

MINUTES OF THE CITY OF GERALDTON-GREENOUGH-ABROLHOS
ISLANDS LOCAL EMERGENCY MANAGEMENT COMMITTEE MEETING
HELD AT COUNCIL CHAMBERS , CATHEDRAL AVENUE ON THURSDAY
13th NOVEMBER 2014 AT 11:00AM

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M. J. ... 1
Convenor 20-11-2014

DECLARATION OF OPENING

In the absence of Ian Carpenter who conveys his apology and greetings to all present via e-mail, the chair, Cr. Bob Hall acknowledges country and welcomes all in attendance, declaring the meeting open at 11:00.

ATTENDANCE / RECORD OF APOLOGIES

Present:

Ange Monaghan (Health)
Anne Fraser (Red Cross)
Barry Lapham (Sea Rescue)
Blair Walkington (Westfarmers Emergency Response Team –Surf)
Carter Bandy (DFES)
Cr Bob Hall (CGG) (Chair)
Cheryl Moore (Red Cross)
Craig Wing (CGG)
Darren Cole (CGG)
Cr Jerry Clune (CGG)
Garth Grimsley (DPAW)
Jayden Morawski (WAPOL)
Keith Shaw (Child Protection and Family Services)
Konrad Seidl (CGG)
Leonie Richards (CGG)
Mark Chadwick (CGG Environmental Health)
Marlene Stevens (Aust. Federal Police)
Martin North (Mid-West Port Authority)
Neil Ferridge (CGG)
Roly Layton (Defence)
Scott Beevers (MW Port Authority)
Tony Keeping (DFES)
Tammy Treasure (Health)

Officers:

Johannes Muller, City of Greater Geraldton (Administrator)

Apologies:

Ian Carpenter (Mayor)
Andy Darbyshire
Bob Urquhart
David Rose
Graeme Horwood
Jeff Milkins

Jonelle Tyson
 Lynne Hunt
 Margaret Denton
 Martin Haime
 Murray Smith
 Patrick Ramsdale
 Reg Hall
 Mark Salt (Main Roads)
 Mike Bowley (Agri)
 Simon Beard (Main roads)

CONFIRMATION OF THE MINUTES OF THE PREVIOUS COMMITTEE MEETING HELD ON THE 13th August 2014

Confirmed: Tony Keeping **Seconded:** Unanimous

EMERGENCY CONTACTS DIRECTORY

Bob Hall encourages all to report any changes to the emergency contacts directory directly to johannesm@cgg.wa.gov.au and thanks those who have responded to the latest circulation of same.

AGENCY PROFILE (HEALTH)

Tammy Treasure (Emergency Management Project Officer) (WACHS) presents a profile of the health sector to the committee.

- WACHS – Midwest is comprised of 16 sites which includes 1 Regional Hospital, 9 smaller hospitals/health centres and six nursing posts.
- The Department of Health subscribes to the use of Westplan as elaborated on by Tammy as inserted below.

Code Brown – External Emergency	
Department of Health	
WESTPLAN Health	<ul style="list-style-type: none"> • The State Health planning framework that guides the prevention, preparation, response to and recovery from any extraordinary incident that may be classified as a major incident, disaster or emergency • Sub-plans include: <ul style="list-style-type: none"> • WA Mass Casualty Aeromedical Transport Plan • WA Trauma Centre for Sub-plan including WA State Disaster sub-plan. • WA Disaster Hospital Response Team Sub-plan • WA Mental Health Disaster Response Sub-plan
WESTPLAN Structure	<ul style="list-style-type: none"> • the State's strategic arrangements for the control of the emergency response in the management of a hazardous emergency: <ul style="list-style-type: none"> • A response to a period of abnormality and uncertainty but without, which could impact on business health, infrastructure and services. • Health is the HMA
WESTPLAN Trigger Events	<ul style="list-style-type: none"> • all occurrences of human epidemics in the state that require activation of emergency arrangements <ul style="list-style-type: none"> • a human epidemic is the occurrence of three cases of an infectious or transmissible disease that would be expected in the population or a sub-group of the population during a given time period. • Pandemic Influenza (PANI/PPH) • Health is the HMA

Working together for a healthier country WA

[Handwritten signatures and dates]

Code Brown – External Emergency	
Geraldton Hospital – WESTPLAN Health	
Is the primary receiving hospital for:	<ul style="list-style-type: none"> • The City of Greater Geraldton • The Port of Geraldton • The Geraldton Airport • The Abrolhos Islands
Is responsible for providing medical care for the treatment of casualties at the site of the disaster	<ul style="list-style-type: none"> • The Hospital Response Team is comprised of <ul style="list-style-type: none"> o Medical o Nursing o Patient Support Staff o The composition is determined by the likely number of casualties and staff available. • At the site of the emergency it is the responsibility of the team under the direction of the designated Health Commander to <ul style="list-style-type: none"> o Triage patients o Provide basic and advanced emergency treatment o To liaise with Hospital Emergency Operations Centre, and supervise the transport of casualties to the Hospital • Once the site is cleared the team members return to the Hospital to provide assistance in the treatment of casualties.
Acts as the Regional Health Emergency Operations Centre (HEDC) for	<ul style="list-style-type: none"> • The area of Northampton, Katanning, Mullewa, Yalgoo, Serdons, Mt Magnet, Don, Merredin, Morawa, Perseus, North Maitland, Dongara, Eneabba, Kingoonya, Carnarvon, Emswath, Coal Bay and Burdunank
Working together for a healthier country WA	

- Tammy sites the recent incident of “boat people” arriving in Geraldton to which the department responded in an assesement capacity.
- Health is also in close association with the meteorological office to facilitate preperation during heatwaves and educating the general public.
- Epidemic and pandemic protocols are in place however the worst case scenario in the past fifty years has been swine flu.

There being no questions from those present Bob Hall thanks Tammy for a very interesting overview.

AERODROME EMERGENCY PLAN

Leonie advises the committee of a recent incident inserted below: -

Details of the hazard (attach additional pages if insufficient room)

0750hrs phone call from John Gooch – Director – Shine Aviation requesting activation of Aerodrome Emergency Plan due to notification from pilot of VH-SZD Cessna 404 of a landing gear indicator fault light

Additional Information

0750hrs

John Gooch telephoned office advising Shine Aviation had activated their AEP and requested Geraldton Airport activate their AEP

Information obtained

VII-SZD Cessna 404 ex Golden Grovo

Pilot advised landing gear indicator fault light

Pilot advised expected in circuit approximately 0810 – 0820hrs

2 Crew

4 Passengers

No dangerous goods onboard

0750hrs

John Fletcher standing by at Airport Emergency Gate

0751hrs

Leonie Richards telephoned 000 – Job # 471308

0805hrs

1st ambulance arrived at emergency report gate – telephoned Leonie Richards requesting information

0808hrs

WA Police arrived at emergency reporting gate

0811hrs

2nd ambulance, emergency fire services and additional police arrive at emergency reporting gate

0811hrs

Pilot advised in circuit and planning to land runway 03/21

0811hrs

Leonie Richards advised North West Aviation Services, Amy Gryta, of emergency and to expect delay to departure of QF2433

0815hrs

Sgt Nathan Nicholson from WAPOL telephoned Leonie Richards requesting information

0816hrs

John Fletcher advised all emergency services held at emergency gate

0822hrs

Leonie Richards telephoned Director Corporate and Commercial Services advising emergency

0826hrs

John Fletcher advised all emergency services held short at taxiway Bravo

0829hrs

VH-SZD – landed safely on runway 03/21

0829hrs

Leonie Richards telephoned Director Corporate and Commercial Services of safe landing

0830hrs

John Fletcher escorted emergency vehicles back to emergency reporting gate area

0832hrs

Lane Place conducted inspection of runway 03/21

0838hrs

Lane Place reported runway 03/21 all clear – zero FOD

0838hrs

North West Aviation Services ground handling crew and Qantaslink Pilot advised runway 03/21 all clear

0855hrs

Debrief conducted in office – John Fletcher, Lane Place and Leonie Richards
Agreed aerodrome emergency conducted as per AEP – worked extremely well
Email forwarded to John Gooch – Shine Aviation requesting copy of incident report documentation once finalised

Leonie thanks all the agencies involved in the incident for an excellent response.

Bob Hall compliments the agencies involved and stresses the importance of conducting exercises.

POST INCIDENT REPORTS

Tony Keeping excuses himself from the meeting at 11:15 as he is required to attend an incident.

Leonie refers the committee to the Aerodrome Emergency above.

POST EXERCISE REPORTS

No Items at this meeting.

ERM PROGRESS

Konrad advises the WALGA Emergency Risk tool is nearing completion and once developed the City can assess if that tool is better than the tool offered by the State.

Bob Hall asks Konrad if these tools work hand in glove with each other.

Konrad advises that they do not and it is therefore up to us to decide which tool will suit us best.

TREATMENT STRATEGIES PROGRESS

Craig Wing advises that the City has completed the first round of property inspections to ensure fire mitigation compliance under the Bush Fires Act 1954. The second round of reinspections has commenced and the pleasing aspect is how much more compliance there is. Fire truck weight issues have been resolved. There were several incidents where stolen cars were set alight and ten suspected arson fires were successfully dealt with.

Bob Hall asks if there are any fire contingency issues at the Satellite Communications Station.

Roly Layton advises that the base is set to respond to any grass or building fires. Adequate training has been provided on the new fire system and relationships with local brigades continue to be fostered.

LOCAL EMERGENCY MANAGEMENT ARRANGEMENTS

Konrad advises a review of the Welfare Register. Some structures have changed. Konrad mentions that he will work with Keith Shaw on this. There is also the matter of a Recovery Plan overview with the option of upgrading – funding has been applied for and awaiting a response.

EXERCISE SCHEDULE

Konrad Seidl refers the committee to discussion at our last meeting.

Bob Hall mentions that more agencies should be involved in this important issue.

FUNDING NOMONATIONS

Konrad advises that a joint application for AWARE funding has been submitted to augment our current recovery plan to cover three local governments. The District Emergency Management Committee applied for flood project funding to trigger communication, education and resilience. AWARE has given funding for the Mid-West conference and animal recovery projects.

Bob Hall asks if we automatically tap into FESA for financial assistance to which Konrad responds that this will be driven and determined by the HMA.

GENERAL BUSINESS

Ange Monaghan advises that health is happy with current Ebola planning initiatives however the possibility of the plan having to be implemented is slim.

Keith Shaw notes that the suitability and availability of suitable accommodation on the Local Welfare plan may require updating.

Leonie Richards advises that with heightened security levels at airports new signage has been installed at the airport terminal. Vehicles left unattended outside a parking station are subject to being fined and this is communicated to patrons on the public address system as well as by authorised officers face to face.

Mark Chadwick mentions that he is looking into CGG business continuity planning and that a Regional Environmental Health conference will soon be realised in Perth.

Garth Grimsley advises that DPAW is currently involved in fire mitigation works which are well under way.

Keith Shaw advises that Centrelink is well placed and equipped to provide financial and social services support in the event of an emergency.

Roly Layton informs the committee that in the event of a disaster the Satellite Communications base could provide facilities such as storage sheds, kitchens or power generation if required. There is also a heli-pad and stored water on site.

Bob Hall thanks Roly for his candour given the base' security levels.

Barry Lapham reports that Sea Rescue is on the verge of relocating to improved premise and although this is depended on funding it looks

more than likely. Barry also announces that he would be standing down as Sea Rescue Commander.

Bob Hall thanks Barry for his sterling work and commitment and mentions that knowing Barry he will never be far from some sort of involvement.

Blair Walkington current Jet-Ski training will ensure a doubling of available numbers which will also service Dongara. Bob Hall enquires how many jet-skis will be operational. Barry mentions that currently there is one in service with more forthcoming. There is a strong reliance on Perth to provide accreditation which impacts on this sort of training.

Martin North advises that there will be a State Port exercise in Fremantle which he is looking forward to.

Jayd Morawski advises that with the summer months approaching there is normally a spike in criminal activity. The community needs to take more responsibility by reporting suspicious behaviour and also taking more care in securing premises even when they are at home.

Several major road accidents have occurred since our last meeting. Police resources have been severely tested however they are doing the best they can.

NEXT MEETING – DATE, TIME & VENUE

The next meeting of the City of Greater Geraldton, Abrolhos Islands Local Emergency Management Committee will commence in February 2015 with the date and time to be advised when new calendar is set.

MEETING CLOSURE

There being no further business for discussion, Chairman Cr Bob Hall declares the meeting closed at 11:54 and invites all present to partake in some light end of year refreshments.

