



27 February 2020

NOTICE OF MEETING

Dear Committee Member,

The next Local Emergency Management Committee meeting will be held at 10.00am on Friday 6 March 2020 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
6 MARCH 2020

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, 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 6 December 2019 be confirmed

5.0 PRESENTATIONS

6.0 REPORTS OF EMPLOYEES

6.1 AMENDED WELFARE PLAN JANUARY 2020

The Executive Officer will provide the meeting with an update on the amended Welfare Plan.

6.2 FIRE AND BURNING INFORMATION BOOKLET REVIEW

The Executive Officer will provide the meeting with proposed updates to this publication.

6.3 LEMA UPDATE

The Executive Officer will provide the meeting with LEMA update details.

6.4 STATE SUBTERRANEAN ENVIRONMENT STRUCTURAL EXERCISE

The Executive Officer will provide a report on this learnings from attending this exercise.

6.5 COVID19 (CORONA VIRUS) UPDATE

Martrin Shurlock, Senior Environmental Health Officer will provide the meeting with an update on COVID19.

6.6 LEMC EXERCISE 2020

The Executive Officer will provide the meeting with an update on planning for this exercise.

6.7 CORRESPONDENCE IN/OUT

In

15.01.2020	Dept Communities, Ryan Hamblion – Updated Midland Local Welfare Plan January 2020
22.01.2020	DFES, Merveen Cross – Advice of Water Corp representative request to LEMC's Re: Water Corp EM Response assets
11.02.2020	DFES, Merveen Cross – DEMC Member Post Season Agency Debrief Form
13.02.2020	Dept Communities, Ryan Hamblion – Emergency Welfare Centre Training 11 March 2020, Byford
17.02.2020	DFES, Merveen Cross – DPIRD Recovery Info "After the Fire"
17.02.2020	DFES, Merveen Cross – State Hazard Plan HAZMAT Annex B Consultation Request
20.02.2020	DFES, Merveen Cross – DEMC Meeting 16 March 2020 Agenda Items 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**
 - 7.8 Red Cross Preparedness Project (SoM, CoS, CoK)**
 - 7.9 Review State Preparedness Report**
 - 7.10 Review Local Recovery Arrangements**
 - 7.11 Seasonal Review/Update (Bushfire)**
 - 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 5 June 2020, in the Committee Room.
- 9.2 Closure of the Meeting**