



Local Emergency Management Committee Meeting

12 June 2024

Commencing at 10:30 AM

AGENDA

The next Local Emergency Management Committee Meeting will be held at the Shire of Toodyay Council Chambers, 15 Fiennes Street, Toodyay WA 6566 on the abovementioned date and time.

Members are requested to familiarise themselves with the Agenda and prepare notes to help address key issues for the debate during the Meeting.

Members are requested to email questions via email at ceo@toodyay.wa.gov.au at the earliest opportunity so that Officers can respond to those questions prior to the Meeting.

Tabitha Bateman

ACTING CEO



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ATTACHMENTS can be found in the Attachments Paper on the Council website alongside this agenda.

1 DECLARATION OF OPENING

1.1 ANNOUNCEMENT OF VISITORS

1.2 RECORD OF ATTENDANCE AND APOLOGIES

1.3 DISCLOSURE OF INTEREST

2 MINUTES AND ADDITIONAL INFORMATION

2.1 CONFIRMATION OF MINUTES

Minutes of Meeting held on 13 March 2024

OFFICER'S RECOMMENDATION

That the Unconfirmed Minutes of the Local Emergency Management Committee Meeting held on 13 March 2024 be confirmed.

2.2 REVIEW OF STATUS REPORT

2.2.1 Confirmation of Minutes and Status Report

Attachments:	<ol style="list-style-type: none">1. March 2024 LEMC Minutes;2. Status Report; and3. Committee Member Reporting Form.
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The extract of the LEMC Minutes from March 2024 are provided for confirmation purposes.

The LEMC Status report is provided for review.

The Committee Member Reporting Form is provided with this agenda, and separately via email for members to complete upon receipt of the Agenda for the LEMC Meeting and email completed forms to execsec@toodyay.wa.gov.au

Please note that once the meeting is held, the title of this report will change to say update of the Status Report, in the minutes of the meeting.

2.3 INWARD/OUTWARD CORRESPONDENCE

2.3.1 Contacts Register, Incoming and Outgoing Correspondence

Attachments:	<ol style="list-style-type: none">1. DESO Report (DC Wheatbelt LEMC); (under separate cover)2. DEMA Report; (under separate cover)3. DEMA Red Cross Follow up.4. Contacts and Resources Register. (confidential) <i>Section 5.23(2) (e)(iii) a matter that if disclosed, would reveal information about the business, professional, commercial or financial affairs of a person where the trade secret or information is held by, or is about, a person other than the local government (under separate cover)</i>
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CORRESPONDENCE INWARDS

- DESO Report (To be tabled at the meeting)
- DEMA Report (to be tabled at the meeting)
- DEMA – Red Cross Follow up and resources (to be tabled at the meeting)

CORRESPONDENCE OUTWARDS

- Nil.

CONTACTS AND RESOURCES REGISTER

Please email EBONY any updates via emo@toodyay.wa.gov.au

3 BUSINESS LEFT OVER FROM PREVIOUS MEETING (IF ADJOURNED)

Nil.

4 OTHER BUSINESS / NEW BUSINESS OF AN URGENT NATURE

4.1 CONTACT LIST

Please email updates via emo@toodyay.wa.gov.au

4.2 RISK MANAGEMENT

MAF progressing

NBN Emergency Management Session in Dowerin (June 7)

4.3 PRESENTATIONS OR EVENTS

Red Cross Roadshow – Recovery training

4.4 INCIDENT/EXERCISE REPORTS

Evacuation Centre exercise – Muchea, May 22.

4.5 PROJECTS AND GRANT FUNDING

NDRR – successful grant (North/Nottingham)

Aware grant round open

4.6 STRATEGIC REVIEW / PLANNING

LEMA Updated (Department of Communities terminology and general grammar and formatting amendments). (I will send you the finished copy soon).

4.7 ROUNDTABLE DISCUSSION AND AGENCY UPDATES

5 CONFIRMATION OF NEXT MEETING

The next meeting of the Local Emergency Management Committee Meeting is scheduled to be held on 13 November 2024 commencing at 10:30 AM.

6 CLOSURE OF MEETING

The Chairperson will close the meeting.