



22 February 2018

NOTICE OF MEETING

Dear Committee Member,

The next Local Emergency Management Committee meeting will be held at 10.00am on Friday, 9 March 2018 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 "Megan Griffiths", with a large, sweeping flourish extending to the right.

Megan Griffiths
ACTING 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
22 FEBRUARY 2018

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.

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**LOCAL EMERGENCY MANAGEMENT COMMITTEE MEETING
COMMITTEE ROOM, 7000 GREAT EASTERN HIGHWAY, MUNDARING – 10.00AM**

1.0 OPENING PROCEDURES

1.1 Announcement of Visitors

1.2 Attendance/Apologies

Staff Jenine Banks

Minute Secretary

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 1 December 2017 be confirmed.

5.0 PRESENTATIONS

5.2 Seasonal Review

Jamie O'Neill, Chief Bush Fire Control Officer will provide the meeting with a seasonal review.

6.0 REPORTS OF EMPLOYEES

6.1 Annual Electors Meeting – Recommendation to Upgrade Tracks Through Reserves for Emergency Access & Egress

The Executive Officer will advise the Committee on actions following that recommendation.

6.2 Rise Request Regarding Contact Details

The Executive Officer will advise full details of a request from Rise Group in relation to Vulnerable Peoples.

6.3 Chambers Road Fire – 14 January 2018 – Incident 380520

The Executive Officer will provide a report on the management of this multi agency incident.

6.4 Westplan Heatwave

The Executive Officer will provide details of key changes within the draft new Westplan Heatwave.

6.5 2017/2018 Exercise

The Executive Officer will outline details in relation to the planning for the 2017/2018 Exercise.

6.6 Correspondence In/Out

In

04.12.17	DC, R Hamblion	Emergency Welfare Centre Training
14.12.17	DC, R Hamblion	Midland Local Welfare Plan Update
19.12.17	OEM, M Cross	Central DEMC Meeting (23.11.17) Draft Minutes
22.12.17	Red Cross, A Coghlan	2017 AUDR Red Cross Recovery Workshop Final Report
25.1.18	OEM, M Cronstedt	Thank You Letter – Contribution to State Emergency Prep Report

Out

19.12.17	OEM, M Cross	SOM Contacts Listing for 17/18 Fire Season
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7.0 STANDARD MEETING ITEMS

7.1 Contact Details

7.2 Post Incident Reports

7.3 Post Exercise Reports

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

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 15 June 2018, in the Committee Room.

9.2 Closure of the Meeting