



TOWN OF

Bassendean

MINUTES

Bassendean Local Emergency Management Committee

Wednesday 1 March 2023, 3:30 pm

in the Council Chamber,
Administration Building
48 Old Perth Road, Bassendean WA 6054

1 Declaration Of Opening; Acknowledgment of Country; Acknowledgment of Visitors; Disclaimer

Acknowledgement of Traditional Owners

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 Announcements by the Presiding Member without Discussion

Nil.

3 Attendances, Apologies and Leave of Absence

Present

Members

Cr Paul Poliwka, Presiding Member
Cr Tallan Ames, Town of Bassendean
Donna Shaw, Acting Director Community Planning
Senior Sergeant Luke Collins, Kiara Police Station (via Microsoft Teams)
Jo-Anne Bennett, Department of Communities
Stephen Blatchford, Bassendean State Emergency Services

Officers

Quinta La Rosa, District Emergency Management Advisor
John Lane, Emergency Management Officer
Phil Adams, Executive Manager Infrastructure (via Microsoft Teams – 3.43pm)
Sharna Merritt, Senior Ranger
Jeff Somes, Environmental Health Officer

Apologies

Ryan Hamblion, Department of Communities
Chris Kin-Maung, DFES, Metropolitan North East Metropolitan Operations
Stacey Abbott, St John Ambulance

4 Declarations of Interest

Nil.

5 Presentations or Deputations

Nil.

6 Confirmation of Minutes

6.1 Confirmation of Minutes	
Attachments	1. BLEMCM Minutes 7 December 2022 [6.1.1 - 7 pages]

Committee/Officer Recommendation – Item 6.1

MOVED Cr Poliwka, Seconded Donna Shaw, that the Minutes of the Bassendean Local Emergency Management Committee meeting held on 7 December 2022 be received.

CARRIED UNANIMOUSLY 6/0

7 Business Deferred from Previous Meeting

Nil

8 Reports

8.1 Preparedness, Prevention, Response and Recovery Issues	
Attachments	Nil

Members were invited to discuss:

- Preparedness issues;
- Prevention issues;
- Response issues; and
- Recovery issues.

Department of Communities (DoC)

Discussion regarding the DoC response to the recent flooding in the Kimberley region of Western Australia, including damage to DoC properties and the need for electrical building assessments. 39 communities have been impacted. Bassendean SES has provided support, and has had members deployed in the Fitzroy Crossing region.

DOC also advised that the State Support Plan was out for comment, which will ultimately feed into local support planning.

District Emergency Management Advisor

The Local Emergency Management Committee Handbook is currently out for review, including details on capability frameworks. A DEMP and LEMP consultant has been appointed to review arrangements.

The Disaster Relief Fund will be available for local governments from June. The DRF will fund projects that build resilience to, prepare for, or reduce the risk of, future natural hazard impacts. Further information is available in the attached DFES District Emergency Management Advisor Report.

Emergency Management Officer

The LEMA and LRP review has been undertaken, including changes to the recovery plan and documents to be distributed. The Town's Senior Ranger and DoC provided comments, to be incorporated into the documents. BLEMC noted that the documents can be endorsed subject to these changes without further review.

The Emergency Management Officer also advised that a Local Government Handbook had been prepared which was not for public access, but provided details as to the roles and responsibilities in the Local Government in the event of an emergency. Cr Ames suggested the document be labelled and stored with existing emergency kits. BLEMC discussed whether the cover should be embossed and potential colours. The Town's preferred suppliers will be sent to the Emergency Management Officer.

Committee/Officer Recommendation – Item 8.1

MOVED Cr Poliwka, Seconded Cr Ames, that the Preparedness, Prevention, Response and Recovery Issues raised, be received.

CARRIED UNANIMOUSLY 6/0

8.2 Post Incident Reports and Post Exercise Reports

Attachments

Nil

The Committee discussed matters relating to floods in the Kimberly Region as part of item 8.1

The District Emergency Management Advisor advised of an exercise with the LEMC at the City of Bayswater, to potentially undertaken at the next BLEMC related to internal local government roles in the event of an emergency. It was estimated the exercise would take approximately half an hour to two hours. The Emergency Management Officer advised that further information would be sought from the City of Bayswater in this respect.

Committee/Officer Recommendation – Item 8.2

MOVED Cr Poliwka, Seconded Jo-Anne Bennett, that the post incident and post exercise reports be received.

CARRIED UNANIMOUSLY 6/0

8.3 Contact Details and Key Holders

Attachments

Nil

No updates were required to the Contact Details and Key Holders' details.

Committee/Officer Recommendation – Item 8.3

MOVED Cr Poliwka, Seconded Cr Ames, that the Committee members' contact details be confirmed.

CARRIED UNANIMOUSLY 6/0

8.4 Agency Members Reports (Round Table)

Attachments

Nil

Agency members presented a report on significant incidents, developments and emergency arrangements etc that may impact Town of Bassendean Local Emergency Management Arrangements (LEMA), or be of interest to the LEMC.

District Emergency Management Advisor raised the current meeting time and whether this is still appropriate. Committee members had no concerns with changing the Committee time, and it was recommended that a poll with potential dates be distributed to members.

Bassendean SES advised that three limbs had recently fallen on roofs from Eucalyptus trees.

Department of Communities has been requested by the SEMC to prepare an issues paper on medium to long term accommodation and to prepare a report on the establishment of a disaster information report centre. A framework for people at risk in emergencies was always being developed with a view to enhance services for community sector capabilities.

Kiara Police advised that land searches were being undertaken in other areas, but no searches to report that impact BLEMC.

Committee/Officer Recommendation – Item 8.4

MOVED Cr Poliwka, Seconded Cr Ames, that the reports be received.

CARRIED UNANIMOUSLY 6/0

8.5 BLEMC Management Review

Attachments	Nil
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Committee discussed Council's 28 February 2023 decision to change BLEMC to an external Committee of Council as opposed to a formal committee of Council, to cease requirements for a quorum.

Committee/Officer Recommendation – Item 8.5

MOVED Cr Poliwka, Seconded Cr Ames, that the report be received.

CARRIED UNANIMOUSLY 6/0

9 Motions of Which Previous Notice Has Been Given

Nil

10 Announcements of Notices of Motion for the Next Meeting

Nil

11 Closure

The next Bassendean Local Emergency Management Committee will be held on Wednesday, 14 June 2023.

There being no further business, the Presiding Member declared the meeting closed, the time being 4.14pm.