

# Wagait Shire Emergency Management Recovery Committee

## Minutes

### Meeting Date

14 October 2015 at 6.30pm

### Venue

Wagait Shire Community Centre

### Attendance

Chris Tyzack, Lorna Manning, Kim Dye, Deborah Allen, Fred Gillis, Peter Clee, Ian Hinchliffe,

### Apologies

Nic Barclay, Barry Demasson, Lisa Marie Stones

### Previous Minutes

Minutes of meeting 9 September 2015 agreed.

### Business Arising/Action arising from previous minutes

- Resource list to be updated and circulated – Chris - done
- Terms of reference updated and circulated – Further discussion occurred regarding the need for a quorum during operational times compared with general meetings and it was agreed the TOR would be further amended – Chris amended and recirculated
- Sat phones to next meeting – CEO
- A4 size community maps at meeting - Chris

### General Business

The Terms of Reference were presented to the meeting and all agreed with the proposed amendments. These will be provided to the CEO to place on web site.

Fred raised the need for suitable fuel supply for the generators and cautioned about the storage of diesel and how this could be managed.

Chris advised the meeting that the previous 2 years committee minutes had been given to CEO on a USB stick for up load onto the council web.

CEO (Deb) also advised the council web page now carried a special page for emergency management and encouraged all to review in light of what we want on the page and in the brochure we have discussed. <http://wagait.nt.gov.au/emergency-services/>. All encouraged to have a look.

The new satellite phones were made available for the committee to try. It was noted that when dialling you need to include the international code at the beginning of the number eg +61. It was suggested they be placed on assets register and signed out when in use. It was also suggested that on the small card attached to each you have a sample of the dialling requirements. The phones still need numbers programmed in and volunteers will be asked at next meeting. All the standard phone contacts on the recovery committee resource list should be added.

The group then had a discussion about mapping of Wagait residents who may need some extra support (are vulnerable) in the event of an emergency. This also lead to a discussion of the value of the small local phone book. Fred will follow up and advise.

Chris presented a one page statement aimed at defining those who may be vulnerable but protecting their privacy. It does not define what actions may be taken as this will vary depending on the nature of the emergency. The statement was

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agreed by the meeting. The group then used this and the phone book to identify the blocks and mark them. This activity will be finalised at next meeting when 2 laminated maps are brought back and removable dots placed on map. Once completed one will be held by CEO the other placed in NTES operations room in Community Centre.

Two copies of the 2014 DPLE surge maps for Wagait Beach were also supplied and will be available as per the other maps. These maps identify those blocks in danger from Storm Surge. CEO to laminate.

### **New Business**

No New business

### **Business arising from this meeting**

- Agreed Terms of reference to be uploaded to council web - CEO
- Sat phones still need number programming (may need daytime volunteer) – CEO
- Local Phone directory – Fred
- Laminated A4 size community maps to come to meeting - CEO

### **Next meeting**

The next meeting - Wednesday 11 November 2015 at 6.30.