



7 March 2019

NOTICE OF MEETING

Dear Committee Member,

The next Local Emergency Management Committee meeting will be held at 10.00am on Friday 15 March 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 blue 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

15 MARCH 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.

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**LOCAL EMERGENCY MANAGEMENT COMMITTEE MEETING
FUNCTION ROOM, MUNDARING ARENA, MUNDARING – 10.00AM**

1.0 OPENING PROCEDURES

Acknowledgment of Country

Shire of Mundaring respectfully acknowledges Noongar elders past and present and their people (specifically the Whadjuk people who are from this area) who are the traditional custodians of this land.

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 9 December 2018 be confirmed.

5.0 PRESENTATIONS

6.0 REPORTS OF EMPLOYEES

6.1 STATE EMERGENCY ANIMAL WELFARE PLAN

The Executive Officer will provide a report on progress of the plan.

6.2 COLLECTIVE TRAUMA – RECOVERY CONSIDERATION

The Executive Officer and Claire Silveira, Red Cross will give presentations on this matter.

6.3 REVIEW OF STATE EM POLICY, PLAN AND PROCEDURES

The Executive Officer will provide a report of progress on this matter.

6.4 SEMC EMERGENCY PREPAREDNESS REPORT 2018

The Executive Officer will provide a report on the salient points of this document.

6.5 SEASONAL REVIEW

The Chief Bush Fire Control Officer/Community Services Emergency Manager will provide the meeting with an update on bushfire preparedness.

6.6 CORRESPONDENCE IN/OUT

In

14.12.18	B Pianta - DFES, NDRP Grant Program Forms and Information
24.12.18	M Cross – DFES, Central DEMC Contacts Listing
09.01.19	M Cross – DFES, AIDE Memoire for Local Recovery Coordinators
09.01.19	M Cross – DFES, Review of State Hazard Plan – Human Biosecurity
11.01.19	M Cross – DFES, Amendments to State Hazard Plans – Energy Supply Disruption & Emergency Public Information
17.01.19	K Edmeades – Red Cross, Proposed NDRP Preparedness Project Background Paper
08.02.19	R Curtis – DFES, Changes to Comprehensive Impact Assessment Documents & Processes
11.02.19	M Cross – DFES, State EM Exercise Framework

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 at date to be advised, in the Committee Room.

9.2 Closure of the Meeting