

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, 6 September 2017, commencing at 3.30pm.

Mr Bob Jarvis
CHIEF EXECUTIVE OFFICER

1 September 2017

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**

3.0 **DEPUTATIONS**

4.0 CONFIRMATION OF MINUTES

4.1 Minutes of the Bassendean Local Emergency Management Committee meeting held on 7 June 2017

COMMITTEE/OFFICER RECOMMENDATION – ITEM 4.1

That the minutes of the BLEMC meeting held on 7 June 2017, 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 Annual Capability Survey

At the last meeting, it was agreed that the DCD would complete the annual capability assessment survey for 2017 by the due date, and present a copy to this meeting. For information, attached with the agenda please find a copy of the completed survey.

OFFICER RECOMMENDATION – ITEM 8.1

That the information on the Annual Report and Capability Questions be received

8.2 Flood Mitigation Project

EMRC Swan River flood mapping project remains in progress. The consultants (BMT WBM Pty Ltd) have advised the Town the test runs for the flood inundation mapping exercise will be completed in late August/early September.

Variation from the existing 1% ARI flood levels with this study will be taken into account prior to the new flood discs being installed on Western Power poles in the Town.

OFFICER RECOMMENDATION – ITEM 8.2

That the information on the Flood Mitigation Project be received

8.3 Flood Height Markers

Council has resolved that flood markers be installed on jetties as navigation tool to the infrastructure below, and to provide understanding of the flood height at that point.

While no budget allocation was specifically made for this action, it is expected that funding can be secured for the purpose from within existing budgets.

A long-time resident pointed out a flood marker sign in AHD alongside the southern jetty in Point Reserve. The routed timber sign is in need of painting. Restoration action will be taken in the summer months when the sign is accessible with lower water levels.

OFFICER RECOMMENDATION – ITEM 8.3

That the information on the Flood Height Marker Project be received

8.4 LEMA Review

The new draft LEMA and Recovery Plan have been forwarded to OEM to be referred for DEMC endorsement. There has not been a DEMC meeting since the last meeting of Committee.

OFFICER RECOMMENDATION – ITEM 8.4

That the information on the new draft LEMA and Recovery Plan be received

8.5 Generators for Continuity of Service in an Emergency

Council has resolved that the Town of Bassendean assess and reports on the provision of suitable stand-alone generators for the Ashfield Disability Centre and the Town Depot.

The Notice of Motion referred to power outages that had resulted in discontinued services by the Town. Two specific sites identified in the Notice of Motion as benefiting from the provision of temporary power capacity, are the Ashfield Community Centre and the Town's Depot.

In response, the generators were put for consideration to the draft budget, but were not funded in the adopted budget.

While a meritorious notion, logistically there remains a significant retrofit cost to both facilities to make plug in power functional. New discrete circuits require installing, as was the case in the Library Meeting Room, that is wired for temporary power. Installation at construction is less complex and switches can be installed to transfer from reticulated to temporary power if built-in at that time. It is not possible to install a switch mechanism as a retrofit.

Temporary power is prone to output fluctuates with load and such fluctuations can be detrimental to delicate equipment like computers. The solution to fluctuations is to provide a large generator that is not going to labour with an increase in power draw down.

While cabling remains a logistical dilemma, a lesser cost option is for the Town to establish an agreement with a hire company to provide large temporary power units for the Town's purposes in the event of power outages that are likely to be for a prolonged period.

OFFICER RECOMMENDATION – ITEM 8.5

That the Town investigates establishing an agreement with hirer companies for the supply of temporary power plants to meet the Town's needs during periods of extended power outages.

8.6 ESL Review

The comment period on the Economic Regulation Authority draft report into the collection, management and distribution of the ESL funds closed on 11 August.

The final report will go to the Minister on 29 September.

While many LG's submitted individual submissions, WALGA compiled an industry-wide submission.

The main outcomes the Town was hoping to see was that funding would be available to local government through ESL to fund EM operatives and recovery purposes.

In the draft report, staffing is deemed a core function of local government and as such, the report did not support the broadening of the use of ESL funds for recurrent activities, such as an Emergency Management Officer.

The draft Report did not support the broadening of the use of ESL funds for Recovery function as it notes Federal and State funding sources for the purpose already exist.

We will wait and see if these argued positions become overturned in the final Report.

OFFICER RECOMMENDATION – ITEM 8.6

That the information on the Economic Regulation Authority review of the ESL be received

8.7 Emergency Management Agency Reports

Office of Emergency Management (OEM)

The OEM report will be tabled at the meeting.

District Emergency Management Committee (DEMC)

The Central DEMC meeting scheduled for 3 August 2017 was cancelled and is to be rescheduled for late September.

North & East Metropolitan Recovery Group

Ordinarily, the group meets annually in April to revise the Agreement and rotate secretariat function. No meeting has been conducted in the past quarter.

WALGA EMAG

The WALGA EMAG last met on 13 June 2107. Minutes of the meeting are attached.

Local Welfare Committee

No meeting has been conducted in the past quarter.

OFFICER RECOMMENDATION – ITEM 8.7

That the Emergency Management Agency Reports be received.

8.8 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 Town was represented at an Emergency Welfare Centre Management training session conducted by DCS on Wednesday 19 July conducted at the Altone Recreation Centre.

An emergency event occurred in the Town's industrial area on Wednesday 30 August when a gas leak was detected in a factory in Wood Street. The Town was requested to attend the ICC by the IC who had declared a 200m exclusion zone and ordered the evacuation from within the zone. Power was isolated to the site. Two ISG meetings were convened. It was unknown if the gas was natural gas or acetone, as both were on site. A disused gas bullet cylinder was found to have a faulty valve. Once isolated and allowed time to vent naturally, negative readings were recorded. At stand down, the IC summarised the event as being a routine response to a Hazmat incident and systematically worked through without incident. The Town, while on hand, was not required to provide assistance. It should be noted there was productivity lost time for two major heavy industrial factories in the Town as a result.

OFFICER RECOMMENDATION– ITEM 8.8

That post incident and post exercise reports be received.

8.9 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 8.9

That the Committee members' contact details be confirmed as amended

8.10 Preparedness, Prevention, Response and Recovery Issues

Members are invited to discuss:

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

OFFICER RECOMMENDATION – ITEM 8.10

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 to be held on Wednesday, 1 November 2017 commencing at 3.30pm.