



Local Emergency Management Committee Meeting Agenda

To be held on

Tuesday, 13 June 2017

Commencing at 9.00am

State Emergency Services Building, Bentley Street, Donnybrook WA 6239

Ben Rose
Chief Executive Officer

8 June 2017

Disclaimer

The advice and information contained herein is given by and to the Council without liability or responsibility for its accuracy. Before placing any reliance on this advice or information, a written inquiry should be made to the Council giving entire reasons for seeking the advice or information and how it is proposed to be used.

Please note this agenda may contain recommendations which have not yet been adopted by Council.



LOCAL EMERGENCY MANAGEMENT COMMITTEE AGENDA

13 JUNE 2017

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SHIRE OF DONNYBROOK BALINGUP LOCAL EMERGENCY MANAGEMENT COMMITTEE AGENDA

**To be held at State Emergency Services Building
9.00am, Tuesday, 13 June 2017**

The Chairperson to declare the meeting open at _____.

Organisation	Committee Member
Donnybrook Balingup Shire	Angelo Logiudice (Chairperson)
WA Police	Ryan Vander Heide (Deputy Chairperson)
Donnybrook Balingup Shire	Leigh Guthridge (Manager Development & Environmental Services)
Donnybrook Balingup Shire	Paul Robins (Senior Ranger)
Donnybrook Balingup Shire	John Attwood (Recovery Co-ordinator)
Bushfire	Max Walker
Bushfire	David Tooke
Fire & Rescue	Wesley Hutchinson
Fire & Rescue	Ben Anderson
SES	Carol Vickridge
SES	Kerry Hollis
Community Home Care	Donna Rudolph
St John Ambulance	Ian Telfer
St John Ambulance	Kathy Irvine
St John Ambulance	Ken Hart
DPAW	Deb Peachey
Donnybrook Hospital	Robin Armstrong
Department for Child Protection	Hellen Hall
Department for Child Protection	Roma Boucher
Tuia Lodge	Ann Clifford
DFES	John Tillman
DFES	Leon Gardiner
DFES	Steph De Bruin
DFES	Steve Ward
Kirup Community	Mick Zwart
Red Cross	Colin Anker
SEMC	Vik Cheema – District Emergency Management Advisor
Western Power	David McMillan
Water Corporation	Peter Buckley
Telstra	Vacant

1. APOLOGIES

2. CONFIRMATION OF MINUTES OF PREVIOUS MEETING

Moved:

Seconded:

That the Minutes of the Local Emergency Management Committee Meeting held on 15 March 2017 be confirmed as a true and accurate record.

3. BUSINESS ARISING FROM MINUTES OF LAST MEETING

4. REPORTS

4.1 *Manager Development and Environmental Services*

4.1.1 **ENDORSEMENT OF THE SHIRE OF DONNYBROOK BALINGUP - LOCAL EMERGENCY MANAGEMENT ARRANGEMENTS**

Location:	Shire of Donnybrook Balingup
Applicants:	Shire of Donnybrook Balingup
Zone:	N/A
File Ref:	PWF 14F
Author:	Leigh Guthridge – Manager Development and Environmental Services (<i>Bryanna Wright – Environmental Health Officer</i>)
Report Date:	7 June 2017
Attachments:	4.1.1(1) - Draft Shire of Donnybrook Balingup Local Emergency Management Arrangements (document to be emailed) 4.1.1(2) - Schedule of Submissions

Background

Council at its April 2017 meeting resolved the following:

"That Council instruct the Chief Executive Officer to advertise the draft Local Emergency Management Arrangements (LEMA) for 28 days, commencing in April 2017, with submissions received to be considered by the Local Emergency Management Committee and subsequently Council prior to the LEMA being considered for adoption at a future meeting of Council."

The LEMA is a tool used in the planning and responding to emergencies and supports emergency affected communities in the reconstruction of the physical infrastructure as well as restoration of emotional, social, economic and physical wellbeing.

A hard copy of the Local Emergency Management Arrangements will be tabled at the LEMC meeting and an electronic copy provided to members with the agenda.

Comment

Advertising of the draft Local Emergency Management Arrangements was undertaken from 1 to 31 May 2017. During the advertising period no public comments were submitted however feedback was received from LEMC members and government agencies recommending various changes to the draft document. These have been addressed in the Schedule of Submissions (Attachment 4.1.1(2)).

The Shire's Local Emergency Management Arrangements now aligns with the State Emergency Management Committee (SEMC) framework and is based on best practice across national and international jurisdictions, experiences from other recovery agencies and lessons learnt etc. It will be an important planning tool in the event of any emergency.

Consultation

The Local Emergency Management Arrangements has been advertised to the wider community via:

- Advertisement in the Donnybrook-Bridgetown-Manjimup Mail;
- Public notices on Shire noticeboards throughout the Shire of Donnybrook Balingup;
- The Shire website; and
- Email correspondence to LEMC members and Government Agencies.

A workshop was held with Shire staff on 8 June 2017 to gain insight into how Shire operations may be impacted by an emergency and step through how the LEMA would be used as a planning tool.

Mr Vikram Cheema, District Emergency Management Advisor - South West Office of Emergency Management also provided input into the draft plan at its compilation stage.

Policy/Statutory Implications/Voting requirements

Statutory Implications

Local Governments are required to prepare and maintain Local Emergency Management Arrangements in accordance with the *Emergency Management Act 2005*.

The Local Emergency Management Arrangements are required to be reviewed every five years with the last review being undertaken in 2011.

Voting Implications

Simple majority.

Financial Implications

The Shire obtained AWARE funding of \$20,000 (Ex-GST) in June 2016 to review its LEMA. This project is fully funded by the AWARE program.

Strategic Implications

Outcome 3.4 – Maintain and Improve the Provision of Emergency Services.

Officer's Recommended Resolution

Moved:

Seconded:

That Council endorse the Shire of Donnybrook Balingup Local Emergency Management Arrangements dated 28 June 2017.

5. OTHER BUSINESS

5.1 - LEMC Members Contacts List

The Local Emergency Management Arrangements have provided a Contacts List (Attachment 5.1) for review and update.

5.2 – SEMC District Emergency Management Advisor Report

Vik Cheema to provide an update at the meeting.

6. CLOSURE OF MEETING

The Chairperson to advise that the date of the next Local Emergency Management Committee meeting will be held on _____, commencing at _____ at _____.

The Chairperson to declare the meeting closed at _____.