

# **SHIRE OF NANNUP**

## **Local Emergency Management Advisory Committee**

**Tuesday January 24 2011**

**2.15pm SES Building Sexton Way Nannup**

# **MINUTES**

## **1 .OPENING**

Cr C Pinkerton chaired the meeting and declared the meeting open at 2.15pm

## **2. ATTENDANCE & APOLOGIES**

Cr C Pinkerton – Shire of Nannup

Ms T Levick-Godwin - Chief Bushfire Control Officer/CESM

Ms K Taylor– Nannup Police

Mrs N Broughton - Nannup Country Womens Association

Mr V Cheema – EMWA CEMO

Ms A Huxtable - Department for Child Protection (DCP)

Mr I Rinaudo – Nannup Police

Mr T Box – State Emergency Services

Mrs B Dunnet – Nannup Shire President

Mr G Benson – Nannup Shire Manager Development Services

Guests; Ms D Hawk and Mrs T Wintergreen

Apologies were received from:

Ms G Millward – Recovery Coordinator

Ms P Adams - Department for Child Protection (DCP)

Ms C Brown – Nannup Community Resource Centre

Mr N Hamilton – Deputy Chief Bushfire Control Officer

## **3. CONFIRMATION OF MINUTES OF PREVIOUS MEETING**

### **A HUXTABLE/K TAYLOR**

That the meeting minutes of Local Emergency Management Advisory Committee meeting held November 9 2010 be confirmed as true and correct.

**CARRIED**

## **4. BUSINESS ARISING FROM THE MINUTES**

### **4.1 State Emergency Services Building/Emergency Co ordination Centre (SES Building)**

As discussed at the meeting, the building will be used in any incident and the building is capable of used by multiple agencies. Additional equipment such a colour printer and a computer will be added in the near future and plans to alter the building to make the current vehicle bay into a training room will be submitted as part of the ESL grant application.

### **4.2 Evacuation Sub Committee Meeting 5.2 refers**

This meeting has been tentatively scheduled for February 7 2011 at 10am. The subcommittee comprises of Mr V Cheema, Mrs C Pinkerton, Mrs G Millward, Ms T Levick-Godwin and a representative from the Nannup Police

## **GENERAL BUSINESS**

### **5.1 Animal Evacuations during Emergencies**

This will be discussed at the Community Consultation Workshop which will be held on Monday March 28 2011 in the Shirley Humble Room. Suggestions made at the LEMC meeting include;

- Flat pack cages that individuals could make with Shire assistance/instruction
- A temporary pavilion to contain animals away from the main entrance
- Using the tennis courts on Warren Road as an emergency measure; ie; tying dogs up the poles inside the courts with a five metre separation and someone on site to supervise the dogs.

The Busselton Animal Evacuation Plan will be discussed during the Community Consultation Workshop on March 28 2011; this document may be able to be altered to suit Nannup.

Ms A Huxtable of DCP stated that taking pets away from evacuees would not help the stress levels of the attendees of the Evacuation Centre, she also stated that DCP strived to make sure that an Evacuation Centre was a calm place. Please note; DCP's Evacuation Centre rules are attached.

### **5.2 Flood Recovery Exercise**

The floods in Queensland coincided with the exercise and it highlighted the need for comprehensive flood plans to be included with the Emergency Management

Arrangements. The Post Exercise Report from Mr V Cheema is attached to the minutes.

### **5.3 Risk Evaluations**

This process will follow on from the last Community Consultation Workshop at the Workshop on March 28 2011

### **6. NEXT MEETING**

The next meeting date will be on Monday April 18 2011.

### **7. CLOSURE OF MEETING**

There being no further business the meeting was closed at 3.28pm and the Recovery Exercise started at 3.45pm.



# WELCOME TO OUR WELFARE CENTRE

For the orderly management of the Welfare Centre and comfort of everyone could you please follow the instructions below:

- Ensure your vehicle is parked in the designated parking area and entrances to this facility are clear for emergency vehicle access.
- Complete a green Registration Form on arrival and inform of your departure when you leave the Welfare Centre.
- No smoking is permitted - this is a non smoking facility.
- Alcohol and illicit drugs are not permitted.
- Pets can't be accommodated in the facility – please make alternative arrangements.
- Please treat everyone with respect. Anti-social behaviour is not tolerated.
- Please keep the kitchen area and equipment clean and pick up your rubbish and place in the bins provided so the Welfare Centre remains clean.
- You are responsible for your children's behaviour and whereabouts. If you need some assistance please ask the welfare centre staff.
- Please follow the instructions or directions of the welfare centre staff – most are volunteers.
- If you have a problem please advise a welfare centre staff member.

Your cooperation during your stay at the Welfare Centre is greatly appreciated.

Thank you  
Welfare Centre Management



Government of Western Australia  
Department for Child Protection

## *For your information:*

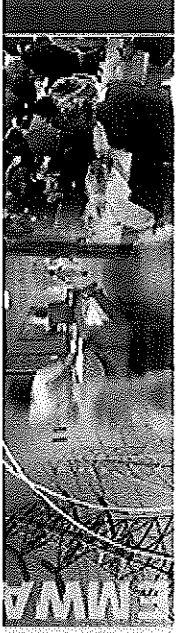
This Welfare Centre is a temporary refuge for people affected by the disaster or emergency.

It is a short term service, provided until alternate arrangements are made.

We provide immediate basic needs such as food, clothing, shelter, information and personal support.

We also provide a registration service which records your movements so concerned family and friends can find out where you are.

Welfare Centre Management



# EMERGENCY MANAGEMENT WESTERN AUSTRALIA

## Local Emergency Management Committee Post Exercise Report

Local Government: Nannup (Shire of)

Date of the Exercise: Monday, 24 January 2011

Author: Vik Cheema

Type of Exercise  
 Discussion (Seminars, Workshops, Desktop)  
 Functional (Drill or Games Style)  
 Field Exercise (Field Exercise or Full Deployment)

Participating Agencies  
Shire of Nannup  
WAPOL  
EMWA FESA  
SES  
DEC  
CWA  
DCP  
Community members

### Aim of the Exercise:

To build collaborative recovery education/awareness for the LEMC members.

**Objectives of the Exercise:**

1. Further seek opportunities to develop shire's recovery arrangements.
2. Provide foundation to formalise the Shire's recovery arrangements within current and future business plan.

**Key lessons learnt:**

| SN | Observation   | Recommendation  | Responsible                      | Timeline |
|----|---|---|----------------------------------|----------|
| 1  | agencies/departments that may be required to be on the Nannup Flood Recovery Committee. |   |                                  |          |
| 2  | Blackwood River 125/100/25 ARI Flood event.   | participation in, community awareness campaigns/programs for 'at risk' communities.   | community assisted by FESA       |          |
| 3  | prone areas.  | enforcement of the Building Codes of Australia and informed land use planning for vulnerable areas.<br>Building design to elevate floor or pad level. | supported by Department of Water |          |
| 4  |   | community and minimising the vulnerability of community of effects of flood.  |                                  |          |
| 5  |   | community in the form of flood information bulletins, flood watch and warning messages.   | Meteorology                      |          |
| 6  |   | available to the key  |                                  |          |

|   |   |   |  |
|---|---|---|--|
|   |   | stakeholders who may be required to prepare, mitigate, respond and recover from serious flood event.                  |  |
| 7 | elderly, disable, schools, hospitals, CALD community etc. | plan and prepare evacuation aid memoir for key stakeholders and community.  |  |
| 8 |   | stakeholders such as DET, Health, Ambulance, life line agencies, Dept of Water etc participate in the LEMC exercises. |  |

**Further Comments:**

The exercise achieved its aim to build collaborative recovery education/awareness for the LEMC members and tested the exercise objectives. This is supported by observations made by participating members and exercise facilitators.