



MINUTES

**LEMC MEETING
HELD ON TUESDAY 26th February 2007
AT FESA REGIONAL OFFICES, 79 NEWCASTLE ROAD, NORTHAM
COMMENCING AT 10:00AM**

1. ATTENDANCE & APOLOGIES

Attendance

Bert Llewellyn	Chairperson	Shire of Northam
Craig Wanstall		Northam Police Station
Darren Andrews		Shire/Town Northam
Linton Mincherton		FESA
Barbara Keyser		FESA
Jason Jenke		Town of Northam
Chadd Hunt		Town of Northam
Steven Douglas		St Johns Ambulance
Drew Richards		St Johns Ambulance

Apologies

Sylvia Bristow-Stagg	SES Northam
Steven Bordas	Wundowie Police Station.
Jennifer Lee	Northam Hospital
Phil Steven	Shire of Northam

2. CONFIRMATION OF MINUTES

The Minutes of the Meeting held on the 5 December 2006 were acknowledged by the Chairperson.

Moved: C Wanstall

Seconded: D. Richards

3. MATTERS ARISING

Craig (Northam Police) informed that the four (4) master copies of the Emergency Resources Log have gone out. (ToN, SoN, FESA & Northam Police).

4. CORRESPONDENCE

1. (Incoming) Local Grants Scheme
2. (Incoming) Local Recovery Arrangements.

5. UPDATES – MEMBER LISTING

The separate sheets for Committee Members, and the broader list of addresses were circulated for correction and updating. The amended listings are circulated with these minutes.

6. RECOVERY PLAN

Barbara (FESA) commented that Phil (Shire) has put together a draft recovery plan. This plan needs LEMC endorsement and the community needs to be aware, as referred to in the 'Guide to developing a Communities Recovery Management Plan'. Barbara mentioned that the recovery Plan and the Recovery Arrangements are a good basis to work from. The LEMC is now in a position to make application for funding to employ a consultant to finalise these documents.

Bert (Chairperson) expressed concern that a consultant will only achieve what has already been done.

Linton (FESA) commented that there are still areas within the documents that need attention and a consultant will take the pressure off of Local Government staff.

Darren (Shire/Town Northam) stated that the contact list is out of date. The accommodation list is superseded and that the community has no ownership and a grant would help the process to achieve community ownership.

Linton (FESA) – at the next meeting we should obtain an update from the Department of Water in relation to updated flood data.

Bert (Chairperson) – the committee needs representation from Department of Water (DoW) and Department of Environment and Conservation (DEC).

Craig (Police) motioned that Barbara (FESA) and Phil (Shire) should be thanked for their efforts, and that the Recovery Plan be accepted by the Committee as ready for a consultant

Moved: C Wanstall

Seconded: B. Keyser

7. GENERAL BUSINESS

Barbara (FESA) – Nomination of a Local Recovery Coordinator should be from staff at the Town or Shire of Northam as they may be appointed for a long period of time and they will need to be trained.

Darren (Shire/Town Northam) stated that the person appointed will need a long time commitment and therefore a person from the community may not be suitable.

Linton (FESA) – appointed person should not be a volunteer, and suggested that they be a paid employee of one of the Local Governments.

Craig (Police) – Town or the Shire to appoint the Coordinator after consultation with the LEMC until amalgamation.

Moved: C Wanstall

Seconded: D. Andrews

Drew (St Johns) stated that St Johns is currently going through lots of changes with paid staff from 6am till 6pm. The implications to the LEMC of these changes will be advised.

Barbara (FESA) referred to a document titled 'State Emergency Management 2.5'. This document describes who a LEMC should be structured etc. It has not yet been released, and will be circulated soon.

Darren (Shire/Town) - 'Aware' Introduction to Emergency Risk Management training session is being held in Toodyay on the 14 March 2007. Place still available.

- 'Any ideas as to when the Regulation under the Emergency Management Act 2005 will be available'?

Barbara (FESA) – 'Not yet, however once released there will only be a few regulations with multiple policies to guide the Act'.

8. NEXT MEETING DATE AND LOCATION

Craig (Police) - The next meeting will be held 17 April 2007

Barbara (FESA) 'Table Top Exercise' needed to test if arrangements work.

Linton (FESA) commented that a Table Top exercise at this stage is premature as we do not have all Agencies and Department represented
We need to look into presentation from DoW on flood study and DEC on new structure.

9. CLOSE

The meeting closed at 11:15am with a vote of thanks for attendance by the Chairperson.