



24 July 2017

NOTICE OF MEETING

Dear Committee Member

The next Local Emergency Management Committee meeting will be held on **Friday 28 July 2017** at 10.00am in the Committee Room, Shire of Mundaring, 7000 Great Eastern Hwy, Mundaring

Yours sincerely

A handwritten signature in black ink, appearing to read "Jonathan Throssell", is written over a horizontal line.

Jonathan Throssell
CHIEF EXECUTIVE OFFICER

Please Note

If any member has a query regarding a report item or requires additional information in relation to a report item, please contact the senior officer (noted in the report) prior to the meeting.



AGENDA

LOCAL EMERGENCY MANAGEMENT COMMITTEE MEETING

28 JULY 2017

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.

LEGEND

To assist the reader, the following explains the method of referencing used in this document:

Item	Example	Description
Page Numbers	LEMC1 NOVEMBER 15 (LEMC2, LEMC 3 etc)	Sequential page numbering of LEMC Agenda or Minutes for November 2015.
Item Numbers	8.1 (8.2, 8.3 etc)	Sequential numbering of reports under the heading "8.0 Reports of Officers"
Committee Recommendation Reference	LEMC 11.11.15	Committee Recommendation number 11 from LEMC meeting November 2015.
Committee Decision Reference	DLEMC 7.11.15	Committee Decision number 7 from LEMC meeting November 2015.

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**LOCAL EMERGENCY MANAGEMENT COMMITTEE MEETING
COMMITTEE ROOM – 10.00AM**

1.0 OPENING PROCEDURES

1.1 Announcement of Visitors

1.2 Record of Attendance and Apologies

Members

Staff	Jenine Banks	Minute Secretary
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Apologies

Guests

**Members of
the Public**

**Members of
the Press**

**2.0 ANNOUNCEMENT BY PRESIDING MEMBER WITHOUT
DISCUSSION**

3.0 DECLARATION OF INTEREST

3.1 Disclosure of Financial Interest and Proximity Interests

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 Disclosure of Interest Affecting Impartiality

Members and staff must disclose their interest in matters to be discussed at the meeting in respect of which the member or employee has given or will give advice. (Shire of Mundaring Code of Conduct, Local Government (Admin) Reg. 34C).

4.0 CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS

5.0 PRESENTATIONS

6.0 REPORTS OF MEMBERS

6.1 CESM Report

Acting CESM, Daniel Heptinstall will provide the meeting with a report.

6.2 Westplan Dambreak Revocation

The Executive Officer will provide the meeting with an update on this matter.

7.0 STANDARD MEETING ITEMS

7.1 Contact Details

The Executive Officer will provide an update as to any new/amended contact details.

7.2 Post Incident Reports

Nil,

7.3 Post Exercise Reports

The Executive Officer will provide a report on the following Exercises:

05.04.17	Exercise Basswater – City of Bayswater and Town of Bassendean
21.06.17	DFES Simulation Centre – Weather Event Exercise
23.06.17	SOM, LECM and BCP – Exercise “Imperfect Storm”

7.4 Funding Nominations and Applications Progress

Nil.

7.5 Emergency Risk Management/Treatment Strategies Progress

Nil.

7.6 Review Local Emergency Management Arrangements (LEMA)

Nil.

7.7 Review LEMC Business Plan Strategies & Record Key Achievements

The Executive Officer will provide a report on the 2016/2017 LEMC Annual Report and Capability Survey as submitted to OEM.

8.0 PENDING ITEMS

8.1 Fire Siren/Community Alert/Warning Siren

8.2 Animal Welfare Sub Plan

8.3 Childcare Sector Engagement

9.0 URGENT BUSINESS (LATE REPORTS)

10.0 CORRESPONDENCE

IN

- 20.02.17 OEM News – February 2017
- 03.03.17 OEM Facebook Page – Flooding in Western Australia
- 23.03.17 OEM News – March 2017
- 28.03.17 LEMC Executive Officers Forum Program
- 28.04.17 OEM News – April 2017
- 02.05.17 OEM – LEMC Executive Officer Forum Contact List
- 23.05.17 OEM News – May 2017
- 24.05.17 OEM – LG Handbook – Risk Assessment Process
- 24.05.17 WA Police – Recovery Communication
- 29.05.17 EM News – May 2017
- 15.06.17 OEM – Successful Applicants for Natural Disaster Resilience Funding
- 29.06.17 SOM Emergency Preparedness Office Pilot Project Reports
- 03.07.17 LG Emergency Management Advisory Group Minutes 13.06.17
- 03.07.17 WANDRRA – Natural Disaster Relief & Recovery Arrangements
- 07.07.17 Economic Regulation Authority – ESL Review
- 07.07.17 OEM – Westplan Dambreak
- 14.07.17 10th Australasian Natural Hazards Management Conference
Perth 2017

11.0 CLOSING PROCEDURES

11.1 Date, Time and Place of the Next Meeting

The next Local Emergency Management Committee meeting will be held on **Friday 15 September 2017** at 10.00am in the Committee Room.

11.2 Closure of the Meeting