

SHIRE OF HARVEY

HARVEY LOCAL EMERGENCY MANAGEMENT COMMITTEE MEETING

MINUTES OF THE MEETING OF THE HARVEY LOCAL EMERGENCY MANAGEMENT COMMITTEE HELD ON MONDAY, 11TH DECEMBER 2017, IN THE COUNCIL CHAMBER, YOUNG STREET, HARVEY COMMENCING AT 5:00P.M.

ATTENDANCE

Chairperson	Cr.	T.	Jackson
Chief Executive Officer	Mr.	M.	Parker
Acting Executive Manager Corporate Services	Mr.	R.	Scantlebury
Community Emergency Services Manager	Mr.	S.	Champ
Harvey Police	Sgt.	D.	Herrington
Australind Police	S/Sgt.	M.	Smith
State Emergency Service – Harvey	Mr.	V.	Byrd
Department of Parks & Wildlife	Mr.	D.	Harvey
Department for Child Protection & Family Support	Ms.	R.	Boucher
Department Fire & Emergency Services	Mr.	B.	Finlay
Fire & Rescue Service – Brunswick	Mr.	F.	Burgoyne
State Emergency Management Committee	Mr.	V.	Cheema
Southern SEA Water Alliance	Mr.	R.	Ball
St John Ambulance – Harvey	Mr.	C.	Sabourne
Harvey Health Services	Mrs	L.	Hayward

OBSERVERS

Shire of Harvey	Mr.	S.	Dandridge
Shire of Harvey	Mrs	M.	Howard
Shire of Harvey Bushfire Risk Management Coordinator	Mrs	K.	Madden
DFES Bushfire Risk Management Officer	Mr.	R.	Quinn
OEM	Ms.	L.	Allison
OEM	Mr.	A.	Brannigan

1. **OFFICIAL OPENING**

Clause 3 of Schedule 2.3 of the Local Government Act 1995, provides that the CEO is to preside at the meeting until the office of Presiding Member is filled.

The Shire President opened the meeting at 5.00p.m.

2. **ELECTION OF PRESIDING MEMBER AND DEPUTY PRESIDING MEMBER**

As this is the first meeting of the Harvey Local Emergency Management Committee following the 2017 Local Government Election, it is necessary to elect a Presiding Member and Deputy Presiding Member in accordance with section 5.12 of the Local Government Act 1995.

The Chief Executive Officer called for nominations for the position of Presiding Member. Mr. Parker nominated Cr. Jackson.

SIGNED _____ DATED 12th March 2018

As there were no further nominations, the Chief Executive Officer declared Cr. Jackson as Presiding Member for a two (2) year term expiring at the Local Government Election in October 2019.

Cr. Jackson assumed the Chair as Presiding Member.

Cr. Jackson called for nominations for the position of Deputy Presiding Member. Cr. Jackson nominated Cr. Beech.

As there were no further nominations, Cr. Jackson declared Cr. Beech as Deputy Presiding Member for a two (2) year term expiring at the Local Government Election in October 2019.

3. **RECORD OF ATTENDANCE/APOLOGIES**

Apologies:	Yarloop Police	A/Sgt. T. Cools
	Chief Bush Fire Control Officer	Mr. P. Penny
	Fire & Rescue Service – Harvey	Mr. J. Britza
	State Emergency Services Australind	Ms. J. Williams
	St John Ambulance Australind	Mr. J. Ingrey
	Fire & Rescue Service Eaton/Australind	Mr. M. Stoltenbarg

4. **DECLARATIONS OF MEMBERS' AND OFFICER'S PERSONAL INTEREST**

Nil.

5. **RESPONSE TO PREVIOUS QUESTIONS TAKEN ON NOTICE**

Nil

6. **PUBLIC QUESTION TIME**

Nil.

7. **PETITIONS/DEPUTATIONS/PRESENTATIONS/SUBMISSIONS**

7.1 **Presentation from the Department of Biodiversity Conservation and Attractions.**

Note: report not provided to this meeting.

7.2 **Kim Madden to discuss the Shire of Harvey's Bushfire Risk Management project.**

Ms. Kim Madden reported on the commencement of this project which aims to prepare a plan on a risk assessment basis of the properties within the Shire of Harvey. The written plan work has started, then risk assessment will take place. Once the plan is in place, funding should be available for bushfire mitigation works, based upon the risk assessment priority.

8. **CONFIRMATION OF PREVIOUS MINUTES**

The Minutes of the Harvey Local Emergency Management Committee Meeting held on Monday, 11th September 2017, are attached hereto.

ATTACHMENT

Recommendation:

That the Minutes of the meeting held on Monday, 11th September 2017, as attached, be confirmed as a true and correct record.

HLEM-17/004. **Burgoyne/Byrd**

“That the Minutes of the meeting held Monday, 11th September 2017, be confirmed subject to the following correction:

- **Item 8.4 should read “105 gigalitres is forecast”.**”

CARRIED 15-0

9. **REPORTS OF OFFICERS**

9.1 Contact Details – Contact List Attached for Review.

The committee reviewed the contact list with some updates provided for inclusion (refer **Attachment 1**).

9.2 Community Emergency Services Manager to discuss tonight’s desktop exercise of Pandemic or Animal disease being favoured subjects.

Mr. Shaun Champ, CESM with assistance from Ms. Melissa Howard, presented a desktop exercise involving the Committee with discussion being “Biosecurity – Food and Mouth Disease”

At the completion of the exercise, the following actions/outcomes noted:

- Look at mapping and identifying animal burial sites pre-biosecurity event/incident – Action Scott Dandridge to follow up with DAFWA;
- Confirm with DAFWA if any biosecurity burial sites have been identified in the southwest – Action Scott Dandridge;
- Look at the possibility of including local Emergency Management arrangements to include biosecurity – Action Shaun Champ and Melissa Howard; and
- DAFWA attendance required at such exercises in the future.

9.3. District Emergency Management Advisor Report.

Mr. Vik Chemma tabled a report for circulation with the minutes (refer **Attachment 1**).

9.4 Department of Communities

Ms. Roma Boucher tabled a report for circulation with the minutes (refer ***Attachment 1*** and ***Attachment 2***). .

10. **NEXT MEETING**

The next meeting of the Harvey Local Emergency Management Committee will be held on Monday, 12th March 2018, in the Council Chamber, Harvey commencing at 5.00p.m.

11. **MATTERS BEHIND CLOSED DOORS**

Nil.

12. **CLOSURE OF MEETING**

There being no further business to discuss, the meeting was declared closed at 6.15p.m.