

Clarence Valley Council

Clarence Valley Local Emergency Management Committee

Monday 24th June 2019 – 10:00am

Rural Fire Service, Coldstream Street, Ulmarra

Minutes of meeting

Attendance: Troy Anderson- CVC Chairperson, Joanne Reid – NSW Police, Shane Landrigan – CVC LEMO, Patrick Ridgeway – CVC LEMO (Alt), Gary White – FRNSW, Scott Acton – NSW, Karlene Panko – CVC, Michael Read – Port Authority (Yamba), Ben Buckland – RMS, Gray Stride – VRA Nymboida, Paul Daniel – VRA Nymboida, Peter Sweetman – SLS, Richard Taffs – Marine Rescue NSW, Sue Chapple – SES, Stuart Watts – NSWRFSS, Dan Madden – NSW Health, Amanda Causley - FACS

Item		Discussion/ Comments	Additional Notes												
01	Apologies	David Officer -NSW DPI (Alt.), Mark Somers - NSW SES, Wayne McKenna - NSW Ambulance, Greg Lewis - Fire Rescue NSW (Alt. Gary White), Frank Bond - Marine Rescue NSW, Lisa O'Brien – Dept. of Justice, Dan Wills – RMS(Alt. B Buckland), Ashley Lindsay – CVC (Alt. T Anderson), Wayne Wilkins – Dept. of Justice.	<p>Quorum:10 (CV LEMC currently has 18 members)</p> <p>Total members at today LEMO - 12 – quorum reached</p>												
02	LEMO MEMBERSHIP AND STRUCTURE														
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"> <thead> <tr> <th>NAME</th> <th>ORGANISATION</th> <th>TITLE</th> <th>MEMBER/OBSERVER</th> </tr> </thead> <tbody> <tr> <td>Mat Davidson</td> <td>CVC</td> <td>Local Emergency Management Officer (Alt)</td> <td>Observer</td> </tr> <tr> <td>Ashleigh Gibbons</td> <td>CVC</td> <td>Local Emergency Management Officer</td> <td>Observer</td> </tr> </tbody> </table>	NAME	ORGANISATION	TITLE	MEMBER/OBSERVER	Mat Davidson	CVC	Local Emergency Management Officer (Alt)	Observer	Ashleigh Gibbons	CVC	Local Emergency Management Officer	Observer	LEMC Membership & Structure Noted By Committee
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Mat Davidson	CVC	Local Emergency Management Officer (Alt)	Observer												
Ashleigh Gibbons	CVC	Local Emergency Management Officer	Observer												

NAME	ORGANISATION	TITLE	MEMBER/ OBSERVER
Shane Landrigan	CVC	Local Emergency Management Officer (Alt)	Observer
Patrick Ridgway	CVC	Local Emergency Management Officer	Observer

03 CONFIRMATION OF PREVIOUS LEMC MINUTES

03.01 Ordinary Meeting held Monday 29 October 2018 at the Rural Fire Service, Coldstream Street, Ulmarra. **Mover:** Troy Anderson
Seconded: Unanimous.

04 BUSINESS ARISING FROM MINUTES

04.01 Nil

05 STANDING AGENDA ITEMS: CLARENCE VALLEY EMPLAN UPDATES

05.01 Nil updates proposed.

06 MAJOR EVENTS CALENDAR

06.01 Please note this is not a comprehensive list of all events in the Clarence Valley between July 2019 – October 2019. This list has been compiled based on information from <http://www.clarencetourism.com>.

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

EVENT TITLE	EVENT LOCATION	EVENT DATE
Grafton July Racing Carnival	Grafton Racecourse	30 th June – 14 th July 2019
Clarence Valley Camp Oven Festival	Nymboida Camping & Canoeing, Nymboida	16 th – 18 th August 2019
Aust. National Goanna Pulling Championships	North Street, Wooli	6 th October 2019
Grafton Bridge to Bridge Ski Classic	Clarence River, Grafton-Harwood	6 th October 2019
Grafton Jacaranda Festival	Prince St, Grafton	6 th October 2019

07 EMERGENCY EXERCISES/TRAINING																																																																																																																												
07.01		<p>The REMO will provide an update on Emergency Management Courses to be held in this Region in the 2019/2020 Financial Year:</p> <p>Chris Bond – training is outlined in his report. Mentioned Port Macquarie Courses 11 & 12 March, LEM Committee facilities November Casino</p> <p>Mentioned LEMO meet and greet might be organised.</p>																																																																																																																										
08 REPORTS FROM LEMC REPRESENTATIVES (AGENCIES/FUNCTIONAL AREA)																																																																																																																												
08.01		<p>Written Reports: Table below indicated those received as at 20/06/19. 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"> <thead> <tr> <th>LEMO</th> <th>10/16</th> <th>03/16</th> <th>07/17</th> <th>10/17</th> <th>02/18</th> <th>06/18</th> <th>10/18</th> <th>06/18</th> </tr> </thead> <tbody> <tr> <td>Busways</td> <td>x</td> <td>x</td> <td>x</td> <td>x</td> <td>x</td> <td>x</td> <td></td> <td></td> </tr> <tr> <td>Clarence Valley Council</td> <td>x</td> <td>x</td> <td>x</td> <td>x</td> <td>x</td> <td>x</td> <td></td> <td></td> </tr> <tr> <td>Coffs Clarence Police</td> <td>x</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>x</td> <td>x</td> <td>x</td> <td>x</td> <td>x</td> <td></td> <td></td> </tr> <tr> <td>Fire & Rescue</td> <td>✓</td> <td>✓</td> <td>x</td> <td>✓</td> <td>x</td> <td>x</td> <td></td> <td>✓</td> </tr> <tr> <td>Marine Rescue</td> <td>x</td> <td>x</td> <td>x</td> <td>x</td> <td>x</td> <td>x</td> <td>✓</td> <td></td> </tr> <tr> <td>NSW Health</td> <td>x</td> <td>x</td> <td>x</td> <td>x</td> <td>x</td> <td>x</td> <td></td> <td></td> </tr> <tr> <td>NSW Ambulance</td> <td>✓</td> <td>✓</td> <td>x</td> <td>x</td> <td>x</td> <td>x</td> <td></td> <td></td> </tr> <tr> <td>NSW DPI</td> <td>x</td> <td>x</td> <td>x</td> <td>x</td> <td>x</td> <td>x</td> <td></td> <td></td> </tr> <tr> <td>NSW FACS</td> <td>✓</td> <td>✓</td> <td>x</td> <td>✓</td> <td>✓</td> <td>✓</td> <td>✓</td> <td>✓</td> </tr> <tr> <td>NSW RFS</td> <td>x</td> <td>x</td> <td>x</td> <td>x</td> <td>x</td> <td>x</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> <td></td> </tr> </tbody> </table>	LEMO	10/16	03/16	07/17	10/17	02/18	06/18	10/18	06/18	Busways	x	x	x	x	x	x			Clarence Valley Council	x	x	x	x	x	x			Coffs Clarence Police	x	✓	✓	✓	✓	✓	✓	✓	Essential Energy	x	x	x	x	x	x			Fire & Rescue	✓	✓	x	✓	x	x		✓	Marine Rescue	x	x	x	x	x	x	✓		NSW Health	x	x	x	x	x	x			NSW Ambulance	✓	✓	x	x	x	x			NSW DPI	x	x	x	x	x	x			NSW FACS	✓	✓	x	✓	✓	✓	✓	✓	NSW RFS	x	x	x	x	x	x		✓	NSW SES	✓	✓	✓	✓	✓		✓						
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Nymboida Wilderness Rescue	x	x	x	x	x			
Port Authority of NSW	✓	✓	x	✓	✓		✓	
RMS (Maritime)	x	x	x	x	x			
RMS (Roads)	x	x	x	x	x			
Surf Life Saving	✓	x	✓	✓	x			

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

Any other information can be held over until General Business

09	DISCUSSIONS		
09.01		<ul style="list-style-type: none"> • Introductions were made around the table. Discussion on general improvements 	
10	EMPLAN REVIEW		
		<ul style="list-style-type: none"> • EMPLAN review agreed needs to be updated. • Distribute to committee to review between now and next meeting. • Note change to structures & updates. • Look at CMGs and review – may need major overhaul. Changes to risk in CMGs. Possible workshops to complete CMGs. 	<p>Send out EMPLAN (updates) for consideration to committee.</p> <p>Action plan to be drafted and send out to committee.</p>
11	GENERAL BUSINESS		
	C Bond	Tony Nash (LEMO Byron Bay) – sad passing	Troy A – pass on condolences to LEMO Byron

	D Madden	SERCO – Observer role on LEMO	J Reid to make contact and facilitate the recruitment of a member (observer)
	T Anderson	SERCO Rep to make a presentation at the next LEMO meeting	Shane L to make contact and organise.
	J Reid	Overdue for emergency exercise at Grafton regional airport.	
	M Reed	Oil spill training conducted.	
	P Davidson	Invite other roles to meeting / events / training.	
	B Buckland	Advised committee of clash of Clarence June meeting with Kempsey LEMC.	
	Meeting Close	11:05am	
	Next Meeting	10:00am, 28 th October 2019	



LOCAL EMERGENCY MANAGEMENT COMMITTEE (LEMC)

CLARENCE VALLEY STRUCTURE

LEMC Members

LEMC Observers



