



## MISSION AND VALUES OF COUNCIL

*"A Sustainable Community that is inclusive, attractive, healthy and pleasant to live in, that uses our land so as to preserve our history and environment, respects the rights and equality of our citizens and manages our future growth wisely."*

# UNCONFIRMED MINUTES

OF THE

LOCAL EMERGENCY MANAGEMENT  
COMMITTEE

**13 JUNE 2018**

## OUR VISION

*"A thriving and friendly community that recognises our history and embraces cultural diversity and economic opportunity, whilst nurturing our unique natural and built environment."*

## OUR MISSION

*"To deliver affordable and quality Local Government services."*

## CORE VALUES OF THE SHIRE

*The core values that underpin the achievement of the mission will be based on a strong customer service focus and a positive attitude:*

Communication

Integrity

Respect

Innovation

Transparency

Courtesy

### DISCLAIMER

The purpose of Council Meetings is to discuss, and where possible, make resolutions about items appearing on the agenda. Whilst Council has the power to resolve such items and may in fact, appear to have done so at the meeting, no person should rely on or act on the basis of such decision or on any advice or information provided by a Member or Officer, or on the content of any discussion occurring, during the course of the meeting.

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**SHIRE OF BROOME**  
**LOCAL EMERGENCY MANAGEMENT COMMITTEE**  
**WEDNESDAY 13 JUNE 2018**  
**INDEX – MINUTES**

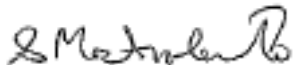
1.	OFFICIAL OPENING .....	5
2.	ATTENDANCE AND APOLOGIES .....	5
3.	CONFIRMATION OF MINUTES.....	5
4.	CORRESPONDENCE IN / OUT .....	6
	4.1 CORRESPONDENCE IN/OUT .....	6
5.	BUSINESS ARISING.....	6
	5.1 LOCAL EMERGENCY MANAGEMENT COMMITTEE (LEMC) DOCUMENT UPDATES.....	6
	5.2 STATUS REPORT.....	7
	5.3 BROOME LOCAL EMERGENCY WELFARE PLAN 2018.....	7
	5.4 UPDATE FROM LEMC MEMBERS .....	7
6.	REPORTS OF OFFICERS.....	7
7.	MEETING CLOSURE.....	8

## NOTICE OF MEETING

Dear Council Member,

The next Local Emergency Management Committee Meeting of the Shire of Broome will be held on Wednesday, 13 June 2018 in the Committee Room, Corner Weld and Haas Streets, Broome, commencing at 10:00am.

Regards



S MASTROLEMBO  
**Chief Executive Officer**

13/06/2018

**MINUTES OF THE LOCAL EMERGENCY MANAGEMENT COMMITTEE OF THE SHIRE OF BROOME,  
HELD IN THE COMMITTEE ROOM, CORNER WELD AND HAAS STREETS, BROOME, ON WEDNESDAY 13 JUNE 2018, COMMENCING AT .**

**1. OFFICIAL OPENING**

The Chairman welcomed Members and Officers and declared the meeting open at 10:03am.

**2. ATTENDANCE AND APOLOGIES**

Attendance:	Chris Mitchell	Chairperson
	Mat Morrissy	Air Services Australia
	Chris Fox	Bidyadanga Police
	Jenni Boyle	Bidyadanga Police
	Ivan Davie	Townsite Representative
	Megan Spence	Department of Communities
	Wendy McKinley	Broome Hospital
	Chris Channing	Broome International Airport
	Jonathon Lane	Department of Communities - Housing
	Rick Darlow	Department of Fire & Emergency Services
	Ben Muller	Department of Fire & Emergency Services
	Nathan Donald	State Emergency Service Broome
	Tracey Beckett	Royal Flying Doctors Service
	Scott Beckwith	Horizon Power
	Craig Coulson	Yawuru/Broome Sea Rescue
	Tanya Smith	Department of Human Services
Apologies:	Trevor Fish	12 Mile Community Representative
	Tania Baxter	Bidyadanga Community Representative
	Pat Foley	Department of Parks & Wildlife
	Andy Boutel	Telstra
	John Saffrey	Department of Fire & Emergency Services – SES
	Helen Kemp	Office of Emergency Management
	Julie Melbourne	Nyamba Buru Yawuru
	Jodie Lynch	Horizon Power
	Andrew Boyle	Department of the Prime Minister & Cabinet
Officers:	Aletta Nugent	Shire of Broome
	Jason Kneipp	Shire of Broome
	Bronwyn Jones	Shire of Broome
	Naz Graue	Shire of Broome

**3. CONFIRMATION OF MINUTES**

3.1 The minutes of the LEMC were distributed and taken as read.

**COMMITTEE RESOLUTION:**  
**Moved: Mr I Davie** **Seconded: Mr C Coulson**

*That the Minutes of the Local Emergency Management Committee held on 14 March 2018, as published and circulated, be confirmed as a true and accurate record of that meeting.*

**CARRIED UNANIMOUSLY 40/0**

**4. CORRESPONDENCE IN / OUT**

**4.1 CORRESPONDENCE IN/OUT**

Correspondence In

- Exercise Fallen Eagle III – Broome Hospital Post-Exercise Report – 17 April 2018
- Horizon Power Media Release – Stay Safe Around Electricity
- SEMC’s Public Information Reference Group Recovery Commination’s Update – Development of Communicating in Recovery Guidelines

Correspondence Out

- Letter - Response to Broome Emergency Response Network (BERN)

**Attachments**

1. Exercise Fallen Eagle III
2. Horizon Power Media Release
3. Response to BERN

**5. BUSINESS ARISING**

**5.1 LOCAL EMERGENCY MANAGEMENT COMMITTEE (LEMC) DOCUMENT UPDATES**

The following documents are to be updated by committee members and sent to the LEMC secretariat with any changes/additions: -

- LEMC Contact List
- Resource Register
- Incident Report
- Training Schedule

**Attachments**

1. LEMC Contact List 2018
2. LEMC Resource Register 2018
3. LEMC Incident Report 2018
4. LEMC Training Schedule 2018

## 5.2 STATUS REPORT

The 2018 LEMC Status Report is attached.

### Attachments

1. LEMC Status Report 2018

## 5.3 BROOME LOCAL EMERGENCY WELFARE PLAN 2018

Megan Spence, Department of Communities, ran through the document, and highlighted changes –

- Checked contact details with members
- Ran through Emergency shelter locations
- Options for alternative accommodation
- Catering options – hospital suggested that they be added as a catering option
- Supermarkets for supplies
- Fuel
- Advocacy & Counselling

## 5.4 UPDATE FROM LEMC MEMBERS

### Horizon Power

- Media release on public safety.

### Broome International Airport

- Distributed Emergency Plan for review/feedback.
- Tabletop exercise coming up – details to be sent through to LEMC Secretariat.

### Air Services Australia

- Comms Plan has been developed to be incorporated in the AEP.
- To be tested at upcoming Tabletop exercise.

### Department of Fire & Emergency Services

- Reminder of upcoming event at the Mangrove Hotel this Friday (15 June 2018) – Post Season Review.
- Current issues with deliberately lit bushfires in town – need to raise awareness of the risks with the dryer weather.

### Shire of Broome

- First round of inspections, as part of Firebreak Program, should be finished in the next week.
- Round 2 will then commence and hoping to have full compliance in a month.

<b>6. REPORTS OF OFFICERS</b>
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Nil

**7. MEETING CLOSURE**

The Chairman closed the meeting at 10:43am.