

Municipal Emergency Management Planning Committee Minutes

Date:	13 June, 2019	Time	12.00pm – 2.00pm	Venue:	Martin Hynes Auditorium
Chair:	Cr Greg McAdam			Minutes:	Sharon Clutterbuck
Attendees					
	Rhassel Mhasho, SGSC	Richard Curwell, Regional Roads Victoria	Gerard Kelly, Victoria Police	Phil Benbow, Ambulance Victoria	
Netta Hill, VCC EMM	Pauline Porter, SGSC	Don Robertson	Dennis Hilder, Red Cross	Judy Nichols, Red Cross	
Clare Mintern, Vic SES	Bruce Farquharson, SGSC	Cr Greg McAdam, SGSC	Sharon Clutterbuck, SGSC	Pauline Porter, SGSC	

	Item	Action and Agreements	By Who	By When
1.	Welcome, introductions and apologies:	Apologies – Phil Kuhne, Michael Davies, Andrew Goodsell, SGSC, Susannah Milne, Jo Brown That the apologies be received Moved: Dennis Hilder Seconded: Don Robertson Carried	Chair	
2.	Confirmation of the previous MEMPC minutes – Meeting Held 4 March, 2019	Distributed via email 10 May, 2019 That the minutes of the meeting held on 4 March, 2019 be received as a true and correct record Moved: Don Robertson Seconded Clare Mintern Carried	Chair	Attachment
3.	Standing Agenda Items:			
3.1	MEMP Audit Updates:	Municipal Emergency Management Plans have a requirement to go through an audit process carried out by SES. Clare Mintern representing the SES was invited to present certification of completion to Chair.	Bruce Farquharson	
3.2	Revision of parts of the MEMP	Continual revision required. Suggestion to put the following on website: <ul style="list-style-type: none"> • MEMP in current form. 		

		<ul style="list-style-type: none"> • Draft Flood Emergency Plan. • Fire Emergency Management Plan. 		
4.	New Agenda Items:			
4.1	Climate change and community resilience	Presentation to be rescheduled due to apology from Jo Brown.	Jo Brown SG PCP	
4.2	Flood investigation reports	<p>In 2012 GHCSA conducted Hamilton Flood Study. Council Meeting held on 12 June, 2018 adopted Hamilton Flood Study which will now be introduced into the Planning Scheme. The study contained a number of recommendations around flood monitoring, sharing information with agencies, safety around Lake Hamilton dam and community awareness programs. Main purpose of presenting report to Council was to enable process for planning scheme amendment to begin.</p> <p>Coleraine Flood Investigation report was finalised in early 2019 and was adopted at the Council Meeting on 12 June, 2019 for inclusion in the Planning Scheme.</p> <p>SES are particularly concerned about lack of warning time for Coleraine. Council have met with Bureau of Meteorology who have provided a number of recommendations. Funding of gauges to improved warning time has been discussed.</p> <p>First step to include into planning scheme, then looking at options for innovative solutions within budget constraints. Concerns around financial implications for things that are not legislated.</p>	Bruce Farquharson	
4.3	Relief and Recovery planning	<p>At last meeting (held on 4 March), Agenda item listed Adoption of Draft Relief and Recovery Plan which was produced last year. Some concerns were raised and consequently some additional work with the intent of improving the draft was undertaken.</p> <p>Emergency Recovery Manager, Emergency Management Officer and Phil Kuhne from DHHS have looked at the plan and the recommendation is that rather than have a relief and recovery plan, there should be a handbook (which contains more detailed local information).</p> <p>First draft currently being prepared by Phil Kuhne, DHHS</p> <p>Document will be circulated to committee prior to further discussion.</p>	Bruce F and Susannah M	

4.4	Cox St Hamilton project and traffic changes.	<p>St John Lees, Works Manager at SGSC and Pratap Saptoka, Project Engineer attended to provide an update on Cox Street project. Detailed engineering plans completed and currently to market on the construction tender for widening of road.</p> <p>Due to the work, number of traffic diversions required. Contractor to be advised that two lanes of traffic must be open at all times. Heavy vehicles to be diverted around Hamilton. Some modifications required to intersections on alternate routes to accommodate heavy vehicles. There will be exceptions for heavy vehicles that have to travel into the CBD.</p> <p>With respect to emergency services irrespective of what is planned for construction site, standing order with construction teams to allow all emergency services vehicles through.</p>	StJohn Lees SGSC	
5.	Other Business:			
5.1	Agency Updates/Reports	<p>SES - Currently doing some work with SGSC to nominate some locations for the installation of gauge boards around Hamilton. Emergency app starting in south west Victoria to collate information during emergencies events. Currently being trialled in Geelong then available in south west.</p> <p>Gauge boards have been ordered for Hamilton.</p> <p>SES to organise briefing on emergency app after trail has finished in Geelong.</p> <p>Regional Roads Victoria – nothing to report. Business as usual.</p> <p>Chair raised query around installation of light up 40km speed signs on Coleraine Road around Baimbridge College – issue should be logged with safety department at Warrnambool.</p> <p>Vic Police – business as usual. New Inspector for Southern Grampians/Glenelg region.</p> <p>Ambulance Victoria – Influenza season very serious. Message around the importance of vaccinations to continue. Potential for second strain.</p>	All	

		<p>VCC Emergencies Ministry (VCC EM)</p> <ul style="list-style-type: none"> • Training for volunteers in Hamilton held in April • Question about plans for exercise later in 2019. For discussion at next meeting <p>Don Robertson</p> <ul style="list-style-type: none"> • Connect GH website – weather station information • www.connectgh.com.au <p>Red Cross</p> <ul style="list-style-type: none"> • Extensive recruitment over April/May. • 11 new volunteers in region. • Training programs currently being held • Attended fires in May in Gippsland. • Recovery outreach support provided • April/May – attendance at 3 vigils. • Keen to continue to liaise with Council about non major emergencies response and what red cross is able to deliver. <p>Emergency Management Officer</p> <ul style="list-style-type: none"> • Municipal Fire Management Plan approved at Council meeting on 12 June. • Across the state, MAV and State Government are looking at Councils role in emergencies. SGSC is participating in that review. First phase looked at existing roles, current phase is looking at capacity. • Flood sandbagging training in Coleraine – involved SES, CFA, SGSC. • Report to be prepared on Legislative changes for next meeting. Will involve reconstitution of committee at the end of 2020. • Council received briefing re safety upgrades across the state. (speed limit activation) being rolled out across the state (eg intersection at Peshurst/Cavendish Road on Glenelg Highway). Speed limit on highway drops as cars approach intersection. Audible tactile lines being put on every Vicroads road. • Initial discussions held with VicPol around funding for community safety installation of cameras across the Shire. Report on application for funding to be prepared for next meeting. If application for funding is prepared prior to next meeting then letters of support can be requested outside of meeting. Committee agreed with providing letters of support 		
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		to assist with application. Meeting closed 1.50pm		
5.2	Next Meeting:	Date: Thursday 5 September, 2019 (TBC)	Time: 12.00pm	Venue: MJH Auditorium