



## 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

**12 SEPTEMBER 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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*Should you require this document in an alternative format please contact us.*

**SHIRE OF BROOME**  
**LOCAL EMERGENCY MANAGEMENT COMMITTEE**  
**WEDNESDAY 12 SEPTEMBER 2018**  
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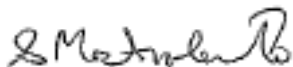
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## NOTICE OF MEETING

Dear Committee Member,

The next Local Emergency Management Committee Meeting of the Shire of Broome will be held on Wednesday, 12 September 2018 in the Committee Room, Corner Weld and Haas Streets, Broome, commencing at 10:00am.

Regards



S MASTROLEMBO  
**Chief Executive Officer**

31/08/2018

**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 12 SEPTEMBER 2018, COMMENCING AT 10.00AM.**

**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
	Gary Bradshaw	Main Roads WA
	Helen Kent	Office of Emergency Management
	Darren Hutchins	Department of Transport
	Wil White	St John Ambulance
	Megan Spence	Department of Communities
	Phil Leach	Broome Volunteer Fire & Rescue Service
	Chris Channing	Broome International Airport
	Ben Bexley	Broome International Airport
	Pat Foley	Department of Parks & Wildlife
	Nathan Donald	State Emergency Service Broome
	Scott Beckwith	Horizon Power
	Craig Coulson	Yawuru/Broome Sea Rescue
	Lindsay Copeman	Kimberley Ports
	Tanya Smith	Department of Human Services
	Kevin Hall	Broome Police
	Les Andrews	Broome Police
	Paul Beard	Water Corporation
	Trevor Fish	12 Mile Community Representative
	Chris McGlashan	Department of Defence - Norforce
Apologies:	Tania Baxter	Bidyadanga Community Representative
	Ivan Davie	Townsite Representative
Officers:	Aletta Nugent	Shire of Broome
	Jason Kneipp	Shire of Broome
	Jasmine Wadge	Shire of Broome

**3. CONFIRMATION OF MINUTES**

**COMMITTEE RESOLUTION:**

**Moved: Mr M Morrissy**

**Seconded: Mr C Coulson**

***That the Minutes of the Local Emergency Management Committee held on 13 June 2018, as published and circulated, be confirmed as a true and accurate record of that meeting.***

**CARRIED UNANIMOUSLY 23/0**

**4. CORRESPONDENCE IN / OUT**

**4.1 CORRESPONDENCE IN/OUT**

Correspondence In

- Nil

Correspondence Out

- Nil

**5. BUSINESS ARISING**

**5.1 EXPRESSION OF INTEREST TO JOIN LEMC – CARE FLIGHT**

An expression of interest had been received from Care Flight to join the Local Emergency Management Committee. The role of Care Flight was discussed. The Committee agreed that their participation on the group was not required and if necessary they could be invited to attend specific meetings.

**5.2 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

**5.3 STATUS REPORT**

The 2018 LEMC Status Report is attached.

**Attachments**

1. LEMC Status Report 2018

**5.4 UPDATE FROM LEMC MEMBERS**

Horizon Power

## **Pillar Safety**

Video shown at the meeting.

Fire activity in Fitzroy Crossing recently. Suggestions are that the fires have been deliberately lit, which is concerning. Fires resulted in in customers' power being off at Djarlgunya overnight from Monday to Tuesday morning.

Spare Parts Puppet Theatre Tour (which Horizon Power sponsor) has been touring throughout the Pilbara and Kimberley to educate and reinforce safety around electricity within school communities. Kimberley Schools such as St Marys College and Broome SHS, plus Ngalapita Remote Community School near Fitzroy Crossing have been visited. They are three weeks into a four-week North West Tour and cover themes such as staying away from power lines, pillars etc and keeping water and electricity separate.

## **Vegetation**

Horizon Power continue to mitigate some sites where individual homeowners and agencies should be mitigating their risk to the power supply by trimming their trees. Expect more cost reflective measures to come into play when those responsible do not manage this risk.

## **Advanced Meters enhancing safety**

Horizon Power's meters are providing excellent data that can enhance safety.

For example, we have just acquired stickers to advise customers 'CAUTION! Ant treatment behind cover' suggesting either ant or similar infestation in the customer's meter. We are better able to inform our customers if their meter suggests that there is an issue on the consumer's side, which was not previously possible. Equally, we have conducted an audit using the meter information to identify non-compliant solar installations. Although there are not many in the Kimberley, we have identified some and we will liaise with the customer to ensure adequate visibility on our network and equity for the customers who have met the requirements for installation.

## St Johns Ambulance

- Andrew Graffen has resigned and returned back to the Shire of Broome. Currently in the process of recruiting his replacement.
- LEMC members agreed to have Gary Davis on the LEMC as a representative for St Johns Ambulance.

## Department of Transport

- Are keen to see a State wide exercise next year, however logistically very hard to organise.

## Bidyadanga Police

- Cyclone clean up has commenced.

## Main Roads WA

- Road works on the section of road from Broome to Derby is due to be completed at the end of October 2018.
- Update on the Cape Leveque Road project: The road will be closed for the wet season, and hopefully no major damage to the road will occur. It is proposed that Main Roads will have 30km of bitumen placed down in 2019.

Broome International Airport

- Helicopter movements are still very busy with around 50 per/week. This will continue to decline until March 2019.
- East coast flights still happening.
- The discounted Qantas flights for locals have been very successful.

State Emergency Service

- Preparing the unit for the wet season.
- Another 7 new members trained for the season.

Kimberley Ports Authority

- Currently working on cyclone procedures.
- Annual small vessel mooring inspections in process.
- New fire fighting system is in its final stages of commission.

Water Corporation

- Reviewing Cyclone Management Plan.

Department of Fire & Emergency Services

- The new vehicle has arrived which will be a significant investment for the region. It will be ready to go on short notice and there may be a possibility of viewing the vehicle at the next meeting.
- Increase in response to bush fires in Broome and the Kimberley.

Department of Defence – Norforce

- Recently activated RAF Curtin. There is obvious maintenance issues to be addressed but the runway is in good condition with recent landings by their aircraft. The runway at Bidadanga was also given a test run with their aircraft.

Shire of Broome

- Update on the new proposed Broome Volunteer Bush Fire Brigade Building: Will be going out for design and construct tender soon.

Office of Emergency Management

- Helen Kent briefed members on the OEM DEMA Report (attached).

**6. REPORTS OF OFFICERS**

Nil.

**7. MEETING CLOSURE**

The Chairman closed the meeting at 10:53am.