



SHIRE OF LAVERTON

MINUTES

LOCAL EMERGENCY MANAGEMENT COMMITTEE (LEMC) MEETING

HELD 4 NOVEMBER 2014

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MINUTES OF THE LEMC MEETING HELD IN COUNCIL CHAMBERS, MACPHERSON PLACE, LAVERTON ON TUESDAY 4 NOVEMBER 2014, COMMENCING AT 3.10PM.

1. DECLARATION OF OPENING

Chairman Mr Patrick Hill declared the meeting open at 3:10pm and welcomed all those in attendance.

2. RECORD OF ATTENDANCE

2.1 PRESENT

Mr Sean Wells	Shire of Laverton
Mr Russell Williams	Shire of Laverton
Mr Des Cannons	Shire of Laverton
Ms Cherner Dawes	St Johns Ambulance
Ms Allison Braid	Department for Child Protection and Family Support
Ms Eleanor Hill	Shire of Laverton/St Johns Ambulance
Ms Marcia Vaughan	St Johns Ambulance
Ms Joanna Seczkowski	Shire of Laverton
Ms Tiffany Farlow	Department of Fire & Emergency Services
Cr Patrick Hill	Shire of Laverton

2.2 APOLOGIES

Mr Heath Soutar	WA Police
Ms Elissa Stout	Laverton Hospital
Mr Ian Morris	WA Police
Mr Marcus Rader	Minara Resources
Mr Mac Johnston	Department of Fire and Emergency Services
Ms Inoka Edirisinghe	Department for Child Protection and Family Support

3. CONFIRMATION OF MINUTES

EM0401 3.1 CONFIRMATION OF MINUTES – 8 April 2014 File Ref: 101

Moved Marcia Vaughan,

Seconded Tiffany Farlow

That the Minutes of the LEMC meeting held on 8 April 2014 be confirmed as a true and accurate record.

CARRIED

4. AGENDA ITEMS

4.1 Contact Details Update

- Updates pending in LEMA, including contacts, to be included in next distribution.

4.2 Post Incident Reports

- LVFRS:
 - Car fire in village (on vacant lot)
 - Minor grass fires
 - Car fire unattended due to volunteers at emergency services conference; attended by police
 - BBQ fire extinguished by neighbour before callout received
 - Suggest promoting fire blankets for all BBQs, considering stocking them for re-sale
- SJA
 - Number of minor callouts, some unattended (police attended)

4.3 Post Exercise Reports

- 2014-05-22 Desktop Flood Exercise
 - No backup power for Shire/Incident Control Centre, building not compatible
 - Hospital and Police Station only places with backup power
 - SJA offered sub-centre as back up ICC
 - School keeps food stores
 - LVFRS & SJA once considered co-location behind Police Station, or even with Hospital

Russell Williams left the meeting at 3:35pm

- Co-location could be viable if set up with separate wings but shared generator and ICC, agencies are open to the idea

Russell Williams re-entered the meeting at 3:36pm

- DCPFS responsible for bedding of evacuation centres, recently surveyed the town hall
- Resources inventory needs to be updates, will be conducted by email out to agencies
- Option to look into acquiring a mobile command centre (similar to SES vehicle); there may be grant funding

4.4 Emergency Risk Management (ERM) process

- No items raised

4.5 Local Emergency Management Arrangements (any further modifications)

- Run a callout in Sturt Pea for resources inventory of private operators in town. Some informal agreements exist, but inventory and availability needs to be recorded in LEMA

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

Shire of Laverton

- Bush Fires compliance process currently in progress, almost at completion which will involve contractors clearing all remaining lots in town of flammable material
- Broad scoped communications strategy being developed, which will fall secondary to LEMA procedures but include public communications and additional contacts

Laverton Volunteer Fire and Rescue Service

- Having trouble getting volunteers to attend training & events
- New recruitment to begin soon
- Experiencing vehicle issues, but repairs in progress

5. GENERAL BUSINESS

- SJA to run ambulance driving courses, will need to generate a traffic management plan to operate on public roads
- Bush Fire Control Officers listing needs to be updated for mining and pastoral
- Emergency services 'pocket guides' to be investigated
- Jenny Baker (Skippers Aviation) has been invited & is on the mailing list for future meetings & exercises

6. NEXT MEETING

Meetings will be held quarterly on the first Tuesday of that month. The date of the next meeting shall be:

3:00pm Tuesday 3 February 2015

7. CLOSURE OF MEETING

There being no further business the Chairman declared the meeting closed at 3.58pm.