



28 November 2019

NOTICE OF MEETING

Dear Committee Member,

The next Local Emergency Management Committee meeting will be held at 10.00am on Friday 6 December 2019 in the in the Committee Room, 7000 Great Eastern Highway, Mundaring.

The attached agenda is presented for your consideration.

Yours sincerely

A handwritten signature in black ink, appearing to read "Jonathan Throssell".

Jonathan Throssell
CHIEF EXECUTIVE OFFICER

Please Note

If an Elected Member has a query regarding a report item or requires additional information in relation to a report item, please contact the senior employee (noted in the report) prior to the meeting.

AGENDA
LOCAL EMERGENCY MANAGEMENT COMMITTEE MEETING
6 DECEMBER 2019

ATTENTION/DISCLAIMER

The purpose of this Committee Meeting is to discuss and make recommendations to Council about items appearing on the agenda and other matters for which the Committee is responsible. The Committee has no power to make any decisions which are binding on the Council or the Shire of Mundaring unless specific delegation of authority has been granted by Council. No person should rely on or act on the basis of any advice or information provided by a Member or Employee, or on the content of any discussion occurring, during the course of the Committee Meeting.

The Shire of Mundaring expressly disclaims liability for any loss or damage suffered by any person as a result of relying on or acting on the basis of any advice or information provided by a Member or Employee, or the content of any discussion occurring during the course of the Committee Meeting.

CONTENTS

1.0	OPENING PROCEDURES	4
1.1	ANNOUNCEMENT OF VISITORS	4
1.2	ATTENDANCE/APOLOGIES	4
2.0	ANNOUNCEMENTS BY PRESIDING MEMBER WITHOUT DISCUSSION	4
3.0	DECLARATION OF INTEREST	4
3.1	DECLARATION OF FINANCIAL INTEREST AND PROXIMITY INTERESTS	4
3.2	DECLARATION OF INTEREST AFFECTING IMPARTIALITY	4
4.0	CONFIRMATION OF MINUTES OF PREVIOUS MEETING	4
5.0	PRESENTATIONS	5
6.0	REPORTS OF EMPLOYEES	5
7.1	UTAS/WALGA RECOVERY – STRETCH THINKING SEMINAR 22 OCTOBER 2019	5
8.2	AIDR DISASTER RISK MANAGEMENT SEMINAR – 23 OCTOBER 2019	5
6.1	CORRESPONDENCE IN/OUT	5
7.0	STANDARD MEETING ITEMS	5
7.1	CONTACT DETAILS	5
7.2	POST INCIDENT REPORTS	5
7.3	POST EXERCISE REPORTS	5
7.3.1	EXERCISE FERVIDUS 28 NOVEMBER 2019	5
7.3.2	SECT REPORT	5
7.4	FUNDING NOMINATIONS AND APPLICATIONS PROGRESS	6
7.5	EMERGENCY RISK MANAGEMENT/TREATMENT STRATEGIES PROGRESS	6
7.6	REVIEW LOCAL EMERGENCY MANAGEMENT ARRANGMENTS (LEMA)	6
7.7	REVIEW LEMC BUSINESS PLAN STRATEGIES & RECORD KEY ACHIEVEMENTS	6
7.8	RED CROSS PREPAREDNESS PROJECT (SoM, CoS, CoK)	6
7.9	REVIEW STATE PREPAREDNESS REPORT	6
7.10	REVIEW LOCAL RECOVERY ARRANGEMENTS	6
8.0	URGENT BUSINESS (LATE REPORTS)	6
9.0	CLOSING PROCEDURES	6
9.1	DATE, TIME AND PLACE OF THE NEXT MEETING	6
9.2	CLOSURE OF THE MEETING	6

**LOCAL EMERGENCY MANAGEMENT COMMITTEE MEETING
COMMITTEE ROOM, SHIRE OF MUNDARING – 10.00AM**

1.0 OPENING PROCEDURES

Acknowledgment of Country

Shire of Mundaring respectfully acknowledges the Whadjuk of the Noongar Nation, who are the traditional custodians of this land. We wish to acknowledge Elders past, present and emerging and respect their continuing culture and contribution they make to the region.

1.1 Announcement of Visitors

1.2 Attendance/Apologies

Staff

Apologies

Guests

2.0 ANNOUNCEMENTS BY PRESIDING MEMBER WITHOUT DISCUSSION

3.0 DECLARATION OF INTEREST

3.1 Declaration of Financial Interest and Proximity Interests

Elected Members must disclose the nature of their interest in matters to be discussed at the meeting (*Part 5 Division 6 of the Local Government Act 1995*).

Employees must disclose the nature of their interest in reports or advice when giving the report or advice to the meeting (*Sections 5.70 and 5.71 of the Local Government Act 1995*).

3.2 Declaration of Interest Affecting Impartiality

An Elected Member or an employee who has an interest in a matter to be discussed at the meeting must disclose that interest (*Shire of Mundaring Code of Conduct, Local Government (Admin) Reg. 34C*).

4.0 CONFIRMATION OF MINUTES OF PREVIOUS MEETING

That the minutes of the meeting of the Local Emergency Management Committee held Friday 13 September 2019 be confirmed.

5.0 PRESENTATIONS

6.0 REPORTS OF EMPLOYEES

7.1 UTAS/WALGA RECOVERY – STRETCH THINKING SEMINAR 22 OCTOBER 2019

The Executive Officer will provide a report to the meeting on his learnings from this seminar.

8.2 AIDR DISASTER RISK MANAGEMENT SEMINAR – 23 OCTOBER 2019

The Executive Officer will provide a report to the meeting on his learnings from this seminar.

6.1 CORRESPONDENCE IN/OUT

In

23.09.19	Red Cross, WA ES Team, Disaster Preparedness Info
18.10.19	R Hamblion, Dept Communities – Update EM Contacts
23.10.19	Dr J Esmond, UWA – Update on EM Future Education
20.11.19	R Hamblion, Dept Communities – Invitation to Welfare & Evacuation Centre Training
22.11.19	Red Cross, Claire Silveira – PHP OSC Minutes & ToR

7.0 STANDARD MEETING ITEMS

7.1 Contact Details

7.2 Post Incident Reports

7.3 Post Exercise Reports

7.3.1 Exercise Fervidus 28 November 2019

The Executive Officer will provide a report to the meeting on his learnings from this exercise.

7.3.2 SECT Report

The Executive Officer will provide a report on activities currently underway by this team.

- 7.4 Funding Nominations and Applications Progress**
- 7.5 Emergency Risk Management/Treatment Strategies Progress**
- 7.6 Review Local Emergency Management Arrangements (LEMA)**
- 7.7 Review LEMC Business Plan Strategies & Record Key Achievements**
- 7.8 Red Cross Preparedness Project (SoM, CoS, CoK)**
- 7.9 Review State Preparedness Report**
- 7.10 Review Local Recovery Arrangements**
- 8.0 URGENT BUSINESS (LATE REPORTS)**
- 9.0 CLOSING PROCEDURES**
- 9.1 Date, Time and Place of the Next Meeting**

The next meeting will be held at 10am on 6 March 2020, in the Committee Room.

- 9.2 Closure of the Meeting**