

Attendees: Rob Moran, Kelli Bennett-Smith, Sara Field, Eva Krattli, Christine Wilesmith (9.21am) and Alison DeLaMare taking minutes

Apologies: Ally Dench, Kerrie Shelton, Catherine Stuart, Matthew Affleck, Brodie Pitt-Owen

ITEM	ACTION / OFFICER
<p>1. Welcome to Committee Members</p> <p>Rob Moran welcomed the members of the Community Resilience Committee.</p>	
<p>2. Apologies</p> <p>Noted above.</p>	
<p>3. Emergency Management Guide – Feedback / Distribution</p> <p>Rob Moran noted that prior to printing the Emergency Management Guide, feedback was provided from this Committee. Thank you to those members who provided feedback.</p> <p>Emergency Management Guides have been distributed through a range of community events and feedback has been positive.</p> <p>The Office of Emergency Management – Department of Justice funded the CRIP Project undertaken by Council. The Office of Emergency Management endorsed the booklet at a recent workshop in Sydney.</p> <p>Feedback from the community has been great especially by the senior population.</p> <p>The guides have been distributed through mobile libraries, Dilly Wanderer, Council events, Council Administration Building, the Visitor Information Centre, Federal Member Angus Taylor’s office and the RFS.</p>	<p>Bargo RFS are having an open day – box of guides to be given to Bargo RFS for distribution</p>
<p>4. Desk Top Exercises</p> <p>Two (2) out of three (3) Desk Top Exercises have been held. Community members, one (1) RFS and one (1) Police officer attended. It was noted that community attendance was down.</p> <p>The next Desk Top Exercise is scheduled for 30 May 2018 to review storm and flood. This will be held in the Council Foyer 5.00pm to 6.30pm.</p> <p>These exercises are beneficial and people who have attended have come away with something. The exercises are great for agencies so they can assist in the aftermath of an emergency.</p> <p>It was suggested that a flyer be distributed to businesses in the main street of Picton.</p>	<p>Rob Moran to organise a flyer to businesses in the main street in regard to the next Desktop Exercise.</p>

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<p>5. Committee Training</p> <p>Rob Moran advised that he secured an extension for the funding in order to organise training for the Committee on presentation skills.</p> <p>Rob asked if the committee would be interested in either half day training sessions, evenings or a Saturday?</p> <p>The Committee agreed upon a week day (a.m.). This training will more than likely be offline.</p> <p>Looking at enlisting a trainer to work through all the checklists for a BCP and to assist committee members in presentation skills to deliver the toolbox to community groups / residents.</p>	<p>Council's Organisational Learning & Development Officer to organise a trainer – Rowena Scrymgeour</p>
<p>6. Review Local Area Disaster Recovery Plan</p> <p>Feedback from this Committee was incorporated into the final document and presented to the Local Emergency Management Committee (LEMC) and they were happy with the document.</p>	<p>Take the Draft off the document as it is now a Final document – Rob Moran</p>
<p>7. Review Wollondilly Community Directory</p> <p>Rob Moran advised that residents were previously able to go onto Council's website and update the Community Directory. We have a new website so this function is now unavailable.</p> <p>We are looking at a new option where details can come in and we can check the details. We will be asking this Committee to be involved which initially will be a bit of work and then once set-up it will become easier. We are currently working with web coordinators in regard to this process.</p> <p>There is a possibility of a TAFE student assisting with the review of the Community Directory.</p>	
<p>8. General Business</p> <p><u>Community Resilience Networks – Pilot Project Overview</u></p> <p>The Office of Emergency Management are using our model as best practice. We are aligned with the actions and functions of the Office of Emergency Management's.</p> <p><u>Community Resilience Innovation Program</u></p> <p>Funding has come up again from the Office of Emergency Management - Community Resilience Innovation Program, Council have put in a submission. A way to keep a focus on preparedness and resilience we thought we could create ten (10) two (2) minute video snippets.</p> <p>Ideas from the Committee:-</p> <ul style="list-style-type: none"> ▪ Use local residents, resources and scenery in a documentary. 	

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<ul style="list-style-type: none"> ▪ An incentive payment for people participating in the video. ▪ Get the schools and local children involved – drama facilities to be involved in the documentaries. ▪ Portray on buildings. ▪ Local cinemas to play videos. ▪ Local surgeries or Real Estates to play sign boards in their offices. 	<p>Ask local schools did they want to come up with a two (2) minute documentary. 1,000 copies of the dvd's to be distributed, \$50 gift cards for incentive.</p>
<p>9. WHS Issues</p> <p>Nil.</p>	

Meeting Closed: 9.35am

Next Meeting: 17 August 2018