrangements.
- The functions of a local emergency management committee are, in relation to its district or the area for which it is established is to:
 - a. advise and assist the local government in ensuring that local emergency management arrangements are established for its district as per Statutory requirements;
 - b. liaise with public authorities and other persons in the development, review and testing of local emergency management arrangements;
 - c. carry out other emergency management activities as directed by the State Emergency Management Committee or prescribed by the regulations.

1. ATTENDANCE:

Councillor	Des Wolfe
Councillor	Don Duffy
City of Albany Staff:	
Community Services Leader	Linda Hill
Emergency Management Officer	Garry Turner
Senior Aerodrome reporting Officer	Deb Walker
Chief Bush Fire Control Officer	Ross Fenwick

Members:	
WA Police	Acting Senior Sergeant David Snowball
Albany Regional Hospital	Fiona Berger
FESA	Kevin Parsons
FESA	Grant Olson
FESA SES	Lynne Bearcroft
Department of Environment & Conservation	Richard Petty
Department for Child Protection	Sarah Tup-Evans
Albany Sea Rescue	Kerrin Digney
Department of Transport	Tony Fitzpatrick
Silver Chain Great Southern	Christine Hunter
Stacey Abbot	SJA

Presiding Member:	
EMT Member Responsible for Committee:	

AGENDA ITEM 1.1.3 REFERS

Department of Education	Steven Dean
Department of Housing	Ken Carter
Western Power	Kim Bunney
Surf Life Saving	Pat McSweeney
Australian Red Cross	Wendy Freeland
Western Power	Shane Adams
ABC Radio	Andrew Collins
Silver Chain-Great Southern/Remote	Lesley Pearson
Water Corporation	Michael Sillifant
Albany Port Authority	Steve Young
Western Power	Kim Bunny

APPOLIGES

Department of Environment & Conservation	Vince Hilder
Western Power	Shane Adams
Department of Food and Agriculture	Danny Roberts
Southern Roads Services	Malcolm Mallaby
Telstra	Brad Nelson
Councillor	Mervyn Leavsley
Water Corporation	Steven Childs
Silver Chain-Great Southern/Remote	Lesley Pearson
FESA SES	Kate Russell
WA Police	Sgt Mark Fairclough
Bureau of Meteorology	Jason Balhorn
FESA	Adam Smith

2. CONFIRMATION OF MINUTES OF PREVIOUS MEETING:

ITEM 2: COMMITTEE RECOMMENDATION

MOVED: Kevin Parsons
SECONDED: Lynne Bearcroft

That the minutes of the LOCAL EMERGENCY MANAGEMENT COMMITTEE held on 2 March 2011 as previously distributed, be confirmed as a true and accurate record of proceedings.

CARRIED: 21/0

3. BUSINESS ARISING FROM THE PREVIOUS MINUTES:

NIL

Preliminary Actions:

The chairperson welcome to new members of LEMC:
Community Service Leader City of Albany Ms Linda Hill
Acting Senior Sgt David Snowball

Albany Regional Hospital Fiona Berger
Silver Chain Great Southern Christine Hunter
FESA SES Kate Russell

4. DISCLOSURE OF INTEREST:

NIL

5. TRAINING/EXERCISES

a. Red Cross training at ALAC: Ms Sarah Tup Evans gave a brief overview of the event held on 26th and 27th may 2011, but due the low numbers attending it was a non event.

b. Introduction to Recovery Management: Garry Turner advised the meeting of the training course held at FESA and the benefits that had come out of that training. It was agreed that if possible FESA to hold the course again and have additional members from LEMC and City of Albany staff attend. Mr Grant Olsen from FESA was supportive of this proposal and Garry Turner would contact Mr Adam Smith on this matter.

6. EMERGENCY PLAN

The meeting was advised that the new plan should be on the City web site by Friday.

7. LOCAL EMERGENCY MANAGEMENT COMMITTEE ANNUAL REPORT

Members were asked to submit any training courses and or exercises they have attended for the DEMC report.

8. GENERAL BUSINESS

a. Acting Senior Sergeant David Snowball gave a briefing on the Post.

Incident Analysis report with regards to the Salmon Hole incident that occurred on the 2nd and 3rd April 2011. David stated that all agencies should be commended on the way they all came together. Richard Petty will speak with the District Officer at DEC to see if a signage review within the area could be conducted and report submitted at the next LEMC meeting. Mr Kerrin Digney from ASR advises that the communication within the area was to be upgraded but this has now been put off. A general discussion took place on types of floatation devices that could be placed at the Salmon Holes and tied off this would enable people who do get swept from the rocks would be able to hold onto them until emergency services arrive.

It was decide that the Garry Turner would undertake a review of how other Local Governments have dealt with this type of problem within their areas and report to the next meeting.

9. ITEMS TO BE DISCUSSED AT NEXT MEETING

NIL

10. DATE OF NEXT MEETING: 24 August 2011 0830 hrs

11. CLOSURE OF MEETING: Meeting declared closed at 0925hrs

CONFIRMED: CHAIRPERSON _____ **DATE:** ____ / ____ / ____