

LOCAL EMERGENCY MANAGEMENT COMMITTEE (LEMC)

CONFIRMED MINUTES

FOR THE MEETING HELD

6 AUGUST 2013

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MINUTES OF THE LEMC MEETING HELD AT THE SHIRE OF LAVERTON COUNCIL CHAMBERS ON 6 AUGUST 2013, COMMENCING AT 10.05AM.

1. DECLARATION OF OPENING

Chairman, Mr David McKinley declared the meeting open at 10.05am and welcomed all those in attendance.

2. RECORD OF ATTENDANCE

2.1 PRESENT

Mr Dave McKinley	Chairman
Ms Emma Edgar	Child Protection & Family Services
Acting Snr Sgt Glen Dinsdale	Laverton Police
Mr Bill Taiki	Shire of Laverton
Mr Travis Pringle	AngloGold Ashanti
Ms Marcia Vaughan	St Johns Ambulance
Ms Laurinda Hill	Laverton Volunteer Fire & Rescue
Ms Inoka Edirisinghe	Child Protection & Family Services
Mr Mark Leach	Minara Resources
Ms Tiffany Farlow	Laverton Volunteer Fire & Rescue
Ms Jasmine Brown	Laverton Hospital
Mr Sean Wells	Shire of Laverton

2.2 APOLOGIES

Cr Rob Wedge	President, Shire of Laverton
Snr Sgt John Lehane	Laverton Police
Mr Mac Johnston	Department of Fire and Emergency Services

3. CONFIRMATION OF MINUTES

EM0301 3.1 CONFIRMATION OF MINUTES – 7 MAY 2013 File Ref: 101

Moved Glen Dinsdale, Seconded Marcia Vaughan

That the Minutes of the LEMC meeting held on 7 May 2013 be confirmed as a true and accurate record.

CARRIED

4. AGENDA ITEMS

4.1 Contact Details Update

- Check that Barrick contacts are on the mailing list.
- Remove Sharon Hutchins from contact list.

- Department for Child Protection has changed to Department for Child Protection and Family Support. All @dcp email addresses to change to @cpfs.
- Laurinda Hill's change of email address already updated.

4.2 Post Incident Reports

4.2.1 LandSAR Laverton AC Cunningham

- Already discussed at previous meeting. Report tabled at this meeting.

4.2.2 Other

- No recent incidents.

4.3 Post Exercise Reports

4.3.1 Skull Creek Exercise

4.3.1.1 LVFRS Response Log

- Already discussed at previous meeting. Report tabled at this meeting.

4.3.2 Other

- No recent exercises.

4.4 Draft Business Plan 2013/14

4.4.1 Review

- No comments.

4.4.2 Endorsement

Moved Glen Dinsdale, Seconded Marcia Vaughan

That the Committee endorse the Business Plan 2013/14.

CARRIED

4.5 Emergency Risk Management (ERM) process

- No business to discuss.

4.6 Local Emergency Management Arrangements (any further modifications)

- Focus Minerals to be removed from the listings.

4.7 Exercise Schedule

- Exercises to be held annually, alternating between desktop and practical.
- CPFS to conduct State Welfare Emergency Exercise Training Project on 25 September 2013.
 - This can serve as the upcoming LEMC desktop exercise.
 - CPFS to send details and invitations.

4.8 Agency Updates (members to advise of any issues that may have an impact on EM within the District from their agencies perspective)

St John Ambulance

Ambulance is short staffed. A trained medic is required but not available. David McKinley suggests that a hiring allowance may be included in Shire 2013/14 budget and will confirm.

Laverton Police Service

Laverton Police Station has filled its staffing vacancies.

5. GENERAL BUSINESS

- A draft fridge magnet has been produced and is currently circulating within the Shire before coming to the Committee.
- Health Direct phone number to be included on fridge magnet.
- A windsock still needs to be erected in Laverton. A location near or on the water tower would be ideal.
- Minara Resources offers to supply the windsock if the pole is supplied.
- Shire of Laverton offers to supply the pole.
- CPFS are developing Emergency Management coordination tabards for Local Government use.
- Shire of Laverton should keep an emergency kit on site.
 - CPFS to provide a recommended inventory.
 - Emergency Services funds may be able to be used to purchase kit.
 - ESL may also be able to be used.
 - CPFS to provide details on how the kit can be funded.

6. NEXT MEETING

Meetings will be held quarterly on the first Tuesday of that month.

The dates of the future meetings during 2013 are:

Tuesday 5 November 2013

7. CLOSURE OF MEETING

The Chairman declared the meeting closed at 10.40am.