

Attachment 5.4



Local Emergency Management Committee

Minutes – 10 May 2023

MINUTES

1. OPENING

The presiding member declared the meeting open at 15:03pm and acknowledged the traditional owners of the land.

2. ATTENDANCE & APOLOGIES

Attendance:

Cr. Tony Dean – Nannup Shire President
 Cr. Ian Gibb – Council Representative
 Ms Roma Boucher– Department of Communities
 Mr Warren Smith – St John Ambulance
 Mr Duncan Palmer – District Manager for Donnelly District (DBCA)
 Mr David Taylor – Shire of Nannup Chief Executive Officer
 Mr Grant Berry – OIC Nannup Police
 Mrs Louise Stokes – Shire of Nannup Recovery Coordinator
 Mr Ian Guthridge – Dept of Primary Industries & Regional Development
 Ms Paige Weaver - Nannup Health Service
 Mrs Pat Twiss – Nannup Country Women’s Association (CWA)
 Mr Peter Thomas –Department of Fire and Emergency Services (DFES)

Apologies were received from:

Mrs Gloria Milward – Country Women’s Association (CWA)
 Mr Geoff Allam – State Emergency Services Manager
 Ms Christine Hunter – St John Ambulance
 Ms Cheryle Brown – Nannup Community Resource Centre
 Renee Flaxman – Department of Communities
 Mr Jon Jones – Shire of Nannup Manager Infrastructure
 Mr Nathan Hall – Department of Fire and Emergency Services (DFES)
 Mr Jeff Bennett – Department of Conservation Biodiversity and Attractions

PETITIONS/DEPUTATIONS/PRESENTATIONS

Nil

3. CONFIRMATION OF MINUTES OF PREVIOUS MEETING

LEMC meeting dated 2 February 2023 are a true and accurate record of the meeting as presented.

Moved: Warren Smith

Seconded: Paige Weaver

Carried

4. CORRESPONDENCE

Nil

ACTION: Nil

5. DISCLOSURE OF INTERESTS

Nil

6. BUSINESS ARISING FROM THE PREVIOUS MINUTES

4.1 Shire to investigate standpipe at Thomas Road bore site. In progress

7.1 COVID Welfare kit for Nannup (Roma to action): LG's were contacted re: PPE requirements. 26 kits were purchased and held at Busselton office. Stock count to be undertaken, many items are now out of date. May be given out free.

7.5 Shire to investigate helipad levelling at private property opposite Tank 7 Mountain Bike Park: Helipad now being constructed on DBCA land by Council. Bollards to be installed.

DBCA (Duncan Palmer) looking at establishing helipad at mouth of Donnelly River. 30m clearance preferred, no sand or gravel.

7.5 AED's to be investigated at Tank 7 Mountain Bike Park. AED's in progress.

7.7 Traffic management course to be investigate for SES volunteers. Training not available through ESL grants, however new grant available through FPC that may be appropriate.

9.2 Letter to be sent to the Minister of Emergencies re: additional header tanks required in Nannup townsite. Meeting held with Mick Irving (Water Corporation). No additional tanks or standpipe at Thomas Road appropriate. Water tanks are not filled over summer, can increase supply if requested in a bushfire emergency. Water Corporation to investigate other options.

7. REPORTS

7.1 Ian Gibb and Geoff Allam – SES- Mule has been delayed, no training completed until this arrives. Multi-agency training will be conducted once this arrives. Several displays and promotions have been undertaken recently, resulting in four new members signing up.

7.2 FPC. (Through the Chair) New grant open today to assist bushfire mitigation. Information to be sent with the LEMC minutes.

7.3 Peter Thomas – Department of Fire and Emergency Services. New Area Officer Pat Dowling living and working in the area. Training now underway. International Firefighters Day held 4th May, commemorating volunteer members who have lost their lives whilst serving the community. Bushfire Ready Training completed.

Roma Boucher queried if Volunteer brigades will come under control of DFES. Peter Thomas commented that it is up to individual brigades.

7.4 Ian Guthridge – Department of Primary Industries and Regional Development – to be sent with minutes. Animals in emergencies training offered to LG's.

7.5 Duncan Palmer – Department of Biodiversity, Conservation and Attractions Autumn bushfire prescribed burning coming to an end.

7.6 Warren Smith – St John Ambulance. The new Ambulance will be on display at the Emergency Management Expo on the 20th May. Promotion to gain new volunteers underway

7.7 Paige Weaver – Nannup Health Service. Accreditation completed last week with great results for Nannup Health Service. 14 presentations to Nannup Hospital during last cycle event with 100 competitors. Request for the SEVEN Event Risk Management Plan to be sent to DFES and Nannup Hospital. Noted that SEVEN event is this coming weekend with 1,380 competitors. List of events to be forwarded to agencies.

7.8 Grant Berry – OIC Nannup Police. Needs a list of forthcoming events for resourcing. Magic mushroom season underway. Managed on 'as required basis'

7.9 Roma Boucher – Department of Communities – Attached Report completed by Renee Flaxman. Training undertaken. Local Emergency Welfare Plan now in review period. To be sent out with minutes for comments by Agencies.

7.10 Erin Hutchins – Department of Fire and Emergency Services – Attached

7.11 Louise Stokes – Recovery Coordinator – Deputy Recovery Coordinator being appointed and trained. Bushfire Ready Training completed and will be launched at Emergency Services Expo on 20th May.

8. GENERAL BUSINESS

CESM position in process of being filled. Shire of Nannup Plan B Contacts passed around for Agencies to check details and to update new staff contacts.

9. NEXT MEETING

Wednesday 1 August commencing at 3:00pm.
To be held at the Shire Council Chambers, 15 Adam Street Nannup.

9. CLOSURE OF MEETING

Meeting closed at 3.45 pm.

ITEM	ACTION
7.7	Risk Management Plan to be sent to DFES and Nannup Health Service
7.7	List of events to be circulated to LEMC members
7.9	Department of Communities Welfare Plan to be sent to LEMC members for feedback