



9 September 2016

NOTICE OF MEETING

Dear Committee Member

The next Local Emergency Management Committee meeting will be held on **Friday 16 September 2016** 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 "J. Throssell", is written over the printed name.

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

16 SEPTEMBER 2016

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

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

Neridah Zlatnik will provide the meeting with a presentation on her 12 month role as Emergency Preparedness Officer.

6.0 REPORTS OF MEMBERS

7.0 MATTERS FOR DISCUSSION

7.1 Seasonal Review

Community Emergency Services Manager, Mark Casotti will provide a report on the bushfire outlook for summer 2016/2017.

7.2 Exercises

- Pre-Season Exercise Angarika

Executive Officer, Adrian Dyson and Community Emergency Services Manager, Mark Casotti will provide a report on the above pre-season exercise to be held on 11 October 2016.

- RUI Exercise

Executive Officer, Adrian Dyson and Community Emergency Services Manager, Mark Casotti will provide a report on the recent RUI exercise held in Darlington on Saturday 6 August 2016.

7.3 Report of the Special Inquiry into the January 2016 Waroona Fire

Executive Officer, Adrian Dyson will talk to this report in general and specifically to Opportunity 9 of the above report, Emergency Community Warning Sirens – Darlington residents Warning Siren test to be held on Saturday 11 September 2016.

7.4 State Risk Project Metropolitan Fire & Earth Quake Workshop

Executive Officer, Adrian Dyson will provide the meeting with a report on the above workshop attended on 21 June 2016.

7.5 Metropolitan & North East Recovery Group

Executive Officer, Adrian Dyson will report on the annual meeting of this group.

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

- 26.05.16 M Cronstedt, Executive Director SEMC – SEMC Mapping Sheet
- 27.05.16 M Cross, SEMC Secretariat – French Terror Attack article
- 08.06.16 S Ellis – AFAC Newsletter
- 22.06.16 M Cross, SEMC Secretariat – Western Power Media Release
(Western Power complies with wood pole order)
- 23.06.16 M Cross, SEMC Secretariat – Special Inquiry into the January 2016
Waroona Fire Report
- 24.06.16 SEMC Publications – SEMC Newsletter June 2016
- 01.07.16 WALGA – EM News June 2016
- 01.07.16 The Association of Volunteer Bush Fire Brigades of WA - Newsletter
- 19.07/16 S Sumpton, WALGA – Evaluating LG EM Programs
- 08.08.16 M Cross, SEMC Secretariat – SEMC Communique August 2016
- 16.08.16 M Cross, SEMC Secretariat – Draft Comprehensive Impact
Assessment for LG's
- 06.09.16 M Cross, SEMC Sec – DEMA Report for LEMC

OUT

- 26.05.16 A Dyson, LEMC Executive Officer – Exercise Plume Post Exercise
Report

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 2 December 2016** at 10.00am in the Committee Room.

11.2 Closure of the Meeting