

TOWN OF BASSENDEAN

NOTICE OF A MEETING OF THE

BASSENDEAN LOCAL EMERGENCY MANAGEMENT

COMMITTEE

Dear Committee Member

In accordance with regulation 12(2) and 14D of the Local Government (Administration) Regulation 1996, notice is hereby given that due to the public health emergency arising from the COVID-19 pandemic, the Mayor has considered it appropriate for the Bassendean Local Emergency Committee meeting to be held by electronic means. The meeting will commence at 3:30pm on Wednesday, 1 April 2020.

Ms Peta Mabbs
CHIEF EXECUTIVE OFFICER

27 March 2020

1.0 **DECLARATION OF OPENING/ANNOUNCEMENT OF VISITORS**

Acknowledgement of Country

The Town of Bassendean acknowledges the past and present traditional owners of the land on which we gather to conduct this meeting, and pays its respects to their Elders, both past and present.

2.0 **ATTENDANCES, APOLOGIES AND APPLICATIONS FOR LEAVE OF ABSENCE**

3.0 DEPUTATIONS

4.0 CONFIRMATION OF MINUTES

4.1 Minutes of the Bassendean Local Emergency Management Committee meeting held on 5 February 2020

COMMITTEE/OFFICER RECOMMENDATION – ITEM 4.1

That the minutes of the BLEMC meeting held on 5 February 2020, be confirmed as a true record (Attachment 1).

5.0 ANNOUNCEMENTS BY THE PRESIDING PERSON WITHOUT DISCUSSION

6.0 DECLARATIONS OF INTEREST

7.0 BUSINESS DEFERRED FROM PREVIOUS MEETING

8.0 OFFICER REPORTS

8.1 Town of Bassendean response to COVID-19

The Town's CEO will present on the Town's response to the COVID-19 pandemic (Attachment 2).

OFFICER RECOMMENDATION - ITEM 8.1

That the Town's response to the COVID-19 pandemic be noted.

8.2 DWER report in response to Cleanaway Fire, Guildford

DWER's Pollution Response Unit produced an Action Report on the 25 November 2019 fire at the Cleanaway Materials Recovery Facility in South Guildford (Attachment 3).

OFFICER RECOMMENDATION - ITEM 8.2

That the Action Report from DWER's Pollution Response Unit on the fire at the Cleanaway Materials Recovery

Facility Fire in South Guildford be received, assessed and relevant recommendations made to Council (Attachment 3).

8.3 Cleanaway Fire – Resident concerns

In response to the fire at Cleanaway's Guildford site in November 2019, the Town of Bassendean received a complaint from a nearby resident, in relation to the public health and safety impacts. The complaint went on to seek that the Bassendean community is provided with the following:

- 1. "Access to all monitoring data and sampling undertaken so far*
- 2. A dedicated environmental health investigation to quantify the pollution impact and residues in our environment and Swan River and monitor them over time*
- 3. Evidence that Cleanaway has the necessary expertise, training, infrastructure and equipment to respond to fire at its premises*
- 4. An assurance that Cleanaway relocates to an appropriate location with an adequate buffer zone."*

OFFICER RECOMMENDATION - ITEM 8.3

The requests listed above be considered and relevant recommendations be made to Council.

8.4 Local Emergency Management Arrangements update

The LEMA Recovery Plan and LEMA Consultation Draft have now been circulated to all Committee members and amendments incorporated (LEMA – Attachment 4, Recovery Plan – Attachment 5).

OFFICER RECOMMENDATION – ITEM 8.4

That the Committee endorse the current versions of both the LEMA and Recovery Plan and present them to Council for noting in accordance with requirements and, that following this process, the respective Certificates of Approval be signed by the Chair of the LEMC and the Mayor of the Town of Bassendean.

(LEMA - Attachment 4, LEMA Certificate of Approval Attachment 4a, Recovery Plan - Attachment 5, Recovery Plan Certificate of Approval Attachment 5a).

8.5 BLEMC Instrument of Delegation

The BLEMC's Instrument of Delegation has been reviewed and an amended Instrument has been prepared for Council's consideration. (Attachment 6).

OFFICER RECOMMENDATION - ITEM 8.5

That the BLEMC note that an updated BLEMC Instrument of Delegation has been prepared and will be presented to Council's next available meeting (Attachment 6).

8.6 Emergency Management Agency Reports

SEMC Business Unit

District Emergency Management Committee (DEMC)

The DEMC has not met since the last reported meeting on Monday 16 March.

WALGA LGEMAG

The LGEMAG has not met since the last reported meeting of 10 December 2019. Any future meeting will be conducted on-line.

Local Welfare Committee

OFFICER RECOMMENDATION – ITEM 8.6.

That the Emergency Management Agency Reports be received.

8.7 Post-Incident Reports and Post Exercise Reports

The Committee has requested all HMA's routinely forward post incident reports to the Town for presenting to LEMC.

Any relevant post incident and post exercise reports are to be tabled at the meeting.

The report of the BLEMC Success Hill Bushfire exercise is attached (Attachment 7).

OFFICER RECOMMENDATION– ITEM 8.7

That post incident and post exercise reports be received.

8.8 Contact Details and Key Holders

The current Contact Details and Key Holders' details are attached. Committee members are requested to email any updates to the meeting organiser (Attachment 8).

OFFICER RECOMMENDATION – ITEM 8.8.

That the Committee members' contact details be confirmed, as amended.

8.9 Preparedness, Prevention, Response and Recovery Issues

Members are invited to discuss:

- preparedness issues.
- prevention issues.
- response issues; and
- recovery issues

OFFICER RECOMMENDATION – ITEM 8.9

That Preparedness, Prevention, Response and Recovery Issues raised, be received.

9.0 MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

10.0 ANNOUNCEMENTS OF NOTICES OF MOTION FOR THE NEXT MEETING

11.0 CONFIDENTIAL BUSINESS

12.0 CLOSURE

The next meeting date is to be held on Wednesday 1 July at 3:30pm.