





## BATAVIA LOCAL EMERGENCY MANAGEMENT COMMITTEE

## **Meeting Minutes**

Meeting Name.	Batavia Local Emergency Management Committee	Meeting No.	1(2015)			
Meeting Date	20 August 2015					
Meeting Time	13:05 to 13:55 hours					
Meeting Location	City of Greater Geraldton Chambers, (	63 Cathedral Ave	enue			
Attendees:	Anne Fraser (Red Cross) Cr, John Collingwood (Chapman	By Invitation				
	Valley) Cr. Peter Humphrey (Chapman Valley) Craig Wing (CGG) Darren Cole (CGG) Garth Grimsley (DPAW) Diane Blair (Durack) Grant Middleton (Northampton) Ian Carpenter (CGG Mayor) Janell Kopplhuber (CGG) Keith Shaw (CPFS) Leonie Richards (Gtn Airport) Maurice Battilana (Chapman Valley) Konrad Seidl (CGG) Cr. Bob Hall (CGG) Murray Smith (Durack) Nic Chadbourne (St John Amb.) Johannes Muller (Minute Taker)) Jonelle Tyson (DEMC) Brendan Wilson (CGG Mullewa) Ron Pace (Police Mullewa) Allison Henss (DFES)	Apologies	Garry Keeffe (CEO Northampton) Helen Webb (Health) Jack Lee (Police) Cr. Jerry Clune (CGG) Marlene Stephens (AFP) Paul Wallace (Virgin Aust.) Stuart Gerryn (Police) Anthony Naylor (Health) Patrick Ramsdale (BOM) Paul Findlater (Agriculture) Bob Urquhart (Gtn Airport) Cr. Pauline Forrester (Chapman Valley) Lynne Hunt (St Johns) Cr. Gordon Wilson (Northampton) Gen Bangay (Northampton) Cheryl Moore (Red Cross) Dave Atkins (DEC) Debra McMillan (DPAW)  All councillors – through Amy Zinetti			

## **Agenda**

Item No.	Item	Who
1.	Chair, Ian Carpenter welcomes all in attendance to the inaugural Batavia Local Emergency Management Committee meeting	IC
2.	Apologies  • As per listed apologies above	
3.	Minutes of previous Meeting  Confirmation of the minutes of the previous City of Greater Geraldton	ALL
	<ul> <li>LEMC committee meeting held on the 21<sup>st</sup> May 2015.</li> <li>It is unanimously agreed that this being the first meeting of the Batavia Local Emergency Management Committee that all previous minutes pertaining to the City of Greater Geraldton-Abrolhos Islands Local Emergency Management Committee, Shire of Chapman Valley LEMC</li> </ul>	

	and Shire of Northampton LEMC, be annulled and all <u>outstanding</u> items from these minutes be tabled at the next meeting for discussion and action.	
	Moved: Jonelle Tyson Seconded: Unanimous	
4	Agency Presentation	
	No agency presentation arranged for this meeting	
5	Emergency Contacts Directory	
	Ian Carpenter reminds all to submit all new or revised contact details to the LEMC administrator for updating	
6	Abrolhos Island Management	
	As per Western Australian Government Gazette of Tuesday, 21 July 2015     Number 110 pages 2936 – 2937 under the heading Local Government     (Greater Geraldton and Northampton – Changes of Boundaries) Order –     2015 it is pointed out that the Houtman Abrolhos Islands boundaries of     the district of Northampton are changed by excluding from the district the     Houtman Abrolhos Islands land and the boundaries of the district of     Greater Geraldton are changed by including in the district the Houtman     Abrolhos Islands land.  Abrolhos Islands land.	
	It is agreed by the committee that there is much work to be done regarding planning and recovery plans for the Islands.	
7	Aerodrome Emergency Plan	LG
	<ul> <li>The committee is updated on the successful Geraldton Airport table top exercise "RAAF" held on the 11<sup>th</sup> June 2015. The exercise was well supported by twenty seven attendees and all desired outcomes were achieved.</li> </ul>	
	The question is raised whether Kalbarri Airport and Mullewa Airport are expected to conduct exercises in accordance with CASA requirements and if they have emergency management plans in place. It is agreed that the relevant Local Government will look into this.	
8	Post Incident Report	
	The committee is advised about the Northampton Chemical fire (Woody's Fire) on the 19 <sup>th</sup> April 2015 which includes the complexities surrounding an incident of this nature. Local contamination facilities are sorely needed and could possibly be addressed as Oakajee has been zoned for this. Konrad advises that Garry Keeffe (CEO Northampton) is available to speak to all interested parties about the complexities in dealing with the occurrence and aftermath of the Northampton Fire.	
	<ul> <li>The committee is advised of a recent Motor Vehicle Accident in which there were three fatalities. Attending Bush Fire Brigade members are currently undergoing debriefing.</li> </ul>	
	<ul> <li>It is noted that with the exception of Mullewa Police there is no representation from either the Northampton or Geraldton Police at this meeting and it is stressed that at the very minimum the 2IC or a proxy should be in attendance to update the committee.</li> </ul>	
9	Post Exercise Report	
	As per item 6 first dot point.	

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10	ERM Progress	
	No new developments to report on.	
11	Treatment Strategies	
	The Chapman/Greenough river flood mitigation project (Study) is about to begin and concentrate on which infrastructure would be most affected in the event of an incident. Disaster Resilience grant to the sum of \$585,000.00 has been approved to address gaps in mapping etcetera.	
12	Local Emergency Management Arrangements	JT
	Should now reflect the Batavia LEMC comprised of the City of Greater Geraldton, Shire of Chapman Valley and the Shire of Northampton.  Jonelle will assist with the draft and have same available at the next meeting	
13	Exercise Schedule	
	The Geraldton airport has concluded all exercises for this year and normally conducts these annually around June/July.	
	The Shire of Chapman Valley are desirous to conduct a Coronation Beach exercise and are set to begin planning and set a date.	
	<ul> <li>It is pointed out that that this exercise should incorporate all three stakeholders, the City of Greater Geraldton, Shire of Chapman Valley and the Shire of Northampton to enhance collaboration between the three.</li> </ul>	
14	Funding Applications	
	The City of Greater Geraldton Animal Welfare exercise held on the 10 <sup>th</sup> July 2015 has now been acquitted.	
	<ul> <li>A practitioner has been sourced and will begin a one year contract on the 7<sup>th</sup> September 2015 to deliver recovery kits, plans and policies for the entire district. The incumbent has vast experience in this field including a stint at the United Nations.</li> </ul>	
15	Agency Update	
	Jonelle Tyson (DEMC) advises: -	
	<ul> <li>Batavia LEMC has now been endorsed as at 18 August 2015.</li> <li>SEMC Communique for August is now out <a href="http://www.semc.wa.gov.au/publicationsandresources/Documents/Communique%204%20August%202015.pdf">http://www.semc.wa.gov.au/publicationsandresources/Documents/Communique%204%20August%202015.pdf</a></li> </ul>	
	Congratulation to all Local Governments for their timely submissions for annual reporting.  Next PEMC is an Eriday 22 October 2015 - everyone is valence as it will.	
	<ul> <li>Next DEMC is on Friday 23 October 2015 – everyone is welcome as it will have Presentations from CEO Northampton on Northampton Fire, CEO Carnarvon on Tropical Cyclone Olwyn, DFES Community Engagement Officer and the Bureau of Meteorology will be giving their seasonal brief outlook.</li> </ul>	
	<ul> <li>WALGA are now offering Recovery Workshops.</li> <li>8th Australasian Natural Hazards Management Conference 2015. http://anhmc.org/</li> </ul>	
	A reminder for LEMC's to discuss their Business Plans for 2015-2016. All Business Plans should include the work that will be undertaken such as the development of Recovery Plans, establishing Recovery Coordinating Groups, identifying a Local Recovery Coordinator and training all local government staff in Recovery.	
	Emergency Risk Management will also be undertaken in 2015-2016 – refer to the State Risk Project Toolbox on offer free to all local	

16	other agencies are being encouraged to attend where possible.  Batavia LEMC has now been endorsed by SEMC. This includes Northampton, Kalbarri, Geraldton and Chapman Valley.  Establishing a Murchison LEMC is currently under discussion between Cue, Yalgoo, Sandstone and Murchison Shires.  The Recovery Project for Midwest Gascoyne has now commenced with a successful applicant commencing late August. The project is being project managed by City of Greater Geraldton and will result in Recovery Tool Kit for all Local Governments in the Midwest Gascoyne District. It is a 12 month project and will include recovery training for Local Recovery Coordinators. You will be kept informed through the Midwest Gascoyne Local Government Emergency Management Network.  The Midwest Gascoyne Local Government Emergency Management Network are looking to rotate their location to ensure participation from the whole district. If you would like to host the event please contact Konrad Seidl, the Chair  Durack Instituted of Technology currently looking at their emergency management plans and processes as well as the possibility of a live exercise.  Department of Child Protection and Family Services looking at adopting one concise welfare plan.  Bush Fire Brigades are preparing for the forthcoming bush-fire season.  Allison Henss (DFES) seconded to represent DFES at LEMC.  Other Business  It was noted that the Department of Fisheries had not had any representation on the LEMC for some considerable time. Chair lan	IC
	<ul> <li>Carpenter mentions that he will look into this matter.</li> <li>Meeting dates for the Batavia LEMC are accepted as the third Thursday of November 2015, February 2016, May 2016 and August 2016. It is agreed that the first few meetings be held at the City of Greater Geraldton Civic Centre and gradually move from location to location.</li> <li>Konrad advises that future LEMC committee meetings will involve HMA's in the main with other stakeholders making up the gallery. This format is in line with State Emergency Policy 2.5 and will certainly not exclude any questions or concerns raised from the gallery.</li> </ul>	
17	Next Meeting	
	19 <sup>th</sup> November 2015 at 09:00 at Council Chambers, 63 Cathedral Avenue, Geraldton	
18	Closure	
	There being no further business for discussion, chair lan Carpenter declares the meeting closed at 13:55.	