

Clarence Valley Council

Clarence Valley Local Emergency Management Committee

Monday 8th March 2021 – 10:03am

CVC Rushforth Road Works Depot, Tyson St, South Grafton



Minutes of meeting

Attendance: Jamie Fleeting - CVC Chairperson, Joanne Reid – NSW Police, Shane Landrigan – CVC LEMO, Jason Ward – CVC, Patrick Ridgeway – CVC, Ben Buckland – RMS, Sue Chapple – SES, Jack Wallace – NSW Health, Jessica Houghton – DCJ, Chris Bond – REMO, Richard Taffs – Marine Rescue, Greg Lewis – Fire & Rescue NSW, Tim McKew – NSW Ambulance, Wayne Smith – NSW Port Authority,

Item		Discussion/ Comments	Additional Notes
01	Welcome	Acknowledgement to Country	Shane Landrigan
01.01	Apologies	Stuart Watts (RFS), Scott Action (NSWA), Glen Scholes (SERCO)	
01.02	Quorum	Quorum:10 (CV LEMC currently has 18 members)	Total members at today LEMC - 10 – quorum reached

02	LEMO MEMBERSHIP AND STRUCTURE	Additional Notes																				
02.01	<p>The LEMC Structure is provided in Attachment 1. Where applicable it has been amended to include the below changes in LEMC representation.</p> <p>Outgoing LEMC Representatives:</p> <table border="1" data-bbox="203 268 1359 376"> <thead> <tr> <th>NAME</th> <th>ORGANISATION</th> <th>TITLE</th> <th>MEMBER/OBSERVER</th> </tr> </thead> <tbody> <tr> <td>Amy Hoskings</td> <td>LLS</td> <td></td> <td>Member</td> </tr> </tbody> </table> <p>Incoming LEMO Representatives:</p> <table border="1" data-bbox="203 472 1359 660"> <thead> <tr> <th>NAME</th> <th>ORGANISATION</th> <th>TITLE</th> <th>MEMBER/ OBSERVER</th> </tr> </thead> <tbody> <tr> <td>Jessica Houghton</td> <td>DCJ</td> <td></td> <td>Member</td> </tr> <tr> <td>Susan Davison</td> <td>LLS</td> <td></td> <td>Member</td> </tr> </tbody> </table>	NAME	ORGANISATION	TITLE	MEMBER/OBSERVER	Amy Hoskings	LLS		Member	NAME	ORGANISATION	TITLE	MEMBER/ OBSERVER	Jessica Houghton	DCJ		Member	Susan Davison	LLS		Member	<p>Still a few changes needed and the contact list updated.</p>
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03	CONFIRMATION OF PREVIOUS LEMC MINUTES	Additional Notes																				
03.01	<p>Ordinary Meeting held Monday 26th October via video conference call using Microsoft Teams.</p>	<p>Mover: Sue Chapple Seconder: Joanne Reid</p>																				
04	BUSINESS ARISING FROM MINUTES	Additional Notes																				
04.01	<p><i>Emergency Dashboard</i></p> <p>Resilience NSW has developed a universal dashboard which will then be cloned for each council and modified to reflect our LGA boundary and specific inputs.</p> <p>The dashboard was meant to go live in October but has been delayed whilst awaiting endorsement from the combat agencies at a state level in addition to the local support they already had.</p> <p>They have since met with all the combat agencies (NSW Police, RFS, SES and Fire + Rescue) and are awaiting their feedback. They expect to hear back from them all by this week and will look to give councils at least a weeks' notice before the dashboards are ready to be publicly released.</p> <p>During the delay however, they have been able to make some additions to the dashboard functions.</p> <p>They've added water level charts with river or tide heights and where possible also added flood level thresholds.</p>	<p>Completed.</p> <p>The Dashboard has been live since Nov/Dec 2020.</p>																				

	<p>Please use the link below to access an overview of the dashboard and feel free to have a play and provide any feedback.</p> <p>https://clarencevalley.emergencydashboard.demonzmedia.com/dashboard/overview</p>	Feedback welcomed – Resilience NSW would love to hear from you
04.02	<p><i>EMPLAN review –</i></p> <p>Changes / corrections noted from last meeting have been made. Bushfire CMG added for LEMC consideration. Audit of Rushforth Works Depot as secondary EOC site completed and Malabugilmah has been added to the township list</p>	<p>Complete.</p> <p>EMPLAN a revised copy to be sent out. Is to be signed at a regional level.</p>
04.03	Hawthorne park and Grafton Showgrounds as potential evacuation centres?	Need to meet with DPI and assess these sites to ensure they meet the required criteria.
05	BUSINESS FOR THIS MEETING	Additional Notes
05.01	<p><i>Evacuation Centres for Lawrence and Ewingar</i></p> <ul style="list-style-type: none"> Ewingar – the hall is very well equipped - Shane & Jess to visit. Lawrence - the closest Evac. Centre is Maclean and the ferry is out when there is flooding then the next closest is Grafton. Lawrence is isolated when flooding with exit via Pringles Way 	<p>Baryulgil Hall audit</p> <p><i>Joanne R</i> – conscious of over extending resources</p>
05.02	<p><i>NPWS and Forest Corp observers on the LEMC -</i></p> <p>Chris B – it's up to the LEMC as to who represents and both Ben and Chris agree they would be a good addition to the committee.</p>	<i>Joanne R & Sue C</i> – both agree that NPWS played a large role during the bush fires.
05.03	<i>Bluff Bridge (Sue C)</i> - Reports of a person who drove into the flood water during that last flood even apparently because not enough signage and the flashing lights not visible. Council to be more proactive in events of torrential /flash flooding and have signs earlier.	<i>Keiran M</i> - to look into the signage issue and maybe have local residents to respond to early sign placement during these events.
05.04	<i>Corindi Damage (Steve G)</i> - Damage assessment reports are in and a Blueberry farm reported considerable damage along with a local bee keeper. Most of the damage was around the Sherwood Creek Road area.	<i>Steve G</i> - Not a lot of damage reported in the Clarence area.
05.05	<p><i>Courses (Tim M)</i> – When is it possible to have post COVID face to face Emergency Management courses.</p> <ul style="list-style-type: none"> There are prerequisite Emergency Management overview courses online and there is always courses being held all over the state if you are willing to travel. 	<i>Chris B</i> – Course held in Casino last month. There is a course being held in Coffs harbour next week and it's full.
05.06	<i>COVID (Maryanne)</i> – Looking at potential COVID pop up clinic sites just in case there is a outbreak. Sites need to have disability access!	<i>Shane L</i> – working with Lesley, will follow up with her.

05.07	LEMO (Shane L) - Council is looking at employing a full time LEMO going forward. Shane to step down due to the work load being too much to manage on top of current fulltime position – Kieran to fill in the interim.	Joanne R – Thank you Shane, we appreciate your efforts																																																																																																																
06	REPORTS FROM LEMC REPRESENTATIVES (AGENCIES/FUNCTIONAL AREA)	Additional Notes																																																																																																																
06.01	<p>Written Reports: Table below indicated those received as at 20/06/2020. Written reports enable LEMC members to read, seek clarification and resolve issues prior to the meeting. Any issues in written reports to be raised by reporting agency.</p> <table border="1" data-bbox="203 411 1393 1471"> <thead> <tr> <th>LEMO</th> <th>16/18</th> <th>06/19</th> <th>10/19</th> <th>03/20</th> <th>06/20</th> <th>10/20</th> <th>03/21</th> </tr> </thead> <tbody> <tr> <td>Busways</td> <td>x</td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td>Clarence Valley Council</td> <td>x</td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td>Coffs Clarence Police</td> <td>✓</td> <td>✓</td> <td>✓</td> <td></td> <td>✓</td> <td>✓</td> <td>✓</td> </tr> <tr> <td>Essential Energy</td> <td>x</td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td>Fire & Rescue</td> <td>x</td> <td></td> <td>✓</td> <td>✓</td> <td>✓</td> <td>✓</td> <td>✓</td> </tr> <tr> <td>Marine Rescue</td> <td>x</td> <td>✓</td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td>NSW Health</td> <td>x</td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td>NSW Ambulance</td> <td>x</td> <td></td> <td></td> <td>✓</td> <td></td> <td></td> <td>✓</td> </tr> <tr> <td>NSW DPI</td> <td>x</td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td>NSW DCJ</td> <td>✓</td> <td>✓</td> <td>✓</td> <td>✓</td> <td>✓</td> <td>✓</td> <td>✓</td> </tr> <tr> <td>NSW RFS</td> <td>x</td> <td></td> <td>✓</td> <td></td> <td>✓</td> <td></td> <td>✓</td> </tr> <tr> <td>NSW SES</td> <td></td> <td>✓</td> <td></td> <td>✓</td> <td>✓</td> <td></td> <td>✓</td> </tr> <tr> <td>Nymboida Wilderness Rescue</td> <td></td> <td>✓</td> <td>✓</td> <td>✓</td> <td></td> <td></td> <td></td> </tr> </tbody> </table>	LEMO	16/18	06/19	10/19	03/20	06/20	10/20	03/21	Busways	x							Clarence Valley Council	x							Coffs Clarence Police	✓	✓	✓		✓	✓	✓	Essential Energy	x							Fire & Rescue	x		✓	✓	✓	✓	✓	Marine Rescue	x	✓						NSW Health	x							NSW Ambulance	x			✓			✓	NSW DPI	x							NSW DCJ	✓	✓	✓	✓	✓	✓	✓	NSW RFS	x		✓		✓		✓	NSW SES		✓		✓	✓		✓	Nymboida Wilderness Rescue		✓	✓	✓				No late reports tabled for this meeting
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Port Authority of NSW		✓					
RMS (Maritime)							
RMS (Roads)							
Surf Life Saving			✓✓	✓			
REMO				✓			

Verbal Reports: will not generally be accepted unless allowed by the Chair. If they are accepted they will follow the same format as written reports, detailing:

- Emergency Plans/Procedures
- Community Emergency Education campaigns
- Staffing or assets changes
- Emergency Exercises/Training
- Emergency Response activities
- Issues for LEMC discussion

07	MAJOR EVENTS CALENDAR	Additional Notes
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07.01 This list has been compiled based on information from <http://www.clarencetourism.com>.

EVENT TITLE	EVENT LOCATION	EVENT DATE
Yamba River Markets	Ford Park, Yamba	28/03/2021
Maclean Highland Gathering	Maclean	02/04/2021
Grafton Show	Grafton Showground	28/04/2021
Clarence Valley Camp Oven Festival	Nymboida Camping and Canoeing, Nymboida	11/06/2021

Committee members are requested to forward though any other major events they are aware of for inclusion to Shane Landrigan.

More events are just starting to take place with COVID restrictions easing.

08	GENERAL BUSINESS	Additional Notes
08.01	<p>Notification of Road Closure at Horton's Creek and Ward's Gully, Armidale Road, Nymboida.</p> <p>Armidale Road at Ward's Gully and Horton's Creek will be closed between 8AM to 4PM Monday to Friday, starting from Monday the 22nd of March, and ongoing for approximately 2-months (end of May) due to works that will involve significant cut to fills requiring heavy equipment such as Articulated Dump Trucks and likely a Bulldozer. During work there won't be any room for traffic, meaning any time a vehicle passes works need to cease causing inefficiencies.</p> <p>Local traffic will be managed onsite, with an escort vehicle during work hours. We will notify the community that there will be significant delays (30min or more). Other traffic (such as industry and tourists for example) should find an alternative route if possible.</p> <p>If emergency vehicles need to get through, it would be beneficial to call ahead so that the crew on the work site can prepare to let them through, otherwise when they get to site they could be delayed if heavy equipment is still in the way.</p> <p>Steve Smidt is the best contact onsite (0400 673 776) and if Steve can't be reached then Luke Fischer (0455 082 859).</p> <p>UHF onsite is Channel 28</p>	<p><i>Shane L</i> – please phone ahead where possible!</p> <p><i>Ben B</i> - Possibility to have this road closure uploaded to "Live Traffic"</p>
08.02	<p><i>Transport NSW (Ben B)</i> – a restructure came with the change from RMS to Traffic NSW – I will continue in my role but increased area.</p> <ul style="list-style-type: none"> Maritime/Rail link area comes more information being available due to the restructure. 	
09	MEETING CLOSE / NEXT MEETING	
	<p>Next meeting 28th June 2021</p> <p>Other proposed 2021 meeting dates: 25th October 2021</p>	
	<p>Meeting Close 10:37am</p>	



LOCAL EMERGENCY MANAGEMENT COMMITTEE (LEMC)

CLARENCE VALLEY STRUCTURE

LEMC Members

LEMC Observers

