



# Municipal Emergency Management Planning Committee Minutes

**Chairperson:** Councillor Peter Beales

**Location:** ICC – Baird St, Ararat

**Date:** 27 March 2019

**Minutes:** Danielle Jenkins

**Time:** 12.30am – 3.00pm

**Invitees:** Brendan Goosses (Ambulance Central Grampians), Bob Barks (MERO), Michelle Woods (ARCC-EHO)(arrived at 12.57pm), Gary Burbidge (Gas), Dayle Smith (EGHS), Judy Barrie (Red cross), Tonie Duffin (Red cross), Veronica Schilling (ARCC), Daryl Sinclair (Roads), Cathy Bunter (DEDJTR/AGVIC), Chris Berry (Vic SES).

**Apologies:** Gavin Kelly (SES), John Matthews (ARCC), Paul Fennell (WCMA), Greg Deutscher (Vic Rds), Angela Hunt (ARCC), Jo Cameron (AgVic/DJPR), Leesa Reid (DHHS) Steven Homer (GHCMA)

No	Item	Relevant Officer
<b>1</b>	<b>Welcome &amp; Intro – commenced at 12.44pm</b>	
	<p><b>Disclosure of Conflict of Interests</b>            Disclosure of Interests are to be made immediately prior to any relevant item being discussed (Local Government Act 1989 - Section 79) Nil Disclosed.</p>	<b>Chairperson</b>
<b>2</b>	<b>Acceptance of Minutes of Meeting held 7 November 2018</b>	
<b>2.1</b>	<p><b>Recommendation</b>            That the Municipal Fire Management Planning Committee Minutes from the 7 November 2018 be received.</p> <p><i>Moved:</i> Gary Burbidge  <i>Seconded:</i> Bob Barks</p>	<b>Chairperson</b>
<b>3</b>	<b>Correspondence</b>	

	<p><b>Inwards received from:</b></p> <ul style="list-style-type: none"> <li>Gas Pipelines Victoria Emergency Response Plan (see attached)</li> </ul> <p><b>Outwards:</b> NIL</p> <p><b><u>Recommendation</u></b> That the Municipal Fire Management Planning Committee Correspondence be received.</p> <p><b><i>Moved:</i></b> Bob Barks <b><i>Seconded:</i></b> Chris Berry</p> <p><b>Actions arising from correspondence: NIL</b></p>	<p><b>Chairperson</b></p>
<p><b>4</b></p>	<p><b>Agency Reports</b></p>	
	<p>Reports accepted until beginning of meeting, copies distributed with meeting minutes for information.</p> <p><b>Written Reports Received From:</b></p> <ul style="list-style-type: none"> <li>Vic SES (see attached)</li> <li>Red Cross (see attached)</li> <li>CFA report (see attached)</li> </ul> <p><b>Verbal Reports Received From:</b></p> <p><b><u>Recommendation</u></b> That the reports be received.</p> <p><b><i>Moved:</i></b> Veronica Schilling <b><i>Seconded:</i></b> Bob Barks</p>	<p><b>Chairperson</b></p>
<p><b>5</b></p>	<p><b>Outstanding Agenda Action Items</b></p>	

5.1	<p><b>Windfarm EM Subcommittee.</b> Sub Committee formed and meetings minutes, minutes from 18/10 meeting circulated with these minutes. Carry over and report status next meeting.  24/5/2017. MW The pre plan has been populated and Damien Ferrari (Vic Pol) is writing the plan. Meeting set for 5<sup>th</sup> September 2017 to finalise.  9/8/17 – Matthew Wood is on leave – carry over to next meeting.  <b>8/11/2017 – Currently being prepared.</b>  <b>9/5/2018</b> – Matthew Wood and Damien Ferrari to meet on Friday 11/5/2018 at 2pm to review the draft document. <i>Gavin Kelly to provide copy of Murra Warra Wind Farm document to Matthew Wood for information purposes.</i>  <b>8/8/2018</b> – <i>Update from Damien Ferrari. Plan is nearly done, just some formatting and minor amendments. To be circulated next meeting</i>  <b>7/11/2018 – Carried over to next meeting</b>  <b>27/4/2019</b> – Deferred to next meeting</p>	<p><b>Damian Ferrari</b>  <b>8 May 2019</b></p>
5.2	<p><b>GREMPC Updates:-</b> EMV regional guidelines being produced, MW is on the committee and will provide update next meeting - Workshop in May 2017  24/5/2017. MW Guidelines not yet finalise will update next meeting.  9/8/17 – Matthew Wood is on leave – carry over to next meeting.  <b>8/11/2017 – EMV Regional guidelines MW &amp; NC have not heard anything.</b>  <b>9/5/2018</b> – EMV legislation - no movement, no change on legislation.  <b>8/8/2018</b> – <i>No further movement. Carried over for next meeting.</i>  <b>7/11/2018</b> – Grampians REMI has resigned, new one to come onboard.  <b>27/4/2019</b> – Deferred to next meeting</p>	<p><b>Grampians REMI</b>  <b>8 May 2019</b></p>
5.3	<p>Meeting or be arranged between GHCMA, Council and SES to look at gauging water level.  24/5/2017 MW Flood planning identified the need for additional Hopkins River Gauges. Meeting to review plan to be determined. will update next meeting  9/8/2017 – David Todd met with GHCMA – gauge identified for Maroona. Cost unknown,  <b>8/11/2017 – Flood Planning – meeting to review flood planning and feasibility of additional gauge to be determined.</b>  <b>9/5/2018</b> – To be discussed in general business.  <b>8/8/2018</b> - <i>Update at next meeting due to non-attendance by Catchment Management Authorities.</i>  <b>7/11/2018</b> – Carried over until next meeting.  <b>27/4/2019</b> – Ongoing</p>	<p><b>GHCMA</b>  <b>8 May 2019</b></p>
5.4	<p>EM Exercise being written involving loss of gas to township and loss of Woodlands Road Gas Pipelines Office.  <b>27/4/2019</b> - Ongoing</p>	<p><b>Gavin Kelly</b>  <b>8 May 2019</b></p>
5.5	<p>Convene Municipal Flood Emergency Planning subcommittee to review flood plan.  <b>27/4/2019</b> - Ongoing</p>	<p><b>Gavin Kelly</b>  <b>8 May 2019</b></p>
5.6	<p>Review and present Influenza Plan to MEMPC for adoption.  <b>27/4/2019</b> – Carry over</p>	<p><b>Veronica Schilling</b>  <b>8 May 2019</b></p>

5.7	Single Incident arrangements to be written into the Recovery Plan section of the MEMP. Review recovery plan. <b>27/4/2019</b> – Carry over	<b>Veronica Schilling</b> <b>8 May 2019</b>
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<b>6</b>	<b>STANDING AGENDA ITEMS</b>	
6.1	<p>Recovery Update: Review Single Incident Relief &amp; Recovery process in MEMPC</p> <p>7/11/2018 - To be carried over to the next meeting. The processes were tested with the Marx Crescent house fire.</p> <p><b>27/4/2019</b> - Discussion with DHHS, Bob will report back next meeting.</p>	Bob Barks
6.2	<p>Emergency Plan reviews and updates.</p> <p><b>Sub Plan review:</b></p> <p>Flood Plan – Gavin Kelly (1<sup>st</sup> quarter) (Outstanding - Action Item)</p> <p>Animal Welfare Plan – Matt Wood (June) (Completed 2018) - <b>COMPLETE</b></p> <p>Influenza Plan – Angela Hunt (June) (Outstanding – Action Item) – Veronica Schilling</p> <p>Aerodrome – Grampians Soaring Club (Nov 18) – To be completed</p> <p>MFMP – MFPO (May) (Completed 2018) - <b>COMPLETE</b></p> <p>Heat Wave – Angela Hunt (Sept)</p> <p>Pandemic – Angela Hunt (Sept)</p> <p>Windfarm – VicPol (Aug) (Outstanding – Action Item) – <b>Owen Tudball to make contact with Damian Ferrari</b></p>	
6.3	<p>Flood Plan update – 90% complete. Large file requiring use of Drop box to disperse (late Sept/early Oct should have final draft)</p> <p><b>7/11/2018</b> – New template received and flood plan is being carried over.</p> <p><b>27/4/2019</b> – Carried over to the next meeting</p>	Gavin Kelly
6.5	<p>Gas Pipelines requesting to host and facilitate an EM Exercise in the future with the scenario of a loss of gas to the town, but needs to include also the loss of their Woodlands Road Office. Discussion that this would impact the manufacturing industry and health industries. <b>Action Item: MOVED: Matthew Wood. SECONDED: Damian Ferrari.</b> Gavin Kelly to convene a small working group comprising John Blain and Bernie Fradd to write the plan. Report next meeting. <b>CARRIED.</b></p> <p><b>7/11/2018</b> – Postponed to 2019.</p> <p><b>27/4/2019</b> – Carried over to next meeting.</p>	John Blain Bernie Fradd Gavin Kelly
<b>7</b>	<b>GENERAL BUSINESS</b>	
7.1	Gas Pipelines Victoria Emergency Response Plan – (See Attached)	Gary Burbidge
7.2	<p>Hillside Road – Renaming</p> <p><b>27/4/2019</b> – Raised in the MFMP meeting. Seeking endorsement from other Emergency Services to endorse a letter to Council to propose a name change as part of the process of the Western Highway duplication and the confusion of both ends connecting the Western Hwy approx. 8-9 kms apart.</p>	Owen Tudball

7.3	Protest camps – <b>27/4/2019</b> – Three camps are now occupied. Hillside Road & Warrayatkin Dobie Road Western Hwy. Hillside Rd eastern end approx. 1km in from Western Hwy intersection. When planned works were to commence, the works were called off due to risk and activity in the location.	Owen Tudball
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<b>Exits from Meeting:</b>				
<b>Meeting Closed:</b>	1.10pm			

<b>Next Meeting: 8 May 2019</b> <b>Chairperson: Councillor Peter Beales</b>	<b>Time: 12.30pm</b>	Location: Visitor Information Centre, Ararat
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## Environmental Sustainability Advisory Committee

<b>Meeting Minutes</b>		
<b>Date:</b> 13/05/2019	<b>Time:</b> 5.30pm	<b>Location:</b> Upstairs training room, Municipal Offices
<b>Present:</b> Cr David Pettman, Veronica Schilling, Deidre Andrews, Russell Pearse, Una Allender, Don Rowe		
<b>Apologies:</b> Adam Merrick		
<ol style="list-style-type: none"> <li style="margin-bottom: 10px;"> <b>1. Welcome</b>            All committee members were welcomed.         </li> <li style="margin-bottom: 10px;"> <b>2. Conflicts or pecuniary interests</b>            None declared         </li> <li style="margin-bottom: 10px;"> <b>3. Minutes of previous meeting</b>            The previous minutes were distributed to committee members following the Mar. meeting, 2018         </li> <li style="margin-bottom: 10px;"> <b>4. Correspondence - inwards</b>            Deidre received correspondence in relation to Ararat Landcare Group's support of ARCCs joint application, via CVGA, for funding to undertake Phase 2 of the <i>Cool It</i> project under the Climate Change Grants         </li> <li style="margin-bottom: 10px;"> <b>5. Correspondence – outwards</b>            None.         </li> <li style="margin-bottom: 10px;"> <b>6. Waste and Sustainability Coordinator (Deidre Andrews)</b>            An update on the following projects was provided:           <ul style="list-style-type: none"> <li>• Central Victorian Greenhouse Alliance – Cool It Project (Phase 2 funding application submitted by CVGA on behalf of Councils across Victoria to undertake planting trees in parks and gardens spaces identified under Phase 1, <i>Cool It</i>, as being 'heat vulnerable' across Ararat township)</li> <li>• Sustainability Victoria Local Gov. Energy Saver Program, following building energy audits, as part of Stage 2, ARCC to decide now where best for the \$100k grant funding with matching \$1 from Council for infrastructure projects, as part of Stage 3 across the 4 buildings (Gum San, Municipal Offices, library, fitness centre)</li> <li>• Electric Vehicle charging stations – CVGA submitting an application to undertake a feasibility study into EV charging stations on behalf of a number of participating Councils across Victoria.</li> <li>• E-waste infrastructure Ararat transfer station, funding received under SV, shed is at construction stage, to be completed to operate by 30 June 2019, when the ban from landfill comes into effect.</li> <li>• E-waste infrastructure and infrastructure upgrade at Lake Bolac, pending funding agreement to begin works. E-waste will continue to be transported to Axis Worx in Horsham for re-processing</li> </ul> </li> <li style="margin-bottom: 10px;"> <b>7. Other Business</b> <ol style="list-style-type: none"> <li style="margin-bottom: 10px;"> <b>a) ARCC Environmental Sustainability Strategy/Ararat Roadside Management Strategy</b>  <b>Action:</b> Requirement to review where ARCC are at with these strategies. Establish if capacity in 2019/20 budget and works program once Council Plan has been adopted.               </li> <li style="margin-bottom: 10px;"> <b>b) Roadside Pest Plants and Animal Control Works</b>                Current state, 2017-2019 funding exhausted with contractor, Project Platypus completed works. At this stage, no further State funding identified for works into the future; reduced funding allocated in Council Budget.                Community representative, Una Allender and Waste and Sustainability Coordinator, Deidre have received DELWP's Early Invader Manual.             </li> </ol> </li> </ol>		

## Environmental Sustainability Advisory Committee

### Meeting Minutes

#### c) Boomerang Bag – Lake Bolac

Community rep. Una Allender reported usage of bags being taken up by the community with a working bee scheduled 19 May 2019 to make more bags.

**Action:** Community member Una Allender to provide Deidre with details for donation of fabric and sewing bee support, so this can be shared with Council staff and media.

#### d) Groundwater/Ground Dependent Ecosystems

Community rep. Una Allender engaged discussion that Beyond Bolac Catchment Action Group and landcare groups are having regarding the affect industrial development is having on Groundwater and GDE in relation to depletion of aquifers from construction activities.

#### e) REGen Ag Seminar

Community rep, una informed the committee about a recent workshop held in Dunkeld featuring Charles Massy who presented on alternate techniques regarding regenerative agriculture.

#### f) Blue-green Algal Blooms

This issue remains above safe limits in Western Vic, despite the rain - more rain is required; education engagement – through landcare, Ag Vic etc – together with industry and agriculture to reduce fertiliser run-off, which is a high contributor to blue-green algae in water catchments

**Action:** Veronica to check with Council’s Emergency Management Coordinator to ascertain if this issue is on the radar as the issue can affect health, environment and economics within ARCC communities.

#### g) Recycling across the municipality

Recycling at transfer stations and Ararat continues despite an increase in waste service and cost at transfer stations, a small drop-off within some rural communities. A comparable cost now exists between rural transfer station visit disposal and waste service for Ararat residents. ARCC looking at the feasibility of providing rural areas with a kerbside recycling service.

#### h) Wind Farm Energy Connection

**Action:** community rep. Russell Pearse to gather information to provide to next meeting

#### 8. Meeting closed:

The meeting closed at 6.55pm

#### 9. Future Meetings

Meetings will occur at least four times per year, with the option of Extraordinary Meetings to be called by the Chair, if required. Request made to have Wednesday meetings not the first of the month

**Next meeting: 5.30pm Wednesday 14<sup>th</sup> Aug 2019 - Municipal Office Building.**