

PRESENT:

DEMO – Peter Davidson
LEMO – Jeffery Sharp
NSW Police – Peter Thurtell
NSW Police – Shane Cribb
NSW Police – Frank Brown
Fire & Rescue NSW – Tony Lenthall
NSW Ambulance Service – Steven Towle
NSW Rural Fire Service – Guy Duckworth
NSW Rural Fire Service – Stuart Robb
SES PMQ Hastings – Kevin Sherwood
SES Wauchope – Bill Sanders
Marine Rescue NSW PM – Peter Ellison
Marine Rescue NSW CH – George Tedds
Marine Rescue NSW CH – Trina DeCusack
Marine Rescue NSW CH – Ken Rutledge
Hastings Macleay Network – Alan Pretty
Dept of Human Services – Disaster Welfare – Alan Rogers
Dept of Investment & Trade, Regional Infrastructure & Services – Scott Anderson
Dept Human Services – Centrelink – Karen Storrier
Essential Energy – Wesley Byrnes
PMHC Airport – Doug Page
Surf Life Saving MNC – Kim Rayner
PMHC – Rachael Millett (Minute Clerk)

01 ACKNOWLEDGEMENT OF COUNTRY

The Chair opened the meeting at 10:30am with an acknowledgement of country.

02 APOLOGIES

Consensus:

That the apologies be received.

SES Oxley Region – Peter Floyd
SES Oxley – Steve Lawrence
NPWS – Peter Clark
NSW TAFE – Edward Laming
PMHC Environmental Health – Mark Derwent

**03 CONFIRMATION OF MINUTES OF THE PREVIOUS MEETING OF THE PORT
MACQUARIE HASTINGS LOCAL EMERGENCY MANAGEMENT COMMITTEE**

Consensus:

That the Minutes of the Port Macquarie-Hastings Local Emergency Management Committee Meeting held on Thursday 3 November 2011 be confirmed.

04 BUSINESS ARISING FROM PREVIOUS MEETING

Training of the SMART System:

The display of the SMART system was provided during General Business.

05 PROGRESS REPORTS

1. District Emergency Officer – verbal report:

- Upcoming training (Working in an EOC & Emergency Management Arrangements) on 14/15 March has vacancies, please nominate any one requiring training by end of next week.

2. Local Emergency Management Officer – report attached.

3. NSW Police – verbal report:

- NSW Police thanked the RFS & SES for their assistance in the recent land search
- NSW Police thanked Marine Rescue, SES and Surf Life Saving MNC for their assistance in the recent marine search

4. Fire & Rescue NSW – report attached:

- Discussion held around Hazmat incident on Monday involving Aluminium phosphide and LEMC members advised additional information available from Fire & Rescue NSW if required

- Issues with emergency access at the Dept of Housing buildings under construction have been identified and with the Fire Safety section in Sydney for resolution
- NSW Police enquired about the incident at the PM Hospital as it is the second gas leak scare at the hospital, have they been instructed to fix the causes? Fire & Rescue NSW advised that it has been 2 different types of gas leaks. Hastings Macleay Network advised that following a debrief of the latest incident, an action plan has been developed. NSW Police commended the great response and quick leak detection from Fire & Rescue NSW and recommended as many people as possible make themselves available to the emergency training in March

5. NSW Ambulance – report attached:

- Raised the hospital incident and identified that the hospital requires a second access/assembly point which is all weather. LEMO enquired how serious health are considering the second access point with the new development. Hastings Macleay Network advised that health is taking it very seriously and a second access point has been included with the designer. LEMO enquired if this was an opportunity for the LEMC to provide a letter recommending a second access point to strengthen the argument. DEMO advised as long as LEMC is not overriding normal DA regulations, it would be suitable.

Action: That council write to Ministry of Health raising concerns identified at the LEMC meeting of 9 February 2012 regarding access and safety concerns at the Port Macquarie Hospital.

6. NSW Rural Fire Service – report provided.

7. SES Oxley – no report.

8. SES Port Macquarie – verbal report:

- SES Port Macquarie advised they were very busy at the moment with the recent high levels of rainfall

9. SES Camden Haven – report attached.

10. SES Wauchope – verbal report:

- Assisted PMHC with road closures.
- Proactive in prevention – attending community events to raise awareness of flooding emergencies

11. Marine Rescue NSW, Port Macquarie – report attached:

- Large incident last week with the Marine Search assisting NSW Police
- 4 major incidents
- Marine Rescue NSW PM now going as far north as Trial Bay

12. Marine Rescue NSW, Camden Haven – report attached:

- Quite a number of jobs with tow back and incident involved 2 jet skis in the river
- There are issues with people not logging off when they return and turning their radio off which out at sea, having to contact the boats via mobile phone. Marine Rescue NSW PM advised they ensure mobile numbers are taken

13. Dept of Human Services Disaster Welfare – verbal report:

- Agency has progress through the transition to new agency of NSW Police & Emergency Service
- Busy with the recent flood events from Tweed to Manning
- Experiencing issues with resupply of communities and responsibilities with this
- Issue raised regarding identification of evacuation centres and how we manage evacuation centres in the future. A small committee was established previously to identify suitable evacuation centres. NSW Police enquired how the issues with Kempsey evacuation centre was resolved. Disaster Welfare advised there were key issues and it took time to locate the key holder to access centres. LEMO advised that the RFS Neighbourhood Safer Places (NSP) could be potential evacuation centres. Disaster Welfare advised the evacuation centres are generally council halls or community buildings and needs consideration by the LEMC. NSW Police asked if the evacuation centres were identified in the Disaster Plans and appropriate centres identified on the day? Disaster Welfare advised that the preparation and release of evacuation centres is at the State level and now need to be identified by the LEMC. The current list and audit sheet can be provided as a starting point.

Action: That a small sub-committee to be created to review the evacuation centres and put forward a proposal of recommended centres to the LEMC. Recommended sub-committee agencies are: SES, Disaster Welfare, RFS.

14. Hastings Macleay Network – report provided:

- Hastings Macleay Network passed on its thanks to everyone for their assistance in the recent emergency at the hospital. Noted that communication issues were raised at the incident debrief.

15. NSW Department of Primary Industries – report attached.

16. National Parks & Wildlife Service – no report.

17. Department of Human Services / Centrelink – verbal report:

- Disaster relief called with majority in QLD
- Staff are at Tamworth and QLD assisting

18. Country Energy – verbal report.

- No major incidents to report
- Power outage occurred at Kempsey

19. Telstra – no report.

20. NSW Tafe – no report.

21. Port Macquarie Airport – report attached:

- Incident report attached is in confidence within LEMC and not to be distributed outside of LEMC members. CASA currently investigating
- Airport upgrade potentially this year. Potential closure of Tuffins Lane, road will become gated so secondary access to the airport is maintained
- Fire & Rescue NSW raised the main issue from the incident was there was no-one at the gate and questioned what is the standard practice. PMHC Airport ran through the procedure and also mentioned that it was understood that agencies have a key to a box which stores the key to the gate.

22. PMHC Environmental Health Officer – no report.

23. Surf Life Saving Mid North coast – report attached.

06 EMERGENCY RISK MANAGEMENT PLANNING

Consensus:

That the draft ERM Plan be distributed to LEMC Committee members for review when complete.

07 MAJOR EVENTS

Consensus:

That the information be noted.

08 GENERAL BUSINESS

SMART system display delivered.

09 NEXT MEETING

Consensus:

That it be noted that the next meeting of the Port Macquarie Hastings Local Emergency Management Sub Committee will be held on 10 May 2012.