

PRESENT

Members:

LEOCON - Paul Fehon
LEMO - Jeffery Sharp
REMO - Peter Davidson
NSW Police
Fire & Rescue NSW
NSW Ambulance
NSW Rural Fire Service
SES - Camden Haven
SES - Port Macquarie
SES - Wauchope
SES - Mid North Coast Region
Marine Rescue CH
Mid North Coast Local Health District
Dept of Family and Community Services – Disaster Welfare
Dept of Human Services
PMHC Airport
PMHC Environmental Health Officer
Surf Life Saving MNC

Other Attendees:

Tim Atherton - PMHC Group Manager Building and Environmental Compliance

The meeting opened at 9.42am.

01 ACKNOWLEDGEMENT OF COUNTRY

The Acknowledgement of Country was delivered.

02 APOLOGIES

CONSENSUS:

That the apologies received from; Shannon Cooper SLSMNC, David Gray FRNSW, Mark McGuire FRNSW, Sonia Denton DHS, Emily Pitt NSW Public Works, Simon Tarbox NSW Public Works, Scott Anderson DPI, Jill Buxton MNCLHD, Peter Ellison MR PMQ, Jo McGoldrick LLS, Andy Beverley NSW Ambulance, Steve Towle NSW Ambulance, Steve Atkins NPWS, Kevin Sherwood SES PMQ, Shane Cribb NSW Police and Gerry De Vries SES Wauchope be accepted.

03 CONFIRMATION OF MINUTES

CONSENSUS:

That the Minutes of the Hastings Local Emergency Management Committee Meeting held on 22 May 2014 be confirmed.

04 DISCLOSURES OF INTEREST

There were no disclosures of interest presented.

05 BUSINESS ARISING FROM PREVIOUS MINUTES

Item 05 - Evacuation Centre

PMHC Environmental Officer confirms that confirmation of Evacuation Centres should be complete end November 2014.

Item 12 - Communications Tower Mount Cairncross

RFS Confirm works have been completed and the focus is now on confirming maintenance arrangements into the future.

CONSENSUS:

1. That Item 12 be removed from Business Arising.
 2. That a representative from Ironman be invited to attend the March 2015 LEMC meeting.
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06 NSW SES OPERATIONAL MANAGEMENT SYSTEM 'BEACON'

Tony Day SES provided a presentation of the new SES Beacon System.

The Beacon System provides an awareness capability for the SES as well as a receipting, allocation, reporting and monitoring functionality.

The System will be integrated with the SES Arc GIS Collector System which allows for the deployment of teams into the field and provides teams with the capacity to enter job details in real time, take photos and videos and upload them to the system.

CONSENSUS:

That the presentation and brief demonstration of the new system provided by Anthony Day, NSW SES be noted.

07 LEMC CONTACT LIST

CONSENSUS:

That the LEMC Contact List be noted.

08 MAJOR EVENTS

CONSENSUS:

That the Major Events listing be noted.

09 PROGRESS REPORTS

Late reports received from LEOCON, FRNSW, SES PMQ, SES Wauchope, NPWS, PMHC Airport.

LEOCON reports NSW Police will be scheduling a debrief of the search function in the recent missing persons event for involved agencies.

FRNSW reports working closely with NPWS and RFS to ensure as many hazard reduction burns as possible are conducted prior to the fire season.

SES Camden Haven reports 6000+ SES hours attributed to the recent search event in Kendall.

MNCLHD reports the move into the new Hospital quarters went well. MNCLHD are currently updating their Infectious Disease Plan for an Ebola outbreak and undertook an exercise which saw the disease contained to the Emergency Rooms only.

PMHC Airport confirms dates for the 2014 "Live" Crashex will be distributed in the coming weeks. The Airport Emergency Plan has recently been updated and is with PMHC General

Manager for approval prior to coming to the LEMC for endorsement.

SLSMNC reports community education courses will be run during the holiday period on CPR and Swim between the Flags.

CONSENSUS:

1. That the reports presented and verbal updates provided be noted.
 2. That Report 7 SES Port Macquarie and the REMO Action Plan be distributed with the minutes.
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10 EMERGENCY RISK MANAGEMENT REVIEW

This report will be maintained moving forward on a regular basis and will form the basis for the local EM Plan.

Changes to be made to titles for NSW Ambulance Service and Mid North Coast Local Health District.

CONSENSUS:

That Committee:

1. Endorse the Emergency Risk Management (ERM) Report.
 2. Present the ERM, through the REMO to the 26 November 2014 REMC meeting.
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11 EOC RUN THROUGH EXERCISE

Exercise "The What" was conducted commencing 11:27am and finishing 13:57pm.

Attendees: Peter Davidson REMO, Paul Fehon LEOCON, Jeffery Sharp LEMO, Simon Meehan NSW Police, Gaven Muller FRNSW, Josh Smyth NSW Ambulance, Tony Day SES MNC, Ray Richards SES MNC, Michael Ward SES PMQ, Paul Burg SES CH, David Walters SES CH, Bill Sanders FACS, Ken Rutledge MR CH, Alan Malcolm MR CH, Kim McCullough DHS, Kim Rayner SLS MNC, Ryan Rosenbaum SLS MNC, Doug Page PMHC, Bree Scaysbrook PMHC

Exercise highlights shortcomings of the EOC SOP's.

CONSENSUS:

That the LEMO amend the EOC SOP's and ensure provision of additional items as noted during the exercise.

12 NEXT MEETING

CONSENSUS:

That the Committee meet on 5 March 2015, 9 July 2015 and 5 November 2015.

13 GENERAL BUSINESS

13.01 Desktop Disaster Management Exercise:

Tim Atherton, PMHC Group Manager Building and Environmental Compliance addressed the Committee regarding a desktop Disaster Management Exercise Council is planning to run during 2015 to assess their capacity to handle a disaster effecting Council and test their ability to coordinate a response with other agencies. Invites will be sent out in the coming months.

The meeting closed at 1.57pm.