



**LOCAL EMERGENCY MANAGEMENT COMMITTEE**

**MINUTES**

**17 October 2017**

These minutes were confirmed by Council as a true and correct record of proceedings by the Ordinary Council Meeting held on 27/2/18

Presiding Member:  Date: 27/2/18

**Shire of Brookton**  
**Local Emergency Management Committee Meeting held 17 October 2017**  
**with a scheduled commencement at 5.30 pm**

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**1.10.17 DECLARATION OF OPENING / ATTENDANCE**

The Presiding Member opened the meeting at 5.35pm and welcomed all for their attendance.

***(Voting members)***

Katrina Crute	Presiding Member / Shire President
Sargent Shane Hickman	Brookton WAPOL / Local Emergency Coordinator
Ian D'Arcy	Chief Executive Officer / Recovery Coordinator
Murray Hall	Chief Bush Fire Control Officer
Jo Spadaccini	Department of Child Protection & Family Services
Darren Simpson	Brookton District High School
Phil Crute	St Johns
Theresa Fancote	Shire Councillor
Scott Atkins	Brookton Volunteer Fire and Rescue
Paul Blechynden	Department of Fire & Emergency Services
Les Carnaby	Baptist Care (Proxy)

***(Non-Voting)***

Rodney Thornton	Roadwise
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**Shire Representatives**

Sharyn Olsen	Infrastructure Officer (Minute Taker)
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**Apologies**

Nina Carnaby	Baptist Care
Adam Smith	Office of Emergency Management

**2.10.17 CONFIRMATION OF PREVIOUS MINUTES*****LEMC 10.17-1******COMMITTEE RESOLUTION***

***MOVED Jo Spadaccini                      SECONDED Murray Hall***

**That the minutes of the Local Emergency Management Committee meeting held in the Shire of Brookton Council Chambers, on 27 June 2017, be confirmed as a true and correct record of the proceedings.**

**CARRIED BY SIMPLE MAJORITY VOTE**

### **3.10.17 BUSINESS ARISING FROM PREVIOUS MINUTES**

**3.06.17** Invitation emails sent to Balco and SP Hay to attend future LEMC meetings received no response from SP Hay. Mark Murphy from Balco advised not interested.

**7.06.17.1** Draft email regarding potential volunteering of community member owned plant and equipment in case of Emergency. Advert was published in the Telegraph.

Action: Cr Krute and Sharyn to investigate more affective community notification forums and publish there. Suggestions include: SM, Facebook, What's App, Messenger etc. When publishing remove request to volunteer and approach as register for potentially available equipment.

#### **Attachment 7.06.17.1**

**Subject: Emergency Management – Volunteering of Equipment.**

We are currently reviewing the Emergency Management planning for the Shire of Brookton and would like to include an up to date list of voluntary equipment that could potentially be made available in an Emergency situation, e.g. Bushfire, Earthquake etc.

This request is for owners of equipment such as Water Carts, Front End Loaders, Graders, Bulldozers, Buses and the like to provide their contact details and the type of equipment that may potentially be volunteered for use in an Emergency situation.

Providing your details, and subsequently your equipment, is completely voluntary and having it listed in no way obligates you to supply should the need arise.

Please contact Sharyn Olsen at the Shire of Brookton to provide your details or if you have any queries, either on 9642 1106 or email to [io@brookton.wa.gov.au](mailto:io@brookton.wa.gov.au).

Thank you.

**7.06.17.2** Investigation of potential Memorandum of Understanding arrangements with neighbouring Shires produced no response from Beverley, Corrigin or Wandering. Pingelly advise communication levels are fine as is. Quairading interested. Further attempts will be made when greater detail has been established.

Action: Sharyn to speak to Adam Smith regarding potential contacts.

### **4.10.17 ANNOUNCEMENTS BY THE PRESIDING MEMBER WITHOUT DISCUSSION**

Nil

### **5.10.17 CORRESPONDENCE**

Nil

## 6.10.17 GENERAL BUSINESS

- Rodney Thornton to give Road Wise presentation

### Actions:

Sharyn to investigate Courtesy Speed Display Signs.

Sharyn to create signage for Bar area at WB Eva Pavillion.

- Local Emergency Management Plan section review.

### Actions:

All to provide feedback to Sharyn Olsen, requested by end of November 2017.

Sharyn to approach community groups including Seabrook Aboriginal Corporation, Milly Molly Mandy's and Brookton CRC for feedback and input on LEMC Plan

- Suggested Candidates for Local Government role allocations.
  - Local Recovery Co-ordinator
  - Executive Officer to LEMC
  - Local Government Liaison Officer
  - Local Government Welfare Liaison Officer

Cr Fancote suggested possibility to engage consultants for these roles and put forward the details of WALGA Emergency Management Trainers Lewis Winters and Sharna Sumpton. Contactable through WALGA.

- Exercise Selection
  - Adam Smith has volunteered to run through a Recovery focused desktop exercise directly following the next LEMC meeting scheduled for 12<sup>th</sup> of December 2017. December 12<sup>th</sup> declared unsuitable, recommendation for next meeting to be moved to January 2018.

Additional desktop exercise suggestions from previous LEMC included:

- Parallel exercise with St John's Ambulance who are currently reviewing formal training modules.
- Exercise involving Brookton District High School
- Exercise involving decanting patients to/from Kalkarni Residency

## 7.10.17 NEW BUSINESS

Nil

**8.10.17 NEXT MEETING & CLOSURE**

The next Local Emergency Management Committee meeting is scheduled for Tuesday 23<sup>rd</sup> January 2018.

There being no further business the meeting was closed at 6.55 pm.