

# Clarence Valley Council (CVC)

Clarence Valley Local Emergency Management Committee (CV LEMC)



Monday 9 October 2023 – 10:00 am - 12:00 pm

Clarence Valley Council Chambers, 2 Prince St, Grafton and MS Teams

## Minutes of meeting - confirmed

**Attendance:** Adele McGeary – Clarence Valley Council (CVC) Chair, Jo Schultz – NSW Police (LEOCON), Robyn Monk – CVC (LEMO), Amanda Causley – Department of Communities & Justice (DCJ), Bree Hiatt – SERCO, Ruby Driscoll-dyer – Transport for NSW (TfNSW), Joanna Jones – State Emergency Service (SES), Kristine McDonald, – SES, Mark Sekulic – SES, Susan Chapple – SES, Stuart Watts- Rural Fire Service, Glen Byrnes – NSW Police (REMO), Maryanne Sewell – Health, Dan Madden – NSW Health, Greg Lewis – Fire & Rescue NSW (FRNSW), Elle May-Sullivan – Local Land Services (LLS), Catherine Pattison - LLS, Kieran McAndrew – NSW Reconstruction Authority (NSWRA), Scott Acton – NSW Ambulance (NSWA), Jim Bub - Surf Life Saving (SLS), Peter Sweetman - SLS, Leanne Gollan – DCJ, Nerida Evans – DCJ, Cheryl Dimmock – Iluka Community Organisation Planning for Emergencies (ICOPE) guest, Tony Belton – ICOPE (guest).

**Minutes:** Julie Wilks

| Item  |  | Discussion/ Comments  | Additional Notes  |
|-------|--|---|---|
| 01    | <b>Welcome</b>                         | Acknowledgement of Country  | Meeting commenced at 10:08am                            |
| 01.01 | <b>Apologies</b>                       | Lauren Kaloran – NSW Reconstruction Authority<br>Richard Garrels – NSW Police<br>Mark McGrath – Recovery Support Services (New School of Arts)<br>Tracy Forster - DCJ |   |
| 01.02 | <b>Quorum</b>                          | <b>Quorum: 12</b> (CV LEMC currently has 14 members and 14 observers)   | Total voting members at today LEMC, 12 – quorum reached |
| 02    | <b>LEMO Membership &amp; Structure</b> |   | <b>Additional Notes</b>                                 |

| 02.01         | The LEMC Structure was updated and disseminated to the LEMC membership. Where applicable it has been amended to include the below changes in LEMC representation.  | Peter Sweetman introduced Jim Bubb, recently appointed Zone Emergency Management Officer with SLS for the North & Far North Coast area. These are new roles for SLS, and Jim will advise of the finalised structure including LEMC representation once established.  |                          |       |                     |            |            |                |                 |               |                         |                                  |                          |  |
|---------------|--|--|--------------------------|-------|---------------------|------------|------------|----------------|-----------------|---------------|-------------------------|----------------------------------|--------------------------|--|
| 02.02         | <p>Outgoing LEMC Representatives:</p> <table border="1"> <thead> <tr> <th>NAME</th> <th>ORGANISATION</th> <th>TITLE</th> <th>MEMBER/<br/>OBSERVER</th> </tr> </thead> <tbody> <tr> <td></td> <td></td> <td></td> <td></td> </tr> </tbody> </table>   | NAME   | ORGANISATION             | TITLE | MEMBER/<br>OBSERVER |            |            |                |                 |               |                         |                                  |                          |  |
| NAME          | ORGANISATION   | TITLE  | MEMBER/<br>OBSERVER      |       |                     |            |            |                |                 |               |                         |                                  |                          |  |
|               |  |  |                          |       |                     |            |            |                |                 |               |                         |                                  |                          |  |
| 02.03         | <p>Incoming 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>Jo Schultz</td> <td>NSW Police</td> <td>Superintendent</td> <td>Member (LEOCON)</td> </tr> <tr> <td>Adele McGeary</td> <td>Clarence Valley Council</td> <td>Manager Strategic Infrastructure</td> <td>Member (Alternate Chair)</td> </tr> </tbody> </table> | NAME   | ORGANISATION             | TITLE | MEMBER/ OBSERVER    | Jo Schultz | NSW Police | Superintendent | Member (LEOCON) | Adele McGeary | Clarence Valley Council | Manager Strategic Infrastructure | Member (Alternate Chair) |  |
| NAME          | ORGANISATION   | TITLE  | MEMBER/ OBSERVER         |       |                     |            |            |                |                 |               |                         |                                  |                          |  |
| Jo Schultz    | NSW Police   | Superintendent   | Member (LEOCON)          |       |                     |            |            |                |                 |               |                         |                                  |                          |  |
| Adele McGeary | Clarence Valley Council  | Manager Strategic Infrastructure   | Member (Alternate Chair) |       |                     |            |            |                |                 |               |                         |                                  |                          |  |
| <b>03</b>     | <b>Confirmation of Previous LEMC Minutes</b>   | <b>Additional Notes</b>  |                          |       |                     |            |            |                |                 |               |                         |                                  |                          |  |
| 03.01         | Ordinary Meeting held Monday 17 July 2023 at Clarence Valley Council Chambers Prince St & via Microsoft Teams.   | <b>Mover:</b> Stuart Watts<br><b>Second:</b> Kieran McAndrew   |                          |       |                     |            |            |                |                 |               |                         |                                  |                          |  |
| 03.02         | <b>Outstanding action items:</b>   |  |                          |       |                     |            |            |                |                 |               |                         |                                  |                          |  |
|               | <b>25 July 2022</b> - Proposed Clarence Valley Recovery Supporting Plan in consultation with NSW Reconstruction Authority and Council and present to LEMC for endorsement.   | <b>In Progress</b> – Pre-event Recovery Plan working group Kieran McAndrew, Mark McGrath, Amanda Causley & Robyn Monk. At risk community profiles to be developed over the next few months.<br><br>The state recovery plan is under review & NSWRA will advise if there are any issues that might impact local planning. |                          |       |                     |            |            |                |                 |               |                         |                                  |                          |  |
|               | <b>28 November 2022</b> - SES to provide Council with preferred site options for flash flooding signage at the Cangai campground.  | <b>In Progress</b> – SES advised they have signage that may be appropriate for the site (see 17 July minutes – Item 10, general business). SES advise signage will be installed both ends of the camping ground and at the shop. Still awaiting approval before signage can be installed.                                |                          |       |                     |            |            |                |                 |               |                         |                                  |                          |  |
|               | <b>28 November 2022</b> - Review Landslip CMG in consultation with LEOCON to incorporate Pilot Hill strategy   | <b>In progress</b> – See item 07.01.   |                          |       |                     |            |            |                |                 |               |                         |                                  |                          |  |

| 04                           | LEMC Representative Reports (Agencies & Functional Areas)   | Additional Notes/Action Items |       |       |       |       |       |       |         |  |  |  |  |  |  |                         |  |  |  |  |   |   |                       |   |   |   |  |  |  |                  |  |  |  |  |  |  |                   |  |  |   |   |   |  |               |  |   |  |  |  |  |            |  |  |  |  |   |  |               |  |   |  |   |  |   |             |   |  |  |  |  |   |                              |   |  |  |  |   |  |         |   |  |   |  |   |   |         |  |  |  |  |   |  |                       |  |   |  |  |  |  |                   |  |  |  |   |  |  |                  |  |  |  |  |  |  |   |
|------------------------------|---|-------------------------------|-------|-------|-------|-------|-------|-------|---------|--|--|--|--|--|--|-------------------------|--|--|--|--|---|---|-----------------------|---|---|---|--|--|--|------------------|--|--|--|--|--|--|-------------------|--|--|---|---|---|--|---------------|--|---|--|--|--|--|------------|--|--|--|--|---|--|---------------|--|---|--|---|--|---|-------------|---|--|--|--|--|---|------------------------------|---|--|--|--|---|--|---------|---|--|---|--|---|---|---------|--|--|--|--|---|--|-----------------------|--|---|--|--|--|--|-------------------|--|--|--|---|--|--|------------------|--|--|--|--|--|--|---|
| 04.01                        | <p><b>Written Reports:</b> Table below indicated those received as 17 July 2023. Any issues identified in written reports to be raised by reporting agency.</p> <table border="1" data-bbox="219 199 1256 1383"> <thead> <tr> <th data-bbox="219 199 427 252">LEMO</th> <th data-bbox="427 199 566 252">4/22</th> <th data-bbox="566 199 705 252">7/22</th> <th data-bbox="705 199 844 252">11/22</th> <th data-bbox="844 199 983 252">03/23</th> <th data-bbox="983 199 1122 252">07/23</th> <th data-bbox="1122 199 1256 252">10/23</th> </tr> </thead> <tbody> <tr> <td data-bbox="219 252 427 304">Busways</td> <td data-bbox="427 252 566 304"></td> <td data-bbox="566 252 705 304"></td> <td data-bbox="705 252 844 304"></td> <td data-bbox="844 252 983 304"></td> <td data-bbox="983 252 1122 304"></td> <td data-bbox="1122 252 1256 304"></td> </tr> <tr> <td data-bbox="219 304 427 392">Clarence Valley Council</td> <td data-bbox="427 304 566 392"></td> <td data-bbox="566 304 705 392"></td> <td data-bbox="705 304 844 392"></td> <td data-bbox="844 304 983 392"></td> <td data-bbox="983 304 1122 392">✓</td> <td data-bbox="1122 304 1256 392">✓</td> </tr> <tr> <td data-bbox="219 392 427 480">Coffs Clarence Police</td> <td data-bbox="427 392 566 480">✓</td> <td data-bbox="566 392 705 480">✓</td> <td data-bbox="705 392 844 480">✓</td> <td data-bbox="844 392 983 480"></td> <td data-bbox="983 392 1122 480"></td> <td data-bbox="1122 392 1256 480"></td> </tr> <tr> <td data-bbox="219 480 427 568">Essential Energy</td> <td data-bbox="427 480 566 568"></td> <td data-bbox="566 480 705 568"></td> <td data-bbox="705 480 844 568"></td> <td data-bbox="844 480 983 568"></td> <td data-bbox="983 480 1122 568"></td> <td data-bbox="1122 480 1256 568"></td> </tr> <tr> <td data-bbox="219 568 427 655">Fire &amp; Rescue NSW</td> <td data-bbox="427 568 566 655"></td> <td data-bbox="566 568 705 655"></td> <td data-bbox="705 568 844 655">✓</td> <td data-bbox="844 568 983 655">✓</td> <td data-bbox="983 568 1122 655">✓</td> <td data-bbox="1122 568 1256 655"></td> </tr> <tr> <td data-bbox="219 655 427 708">Marine Rescue</td> <td data-bbox="427 655 566 708"></td> <td data-bbox="566 655 705 708">✓</td> <td data-bbox="705 655 844 708"></td> <td data-bbox="844 655 983 708"></td> <td data-bbox="983 655 1122 708"></td> <td data-bbox="1122 655 1256 708"></td> </tr> <tr> <td data-bbox="219 708 427 761">NSW Health</td> <td data-bbox="427 708 566 761"></td> <td data-bbox="566 708 705 761"></td> <td data-bbox="705 708 844 761"></td> <td data-bbox="844 708 983 761"></td> <td data-bbox="983 708 1122 761">✓</td> <td data-bbox="1122 708 1256 761"></td> </tr> <tr> <td data-bbox="219 761 427 849">NSW Ambulance</td> <td data-bbox="427 761 566 849"></td> <td data-bbox="566 761 705 849">✓</td> <td data-bbox="705 761 844 849"></td> <td data-bbox="844 761 983 849">✓</td> <td data-bbox="983 761 1122 849"></td> <td data-bbox="1122 761 1256 849">✓</td> </tr> <tr> <td data-bbox="219 849 427 901">NSW DPI/LLS</td> <td data-bbox="427 849 566 901">✓</td> <td data-bbox="566 849 705 901"></td> <td data-bbox="705 849 844 901"></td> <td data-bbox="844 849 983 901"></td> <td data-bbox="983 849 1122 901"></td> <td data-bbox="1122 849 1256 901">✓</td> </tr> <tr> <td data-bbox="219 901 427 989">Dept. of Community &amp; Justice</td> <td data-bbox="427 901 566 989">✓</td> <td data-bbox="566 901 705 989"></td> <td data-bbox="705 901 844 989"></td> <td data-bbox="844 901 983 989"></td> <td data-bbox="983 901 1122 989">✓</td> <td data-bbox="1122 901 1256 989"></td> </tr> <tr> <td data-bbox="219 989 427 1042">NSW RFS</td> <td data-bbox="427 989 566 1042">✓</td> <td data-bbox="566 989 705 1042"></td> <td data-bbox="705 989 844 1042">✓</td> <td data-bbox="844 989 983 1042"></td> <td data-bbox="983 989 1122 1042">✓</td> <td data-bbox="1122 989 1256 1042">✓</td> </tr> <tr> <td data-bbox="219 1042 427 1094">NSW SES</td> <td data-bbox="427 1042 566 1094"></td> <td data-bbox="566 1042 705 1094"></td> <td data-bbox="705 1042 844 1094"></td> <td data-bbox="844 1042 983 1094"></td> <td data-bbox="983 1042 1122 1094">✓</td> <td data-bbox="1122 1042 1256 1094"></td> </tr> <tr> <td data-bbox="219 1094 427 1182">Port Authority of NSW</td> <td data-bbox="427 1094 566 1182"></td> <td data-bbox="566 1094 705 1182">✓</td> <td data-bbox="705 1094 844 1182"></td> <td data-bbox="844 1094 983 1182"></td> <td data-bbox="983 1094 1122 1182"></td> <td data-bbox="1122 1094 1256 1182"></td> </tr> <tr> <td data-bbox="219 1182 427 1270">Transport for NSW</td> <td data-bbox="427 1182 566 1270"></td> <td data-bbox="566 1182 705 1270"></td> <td data-bbox="705 1182 844 1270"></td> <td data-bbox="844 1182 983 1270">✓</td> <td data-bbox="983 1182 1122 1270"></td> <td data-bbox="1122 1182 1256 1270"></td> </tr> <tr> <td data-bbox="219 1270 427 1383">Surf Life Saving</td> <td data-bbox="427 1270 566 1383"></td> <td data-bbox="566 1270 705 1383"></td> <td data-bbox="705 1270 844 1383"></td> <td data-bbox="844 1270 983 1383"></td> <td data-bbox="983 1270 1122 1383"></td> <td data-bbox="1122 1270 1256 1383"></td> </tr> </tbody> </table> | LEMO                          | 4/22  | 7/22  | 11/22 | 03/23 | 07/23 | 10/23 | Busways |  |  |  |  |  |  | Clarence Valley Council |  |  |  |  | ✓ | ✓ | Coffs Clarence Police | ✓ | ✓ | ✓ |  |  |  | Essential Energy |  |  |  |  |  |  | Fire & Rescue NSW |  |  | ✓ | ✓ | ✓ |  | Marine Rescue |  | ✓ |  |  |  |  | NSW Health |  |  |  |  | ✓ |  | NSW Ambulance |  | ✓ |  | ✓ |  | ✓ | NSW DPI/LLS | ✓ |  |  |  |  | ✓ | Dept. of Community & Justice | ✓ |  |  |  | ✓ |  | NSW RFS | ✓ |  | ✓ |  | ✓ | ✓ | NSW SES |  |  |  |  | ✓ |  | Port Authority of NSW |  | ✓ |  |  |  |  | Transport for NSW |  |  |  | ✓ |  |  | Surf Life Saving |  |  |  |  |  |  | <p>Issues/action items arising from reports:</p> <p>Nil specific issues raised in reports received from Agencies &amp; Functional areas.</p> <p>LEMO invited issues for discussion from agencies/functional areas who had not yet submitted a report:</p> <p>FRNSW advised will submit their report as a late report due to their focus providing support for current fire activity. Notified the committee that they are currently experiencing staff shortage issues and challenges keeping all stations on line.</p> |
| LEMO                         | 4/22  | 7/22                          | 11/22 | 03/23 | 07/23 | 10/23 |       |       |         |  |  |  |  |  |  |                         |  |  |  |  |   |   |                       |   |   |   |  |  |  |                  |  |  |  |  |  |  |                   |  |  |   |   |   |  |               |  |   |  |  |  |  |            |  |  |  |  |   |  |               |  |   |  |   |  |   |             |   |  |  |  |  |   |                              |   |  |  |  |   |  |         |   |  |   |  |   |   |         |  |  |  |  |   |  |                       |  |   |  |  |  |  |                   |  |  |  |   |  |  |                  |  |  |  |  |  |  |   |
| Busways                      |   |                               |       |       |       |       |       |       |         |  |  |  |  |  |  |                         |  |  |  |  |   |   |                       |   |   |   |  |  |  |                  |  |  |  |  |  |  |                   |  |  |   |   |   |  |               |  |   |  |  |  |  |            |  |  |  |  |   |  |               |  |   |  |   |  |   |             |   |  |  |  |  |   |                              |   |  |  |  |   |  |         |   |  |   |  |   |   |         |  |  |  |  |   |  |                       |  |   |  |  |  |  |                   |  |  |  |   |  |  |                  |  |  |  |  |  |  |   |
| Clarence Valley Council      |   |                               |       |       | ✓     | ✓     |       |       |         |  |  |  |  |  |  |                         |  |  |  |  |   |   |                       |   |   |   |  |  |  |                  |  |  |  |  |  |  |                   |  |  |   |   |   |  |               |  |   |  |  |  |  |            |  |  |  |  |   |  |               |  |   |  |   |  |   |             |   |  |  |  |  |   |                              |   |  |  |  |   |  |         |   |  |   |  |   |   |         |  |  |  |  |   |  |                       |  |   |  |  |  |  |                   |  |  |  |   |  |  |                  |  |  |  |  |  |  |   |
| Coffs Clarence Police        | ✓   | ✓                             | ✓     |       |       |       |       |       |         |  |  |  |  |  |  |                         |  |  |  |  |   |   |                       |   |   |   |  |  |  |                  |  |  |  |  |  |  |                   |  |  |   |   |   |  |               |  |   |  |  |  |  |            |  |  |  |  |   |  |               |  |   |  |   |  |   |             |   |  |  |  |  |   |                              |   |  |  |  |   |  |         |   |  |   |  |   |   |         |  |  |  |  |   |  |                       |  |   |  |  |  |  |                   |  |  |  |   |  |  |                  |  |  |  |  |  |  |   |
| Essential Energy             |   |                               |       |       |       |       |       |       |         |  |  |  |  |  |  |                         |  |  |  |  |   |   |                       |   |   |   |  |  |  |                  |  |  |  |  |  |  |                   |  |  |   |   |   |  |               |  |   |  |  |  |  |            |  |  |  |  |   |  |               |  |   |  |   |  |   |             |   |  |  |  |  |   |                              |   |  |  |  |   |  |         |   |  |   |  |   |   |         |  |  |  |  |   |  |                       |  |   |  |  |  |  |                   |  |  |  |   |  |  |                  |  |  |  |  |  |  |   |
| Fire & Rescue NSW            |   |                               | ✓     | ✓     | ✓     |       |       |       |         |  |  |  |  |  |  |                         |  |  |  |  |   |   |                       |   |   |   |  |  |  |                  |  |  |  |  |  |  |                   |  |  |   |   |   |  |               |  |   |  |  |  |  |            |  |  |  |  |   |  |               |  |   |  |   |  |   |             |   |  |  |  |  |   |                              |   |  |  |  |   |  |         |   |  |   |  |   |   |         |  |  |  |  |   |  |                       |  |   |  |  |  |  |                   |  |  |  |   |  |  |                  |  |  |  |  |  |  |   |
| Marine Rescue                |   | ✓                             |       |       |       |       |       |       |         |  |  |  |  |  |  |                         |  |  |  |  |   |   |                       |   |   |   |  |  |  |                  |  |  |  |  |  |  |                   |  |  |   |   |   |  |               |  |   |  |  |  |  |            |  |  |  |  |   |  |               |  |   |  |   |  |   |             |   |  |  |  |  |   |                              |   |  |  |  |   |  |         |   |  |   |  |   |   |         |  |  |  |  |   |  |                       |  |   |  |  |  |  |                   |  |  |  |   |  |  |                  |  |  |  |  |  |  |   |
| NSW Health                   |   |                               |       |       | ✓     |       |       |       |         |  |  |  |  |  |  |                         |  |  |  |  |   |   |                       |   |   |   |  |  |  |                  |  |  |  |  |  |  |                   |  |  |   |   |   |  |               |  |   |  |  |  |  |            |  |  |  |  |   |  |               |  |   |  |   |  |   |             |   |  |  |  |  |   |                              |   |  |  |  |   |  |         |   |  |   |  |   |   |         |  |  |  |  |   |  |                       |  |   |  |  |  |  |                   |  |  |  |   |  |  |                  |  |  |  |  |  |  |   |
| NSW Ambulance                |   | ✓                             |       | ✓     |       | ✓     |       |       |         |  |  |  |  |  |  |                         |  |  |  |  |   |   |                       |   |   |   |  |  |  |                  |  |  |  |  |  |  |                   |  |  |   |   |   |  |               |  |   |  |  |  |  |            |  |  |  |  |   |  |               |  |   |  |   |  |   |             |   |  |  |  |  |   |                              |   |  |  |  |   |  |         |   |  |   |  |   |   |         |  |  |  |  |   |  |                       |  |   |  |  |  |  |                   |  |  |  |   |  |  |                  |  |  |  |  |  |  |   |
| NSW DPI/LLS                  | ✓   |                               |       |       |       | ✓     |       |       |         |  |  |  |  |  |  |                         |  |  |  |  |   |   |                       |   |   |   |  |  |  |                  |  |  |  |  |  |  |                   |  |  |   |   |   |  |               |  |   |  |  |  |  |            |  |  |  |  |   |  |               |  |   |  |   |  |   |             |   |  |  |  |  |   |                              |   |  |  |  |   |  |         |   |  |   |  |   |   |         |  |  |  |  |   |  |                       |  |   |  |  |  |  |                   |  |  |  |   |  |  |                  |  |  |  |  |  |  |   |
| Dept. of Community & Justice | ✓   |                               |       |       | ✓     |       |       |       |         |  |  |  |  |  |  |                         |  |  |  |  |   |   |                       |   |   |   |  |  |  |                  |  |  |  |  |  |  |                   |  |  |   |   |   |  |               |  |   |  |  |  |  |            |  |  |  |  |   |  |               |  |   |  |   |  |   |             |   |  |  |  |  |   |                              |   |  |  |  |   |  |         |   |  |   |  |   |   |         |  |  |  |  |   |  |                       |  |   |  |  |  |  |                   |  |  |  |   |  |  |                  |  |  |  |  |  |  |   |
| NSW RFS                      | ✓   |                               | ✓     |       | ✓     | ✓     |       |       |         |  |  |  |  |  |  |                         |  |  |  |  |   |   |                       |   |   |   |  |  |  |                  |  |  |  |  |  |  |                   |  |  |   |   |   |  |               |  |   |  |  |  |  |            |  |  |  |  |   |  |               |  |   |  |   |  |   |             |   |  |  |  |  |   |                              |   |  |  |  |   |  |         |   |  |   |  |   |   |         |  |  |  |  |   |  |                       |  |   |  |  |  |  |                   |  |  |  |   |  |  |                  |  |  |  |  |  |  |   |
| NSW SES                      |   |                               |       |       | ✓     |       |       |       |         |  |  |  |  |  |  |                         |  |  |  |  |   |   |                       |   |   |   |  |  |  |                  |  |  |  |  |  |  |                   |  |  |   |   |   |  |               |  |   |  |  |  |  |            |  |  |  |  |   |  |               |  |   |  |   |  |   |             |   |  |  |  |  |   |                              |   |  |  |  |   |  |         |   |  |   |  |   |   |         |  |  |  |  |   |  |                       |  |   |  |  |  |  |                   |  |  |  |   |  |  |                  |  |  |  |  |  |  |   |
| Port Authority of NSW        |   | ✓                             |       |       |       |       |       |       |         |  |  |  |  |  |  |                         |  |  |  |  |   |   |                       |   |   |   |  |  |  |                  |  |  |  |  |  |  |                   |  |  |   |   |   |  |               |  |   |  |  |  |  |            |  |  |  |  |   |  |               |  |   |  |   |  |   |             |   |  |  |  |  |   |                              |   |  |  |  |   |  |         |   |  |   |  |   |   |         |  |  |  |  |   |  |                       |  |   |  |  |  |  |                   |  |  |  |   |  |  |                  |  |  |  |  |  |  |   |
| Transport for NSW            |   |                               |       | ✓     |       |       |       |       |         |  |  |  |  |  |  |                         |  |  |  |  |   |   |                       |   |   |   |  |  |  |                  |  |  |  |  |  |  |                   |  |  |   |   |   |  |               |  |   |  |  |  |  |            |  |  |  |  |   |  |               |  |   |  |   |  |   |             |   |  |  |  |  |   |                              |   |  |  |  |   |  |         |   |  |   |  |   |   |         |  |  |  |  |   |  |                       |  |   |  |  |  |  |                   |  |  |  |   |  |  |                  |  |  |  |  |  |  |   |
| Surf Life Saving             |   |                               |       |       |       |       |       |       |         |  |  |  |  |  |  |                         |  |  |  |  |   |   |                       |   |   |   |  |  |  |                  |  |  |  |  |  |  |                   |  |  |   |   |   |  |               |  |   |  |  |  |  |            |  |  |  |  |   |  |               |  |   |  |   |  |   |             |   |  |  |  |  |   |                              |   |  |  |  |   |  |         |   |  |   |  |   |   |         |  |  |  |  |   |  |                       |  |   |  |  |  |  |                   |  |  |  |   |  |  |                  |  |  |  |  |  |  |   |

|                              |   |   |  |  |   |  |   |  |  |
|------------------------------|---|---|--|--|---|--|---|--|--|
|                              | <table border="1" data-bbox="219 33 1256 150"> <tr> <td data-bbox="219 33 427 150">NSW Reconstruction Authority</td> <td data-bbox="427 33 566 150"></td> <td data-bbox="566 33 705 150"></td> <td data-bbox="705 33 844 150"></td> <td data-bbox="844 33 983 150"></td> <td data-bbox="983 33 1122 150">✓</td> <td data-bbox="1122 33 1256 150"></td> </tr> </table> <p data-bbox="219 204 1361 264"><b>Verbal Reports:</b> will not generally be accepted unless allowed by the Chair. If they are accepted, they will follow the same format as written reports, detailing:</p> <ul data-bbox="264 280 853 469" style="list-style-type: none"> <li>• Emergency Plans/Procedures</li> <li>• Community Emergency Education campaigns</li> <li>• Staffing or assets changes</li> <li>• Emergency Exercises/Training</li> <li>• Emergency Response activities</li> <li>• Issues for LEMC discussion</li> </ul> <p data-bbox="219 475 949 499">Any other information can be held over until General Business</p>  | NSW Reconstruction Authority  |  |  |   |  | ✓ |  |  |
| NSW Reconstruction Authority |   |   |  |  | ✓ |  |   |  |  |
| 05                           | ICOPE update  | Additional Notes/Action Items   |  |  |   |  |   |  |  |
| 05.01                        | <p data-bbox="219 568 1099 596">Progress of ICOPE &amp; Community Managed Evacuation Centre action plan.</p> <p data-bbox="219 651 1379 895"><b>Discussion:</b> ICOPE celebrated its 1<sup>st</sup> anniversary this week. Their priority objectives are refining the ICOPE action plan and Process and Procedures of the Community Managed Evacuation Centre (CMEC). They are working on developing documentation that outlines positions and roles for volunteers and equipping the CMEC for activation. ICOPE was successful with a grant application for \$22,342 to spent on CMEC equipment such as bedding, lighting, UHF radios and base station radio, etc. This equipment is being stored at the centre, but Committee is working with Council to have a permanent site for storage. An exercise was conducted to set up the evacuation centre, which was vey successful.</p> <p data-bbox="219 911 1379 999">The Iluka Community Hall has been audited and endorsed as an evacuation centre by the LEMC. ICOPE Volunteers have undertaken training with Red Cross, including training in the Register.Find.Reunite process.</p> <p data-bbox="219 1015 1379 1070">ICOPE plan to run exercises every three to four months followed by a SWOT analysis to identify areas of improvement. The next drill is planned to be at Club Iluka.</p> <p data-bbox="219 1086 1379 1206">ICOPEs other focus is community connectedness. They have received grant funding to hold community parties, launch a website and run balance connection, a program for older adults. This grant also provided the funds to install an AED onsite and air conditioning in the front section of the hall.</p> <p data-bbox="219 1222 1379 1310">Once website up and running a calendar of events will be available to the public. The next ICOPE meeting will be held on 11 October 2023 at 10:00am which includes first anniversary celebration off ICOPE.</p> <p data-bbox="219 1326 1099 1350">Amanda and Robyn to meet with ICOPE offline to discuss set up of CMEC.</p> | <p data-bbox="1406 651 2096 738"><b>ACTION:</b> Robyn Monk will arrange an offline meeting with DCJ and ICOPE to discuss the CMEC action plan &amp; its integration with current WELFAC arrangements.</p> |  |  |   |  |   |  |  |

| 06    | Lawrence Golf Club Evacuation Centre   | Additional Notes/Action Items   |
|-------|--|---|
| 06.01 | <p>Presentation of the Lawrence Golf Club &amp; Copmanhurst &amp; District War Memorial Hall evacuation centre audits for endorsement &amp; inclusion in EMPLAN.</p> <p><b>Discussion:</b> Both sites have been audited and the evacuation centre summary completed. Both audits were circulated prior to the meeting and Robyn Monk is seeking endorsement of these sites by the committee for inclusion in the Clarence Valley EMPLAN.</p> <p>DCJ raised a query regarding the number of toilet facilities available at the Lawrence Golf Club. SES advised that during a recent visit, they were made aware that a toilet and shower block is being constructed at the site which will include disabled toilet facilities.</p> <p>Robyn advised that she will review the site with DCJ once amenities are completed. They will also review the Grafton Golf Club following completion of renovations.</p> <p>Robyn pointed out that the site map for the Lawrence Golf Club has been updated since the original circulated document to incorporate the 2022 Lower Clarence Flood Modelling recently adopted by Clarence Valley Council.</p> <p>Copmanhurst War Memorial Hall and Lawrence Golf Club were endorsed by the Committee as evacuation centres.</p>     | <p><b>ACTION:</b> Robyn Monk will update all other evacuation centre audits to reflect the 2022 Lower Clarence Flood Modelling as required.</p>   |
| 07    | Consequence Management Guides (CMG)  | Additional Notes/Action Items   |
| 07.01 | <p>Landslip CMG – Pilot Hill</p> <p><b>Discussion:</b> During the last LEMC meeting &amp; review of the hazards &amp; Risks summary, Pilot Hill was identified as a high risk landslip site requiring a separate CMG. In accordance with the Yamba Coastline Interim Emergency Strategy 2021, CVC monitor antecedent rainfall and groundwater levels at the site and notify property owners when orange &amp; red level alert triggers are met. All information regarding Council's alert procedure, at risk property addresses &amp; maximum occupation are listed. The Pacific Hotel is one of the properties which has accommodation, restaurant and public bar, so numbers can vary. Police to investigate licencing requirements for the Pacific Hotel for inclusion in the CMG.</p> <p>Once received, licencing numbers will be included in CMG &amp; presented again for endorsement.</p> <p>Following the Hazards &amp; Risks review at the last LEMC meeting, Robyn Monk suggested abandoning the previous agreed CMG review schedule &amp; replace with a new plan based on this review.</p> <p>SLS raised concerns regarding the access road and Yamba Surf Club during orange &amp; red alerts and asked about Councils actions in relation to this.</p> | <p><b>ACTION:</b> Jo Schultz to enquire about licencing numbers for inclusion in CMG.</p> <p><b>ACTION:</b> Robyn Monk will add licencing numbers to the Pilot Hill CMG and present for endorsement at the next meeting.</p> <p><b>ACTION:</b> Robyn Monk will formulate a CMG review plan for endorsement at the next LEMC meeting.</p> <p><b>ACTION:</b> Robyn Monk to follow up on Yamba SLS closures during orange &amp; red alerts per Peter Sweetman's enquiry.</p> |

| 08    | TfNSW presentation  | Additional Notes/Action Items   |
|-------|---|---|
| 08.01 | <p>Bawden Bridge Project</p> <p><b>Discussion:</b> Transport advised that Bawden bridge is expected to close for approximately 2 weeks for re-building &amp; re-paving. Looking for feedback from emergency service agencies on consequences of this closure. The proposed detour is via Old Glen Innes Road which will be a 90-minute detour. Pedestrian access only will be available during the closure. Currently looking at conducting works being during the second quarter of the year. Transport will forward information.</p>  | <p><b>ACTION:</b> TfNSW will forward community consultation information to LEMO for dissemination to the LEMC for feedback submissions.</p>   |
| 09    | Proposed LEMC dates for 2024  | Additional Notes/Action Items   |
| 09.01 | <p>Proposed LEMC meeting dates of 26 February, 24 June &amp; 14 October 2024 (4<sup>th</sup> Mon, except October) or 4 March, 1 July &amp; 14 October (1st Mon Month, except October).<br/>2024 REMC dates 20 March, 17 July &amp; 16 October</p>   | <p><b>ACTION:</b> Robyn Monk will disseminate proposed 2024 dates with members to review and advise of preferred dates within 2 weeks.</p>  |
| 10    | General Business  | Additional Notes/Action Items   |
| 10.01 | <p>RFS advised they are being kept busy with current conditions.</p> <p>Police advised of a restructure within the region with Jo Schultz appointed as the Deputy REOCON and Clarence Valley LEOCON. Following a review of Inspectors, the proposed appointment of two alternate LEOCONS has been adopted. Richard Garrels has been appointed as one of two alternate LEOCONS with confirmation of the second later in the year.</p> <p>Police are currently updating procedures for working with RFS during bush fires and staffing arrangements during emergencies. Also working on public order matters relating to the voice referendum and the Israel conflict.</p> <p>Ambulance advised planning is underway for the holiday peak including schoolies and Christmas, as well as other events such as Jacaranda festival.</p> <p>SERCO offered to host a LEMC meeting at the Avenue Rd, Lavadia site with a tour following. The LEMC welcomed the offer and will relay LEMC dates once determined.</p> <p>SES have recruited over 35 staff across Grafton and Goonellabah since the split of zones earlier in the year. The Clarence Valley Flood Sub Plans Vol. 1 is complete &amp; endorsed, Vol. 2 is under review currently and will be disseminated to the LEMC later this year for comment. Vol. 3 will follow next year once SES incorporate the 2022 Lower Clarence flood study in incorporated into their planning. Multiagency exercises on flood rescue and dam failure have been undertaken &amp; SES are looking for opportunities to conduct an exercise in the Clarence Valley. Tsunami Plan up for</p> | <p><b>ACTION:</b> Robyn Monk will notify SERCO of the adopted LEMC dates for 2024.</p> <p><b>ACTION:</b> Robyn Monk will circulate Vol. 2 for review &amp; comment when SES advise it is ready.</p> |

|       |   |  |
|-------|---|--|
|       | <p>endorsement at State level. In the process of appointing Unit commanders for the next two years, with one appointed at Copmanhurst.</p> <p>NSW Reconstruction Authority are embarking on a community outreach program across flood impacted areas to get feedback on the recovery journey. This process will occur in the Clarence Valley area from 4-6 December. Kieran will provide an update at the next meeting.</p> <p>A new emergency management team has been set up at SLS and will be work through developing a task force for flood response &amp; recovery in collaboration with other agencies.</p> <p>TfNSW advise One Road have a new team dedicated to the site. A roll out of extra licences for Councils is currently being offered during times of emergency. Information will be disseminated to Council &amp; LEMC members shortly.</p> <p>FRNSW report a review fire fatality at Palm Lakes Resort, Yamba on 27 June 2023 has raised several issues including security gate access and updating of emergency site procedures. Suggested Council involve licencing requirements for developments with gated communities.</p> <p>NSW Health advise they are focus on summer preparedness including schoolies and Christmas holiday period. They note that historically a list of events across region was circulated and aided in preparedness planning. Note fire ants heading South with presentations at hospitals more likely. Queried the process for DPI/LLS notification of infestations or any incidents to be reported to Health.</p> <p>Regional Emergency Management Officer informed that Emergency Management Training will resume shortly. Dates are now available <a href="https://www.nsw.gov.au/rescue-and-emergency-management/training">https://www.nsw.gov.au/rescue-and-emergency-management/training</a>.</p> |  |
| 11    | <b>Meeting Close / Next Meeting</b>   |  |
| 11.01 | Next meeting 10:00 am TBC   | Clarence Valley Council Chambers, 2 prince St, Grafton |
| 11.02 | <b>Meeting Close</b> 11:27am  |  |

**Action Items:**

| <b>Date requested:</b>  | <b>Outstanding action Items:</b>  | <b>Who:</b>                  | <b>Completion:</b> |
|-------------------------|---|------------------------------|--------------------|
| <b>25 July 2022</b>     | Progress proposed Clarence Valley Recovery Supporting Plan in consultation with NSW Reconstruction Authority and Council and present to LEMC for endorsement. | Robyn Monk                   | TBC                |
| <b>28 November 2022</b> | Cangai Campground flash flooding signage.   | SES, Clarence Valley Council | TBC                |
| <b>28 November 2022</b> | Review Landslip CMG in consultation with LEOCON to incorporate Pilot Hill strategy.   | Robyn Monk, LEOCON           | March 2024         |

**New Action Items**

| <b>Date requested:</b> | <b>New action Items:</b>  | <b>Who:</b>        | <b>Completion:</b> |
|------------------------|---|--------------------|--------------------|
| <b>9 October 2023</b>  | Arrange an offline meeting with DCJ and ICOPE to discuss the CMEC action plan & its integration with current WELFAC arrangements. | Robyn Monk         | By next meeting    |
| <b>9 October 2023</b>  | Update evacuation centre audits to reflect the 2022 Lower Clarence Flood Modelling where required.                                | Robyn Monk         | ASAP               |
| <b>9 October 2023</b>  | Obtain licencing numbers for the Pacific Hotel Yamba  | Jo Schultz         | By February 2024   |
| <b>9 October 2023</b>  | Include licencing numbers in the Pilot Hill CMG and present for endorsement at the next meeting.                                  | Robyn Monk         | By next meeting    |
| <b>9 October 2023</b>  | Develop CMG review based on Hazards & Risks assessment included in the endorsed Clarence Valley EMPLAN                            | Robyn Monk         | By next meeting    |
| <b>9 October 2023</b>  | Follow up on Yamba SLS closures during orange & red alerts per Peter Sweetman's enquiry.  | Robyn Monk         | ASAP               |
| <b>9 October 2023</b>  | TfNSW to forward community consultation information to LEMO for dissemination to the LEMC for feedback submissions.               | TfNSW & Robyn Monk | ASAP               |
| <b>9 October 2023</b>  | LEMO to disseminate proposed LEMC dates for 2024 for feedback by 1 November 2023.   | Robyn Monk         | ASAP               |
| <b>9 October 2023</b>  | Notify SERCO of 2024 LEMC dates to plan site visit & LEMC meeting at Avenue Rd, Lavadia.  | Robyn Monk         | 1 November 2023    |
| <b>9 October 2023</b>  | LEMO will circulate CV Flood subplan for comment once review is completed.  | Robyn Monk         | TBC                |