

TOWN OF BASSENDEAN
NOTICE OF A MEETING OF THE
BASSENDEAN LOCAL EMERGENCY MANAGEMENT
COMMITTEE

Dear Committee Member

A meeting of the Bassendean Local Emergency Management Committee of the Town of Bassendean will be held in the Council Chamber, 48 Old Perth Road, Bassendean, on Wednesday, 7 November 2018, commencing at 3.30pm.

Peta Mabbs
CHIEF EXECUTIVE OFFICER

1 November 2018

A G E N D A

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**

Apologies

Cr Mykytiuk – 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 September 2018

COMMITTEE/OFFICER RECOMMENDATION – ITEM 4.1

That the minutes of the BLEMC meeting held on 5 September 2018, be confirmed as a true record.

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 Swan and Helena River Flood Study: Hydrology Final Report

The report summarises the analysis, modelling and results of Swan and Helena Rivers Flood Study, commissioned by the East Metropolitan Regional Council (ERMC) in August 2015 and completed in April 2016. The document can be found on the Town's website:

<https://www.bassendean.wa.gov.au/council-meetings/bassendean-local-emergency-management-committee/304>

OFFICER RECOMMENDATION - ITEM 8.1

That the Swan and Helena Rivers Flood Study:Hydrology Final Report be received.

8.2 State Emergency Management Committee Draft Local Recovery Guidelines

The Policy and Legislation Division of the Department of Fire and Emergency Services (DFES) is seeking Local Government feedback on the latest draft of the Local Recovery Guidelines. (Attachment 1).

OFFICER RECOMMENDATION – ITEM 8.2

That the Draft Guidelines be received for review by this Committee.

8.3 Flood Mitigation Project

The new Swan River flood maps will be adopted as from 1 September 2018. It should be noted that the 1% AEP flood height is approximately 1m lower than the previous predicted flood height.

The Town has negotiated with SES to affix the new fluoro flood discs to Western Power poles at the new flood height and is preparing new road side signs.

DFES is seeking the project be wrapped up without further delay. The Town is seeking to comply.

OFFICER RECOMMENDATION – ITEM 8.3

That the information on the Flood Mitigation Project be received.

8.4 Local Government Emergency Risk Management Project

The Town of Bassendean was invited to participate in the State Risk Assessment Project Local. The project will assist Local Governments including the Town of Bassendean, Town of Victoria Park, City of Belmont, City of Swan and the City of Bayswater to examine and assess their exposure to several hazards. The first hazard workshop dealing with Heatwave took place on the 7th November at the City of Bayswater hosted by officers from DFES Special Risks Section. The Town of Bassendean provided a team of personnel to assess this hazard on behalf of the ToB.

OFFICER RECOMMENDATION – ITEM 8.4

That the report of the Emergency Management Risk Project be received.

8.5 Midland Local Welfare Plan

The Department of Communities - Emergency Services has updated The Local Emergency Welfare Plan for the Midland Region. The plan was updated in September 2018. (Attachment 2)

OFFICER RECOMMENDATION – ITEM 8.5

That the Local Emergency Welfare Plan for the Midland Region be received.

8.6 Emergency Management Agency Reports

Office of Emergency Management (OEM)

See attached the OEM Report provided by Merveen Cross (Attachment 3).

District Emergency Management Committee (DEMC)

The Central DEMC last met on 13 September 2018. Minutes will be circulated when received.

North & East Metropolitan Recovery Group Exercise Report

WALGA EMAG

The WALGA EMAG last met on 11 September 2018. The minutes will be circulated once received.

Local Welfare Committee

No meeting has been conducted in the past quarter.

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.

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 will be circulated at the meeting for any update requirements.

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 meeting schedule for next year is yet to be considered by Council.

It is proposed to hold the next meeting on Wednesday, 6 February 2019 commencing at 3.30pm – to be confirmed.