



TOWN OF
Bassendean

MINUTES

Bassendean Local Emergency Management Committee

Wednesday 27 February 2024

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

3 Attendances, Apologies and Leave of Absence

Present

Members

Cr Paul Poliwka, Presiding Member, Town of Bassendean
Cr Jennie Carter, Town of Bassendean
Senior Sergeant Mollie Stevenson, Kiara Police Station
Luke Gibson, Town of Bassendean
Chris Kin-Maung, DFES, Metropolitan North-East Metropolitan Operations
John Coniglio, St John Ambulance

Officers

John Lane, Emergency Management Officer
Jeff Somes, A / Senior Environmental Health Officer
Cate Willey, District Emergency Management Advisor
Jo Burges, Manager Governance and Strategy

Apologies

Jo-Anne Bennett, Department of Communities
Stephen Blackford, Bassendean State Emergency Services
Sharna Merritt, Senior Ranger
Ryan Hamblion, Department of Communities
Mark Melvin, Bassendean State Emergency Services

4 Declarations of Interest

Nil.

5 Presentations or Deputations

Nil.

6 Confirmation of Minutes

6.1 Confirmation of Minutes	
Attachments	1. Minutes – 14 November 2023 BLEMC meeting

Officer Recommendation / Committee Resolution – Item 6.1

That the minutes of the Bassendean Local Emergency Management Committee meeting held on 14 November 2023, be received and confirmed as a true and correct record.

7 Business Deferred from Previous Meeting

8 Reports

8.1 Post Incident Reports and Post Exercise Reports	
Attachments	Nil

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.

It was noted that no formal post incident and post exercise reports were presented to be received.

8.2 Updates to Local Emergency Management Arrangements	
Attachments	Nil

Purpose

The purpose of this report is for the Committee to consider an update to the Town's Local Emergency Management Arrangements.

Background

The Town's Local Emergency Management Arrangements (LEMA) were last reviewed in October 2023, when the Executive Officer of the State Emergency Management Committee confirmed that the Town's LEMA meets the requirements of the *Emergency Management Act 2005*.

The Town is now required to undertake a minor review of the LEMA to reflect the impending departure of the Town's current Local Recovery Coordinator (Director Community Planning). It is proposed that the Local Recovery Coordinator role will be performed by the Town's Manager Governance and Strategy.

Officer Recommendation / Committee Resolution – Item 8.2

That the Committee authorises the update to the Town’s LEMA to reflect that the Local Recovery Coordinator role will be performed by the Town’s Manager Governance and Strategy.

8.3 Agency Members Reports (Round Table)	
Attachments	Nil

Agency members present 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.

- WAPOL gave an update on a various search and rescue activities and discussed the “Safe and Found” initiative. The Town undertook to promote the initiative.
- ToB provided an update on the Metropolitan North East Recovery Group partnership.
- St John provided the following updates:
 - The WAVED (WA Virtual Emergency Department) program a partnership between the Department of Health and St John Ambulance where emergency clinicians, paramedics, nurses, and support staff will provide virtual consultations and treatment, with referral to supporting services as required.
 - The current focus on addressing violence and aggression from the public.
- DFES (operations) gave an update on fire management activities; particularly in relation to the Level 2 fires in Kalgoorlie and Mundaring. Suggested that there are various relevant learnings from those experiences (including in relation to the importance of generators, satellite communications and general preparation) that can be presented to a subsequent BLEMC meeting.
- DFES (DEMA) provided an update, as attached.

Officer Recommendation / Committee Resolution – Item 8.3

That the updates be received.

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 at midday, Wednesday 12 June 2024.

There being no further business, the Presiding Member declared the meeting closed, the time being 1.10pm.