



TOWN OF
Bassendean

MINUTES

Bassendean Local Emergency Management Committee

Wednesday 7 December 2022, 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

The Presiding Member declared the meeting open, welcomed all those in attendance and acknowledged the past and present traditional owners and custodians of the land on which the meeting was held.

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

Officers

Quinta La Rosa, District Emergency Management Advisor
John Lane, Emergency Management Officer
Phil Adams, Executive Manager Infrastructure
Sharna Merritt, Senior Ranger
Jeff Somes, Environmental Health Officer
Amy Holmes - Minute Secretary (via Microsoft Teams)

Apologies

Jo-Anne Bennett, Department of Communities

4 Declarations of Interest

Nil

5 Presentations or Deputations

Nil

6 Confirmation of Minutes

6.1 BLEMC Minutes of 14 September 2022	
Attachments	1. BLEMC Minutes 14 September 2022 [6.1.1 - 5 pages]

Committee/Officer Recommendation – Item 6.1 BLEMC – 1/12/22

MOVED Cr Ames, Seconded Donna Shaw, that the Minutes of the Bassendean Local Emergency Management Committee meeting held on 14 September 2022 be received.

CARRIED UNANIMOUSLY 7/0

Committee/Officer Recommendation – Item 6.2 BLEMC – 2/12/22

MOVED Donna Shaw, Seconded Cr Poliwka, that the Minutes of the Bassendean Local Emergency Management Committee meeting held on 30 November 2022 be noted.

CARRIED UNANIMOUSLY 7/0

7 Business Deferred from Previous Meeting

Nil

8 Reports

8.1 Metropolitan North & East Recovery Group	
Attachments	Nil

No updates to report.

8.2 Joint LEMC proposal between the City of Bayswater and the Town of Bassendean	
Attachments	Nil

A discussion paper on the joint LEMC proposal was circulated to all members on 10 November 2022. In accordance with the process toward amalgamation outlined in State Policy, a motion to proceed is now required. Should the motion to proceed be passed by the LEMC memberships of both local governments, a formal report will be prepared for tabling at the next scheduled meeting of the LEMC.

Officer Recommendation – Item 8.2

That:

1. The membership unanimously agrees to proceed towards amalgamation of the City of Bayswater LEMC and the Town of Bassendean LEMC; and
2. The Executive Officer be instructed to prepare a formal report to be tabled at the 8 March 2023 meeting of the Town of Bassendean LEMC.

Committee Recommendation – Item 8.2 **BLEMC – 3/12/22**

MOVED Cr Poliwka, Seconded Donna Shaw, that the Committee notes that the City of Bayswater has resolved not to proceed towards amalgamation of the City of Bayswater LEMC and the Town of Bassendean LEMC.

CARRIED UNANIMOUSLY 7/0

8.3 Review of the Town of Bassendean LEMA	
Attachments	Nil

Any formal review of the Town of Bassendean LEMA will be held over pending the outcome of the current joint LEMA Review project between DFES and WALGA.

Quinta La Rosa advised the committee that the Town should continue to progress its review of the LEMA.

Committee/Officer Recommendation – Item 8.3 **BLEMC – 4/12/22**

MOVED Cr Poliwka, Seconded Donna Shaw, that the LEMA report be received.

CARRIED UNANIMOUSLY 7/0

8.4 Agency Member Reports	
Attachments	District Emergency Management Advisor Report – 30 November 2022

Quinta La Rosa, District Emergency Management Advisor

Quinta spoke on the attached report.

Snr Sgt Luke Collins, Kiara Police Station

Recently attended a tabletop exercise in Kalamunda on hostile acts in conjunction with the Department of Education.

Chris Kin-Maung, DFES District Officer Swan

DFES are going into their high threat season with bushfires and cyclones.

Stacey Abbott, St John Ambulance

Have been involved in exercises with DFES & WAPOL.
A level 1 heatwave for this season has been Declared by the Department of Health.
St John have a response plan in place to deal with this.

Ryan Hamblion, Department of Communities

There is a training session on 15 December for anyone involved in evacuation centres.

8.5	Post Incident Reports and Post Exercise Reports
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Attachments	Nil
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Nil

Committee/Officer Recommendation – Item 8.5

BLEMC – 5/12/22

MOVED Cr Poliwka, Seconded Chris Kin-Maung, that the committee notes that no post incident and post exercise reports were received.

CARRIED UNANIMOUSLY 7/0

8.6	Contact Details and Key Holders
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Attachments	Nil
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All contact details have been updated in relevant documents.

Committee/Officer Recommendation – Item 8.6

BLEMC – 6/12/22

MOVED Cr Poliwka, Seconded Donna Shaw, that the Committee members' contact details be confirmed, as amended.

CARRIED UNANIMOUSLY 7/0

8.7 Preparedness, Prevention, Response and Recovery Issues	
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Attachments	Nil
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Jeff Somes, Environmental Health Officer

Latest COVID advice from the Department of Health released on 2 December. Make sure you keep vaccinations up to date and stay home if you have any symptoms.

Sharna Merritt – Senior Ranger

Discussed being prepared for fire season, including the need to ensure properties the subject of bushfire notices were appropriately slashed/cleared.

Committee/Officer Recommendation – Item 8.7
BLEMC – 7/12/22

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

CARRIED UNANIMOUSLY 7/0

8.1 Metropolitan North & East Recovery Group	
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Attachments	Nil
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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 1 March 2023, commencing at 3.30pm.

There being no further business, the Presiding Member declared the meeting closed, the time being 4.22pm.