

Local Emergency Management & Airport Committee Meeting Agenda
11 November 2019



NOTICE OF LOCAL EMERGENCY MANAGEMENT & AIRPORT COMMITTEE MEETING

A meeting of the Local Emergency Management & Airport Committee will be held on **Monday 11 November 2019, commencing at 4.00pm** in the Training Room at the Shire Administration Building at 70 Wotton Street

Contents

1.	DECLARATION OF OPENING / ANNOUNCEMENT OF VISITORS.....	2
2.	RECORD OF ATTENDANCE AND APOLOGIES	2
3.	CONFIRMATION OF MINUTES OF PREVIOUS MEETING.....	2
4.	BUSINESS ARISING FROM THE PREVIOUS MINUTES	2
5.	INFORMATION REPORTS FROM CEO	2
6.	GENERAL BUSINESS	2
7.	CLOSURE OF MEETING	2

APPENDICES

- Minutes LEMC Meeting 20 August 2019
- Potential Meeting Dates for 2020

**Local Emergency Management & Airport Committee Meeting Agenda
11 November 2019**

AGENDA:

1. DECLARATION OF OPENING / ANNOUNCEMENT OF VISITORS

2. RECORD OF ATTENDANCE and APOLOGIES

Attendance:

Robert Wiles	(Works Manager – Shire of Wiluna)
Julie Greatbatch	(Administration Assistant – Shire of Wiluna)
Wade Bloffwitch	(Emergency Capacity Manager – Ngangganawili Aboriginal Health Service)
Shane Salvini	(OHS Superintendent – Jundee)
Noela Crowley	(Dept of Communities – Child Protection)
Nadia Somers	(AMS Australia)

Apologies

Brendan Corry	(Regulatory Affairs Specialist – Rosslyn Hill)
---------------	--

3. CONFIRMATION OF MINUTES OF PREVIOUS MEETING

3.1 Minutes of the LEMAC meeting held on the 20 August 2019

4. BUSINESS ARISING FROM THE PREVIOUS MINUTES

4.1 Discuss potential dates for Desk Top Exercise

5. INFORMATION REPORTS FROM CEO

6. GENERAL BUSINESS

7. CLOSURE OF MEETING

**Local Emergency Management & Airport Committee Meeting
Minutes 20 August 2019**



NOTICE OF LOCAL EMERGENCY MANAGEMENT & AIRPORT COMMITTEE MEETING

A meeting of the Local Emergency Management & Airport Committee will be held on **Monday 5 August 2019, commencing at 4.00pm** in the Training Room at the Shire Administration Building at 70 Wotton Street

Contents

1.	DECLARATION OF OPENING / ANNOUNCEMENT OF VISITORS.....	2
2.	RECORD OF ATTENDANCE AND APOLOGIES	2
3.	BUSINESS ARISING FROM THE PREVIOUS MINUTES	2
4.	INFORMATION REPORTS FROM CEO	3
5.	GENERAL BUSINESS	3
6.	CLOSURE OF MEETING	3

APPENDICES

- Minutes LEMC Meeting 20 May 2019
- Geotechnical pavement report by Golder & Associates
- Contact and Resources Register – 15 July 2019

**Local Emergency Management & Airport Committee Meeting
Minutes 20 August 2019**

AGENDA:

1. DECLARATION OF OPENING / ANNOUNCEMENT OF VISITORS

The Chairperson Robert Wiles welcomed everyone with the meeting opening at 4.05pm

2. RECORD OF ATTENDANCE and APOLOGIES

Attendance:

Robert Wiles	(Chairperson - Works Supervisor – Shire)
Wade Bloffwitch	(Emergency Capacity Manager/Community Paramedic – Ngangganawili Aboriginal Health Service)
Bruce Davidson	(Acting Sergeant – Wiluna Police Station)
David Drummond	(Wiluna Police Station)
Julie Greatbatch	(Administration Assistant – Shire)

Apologies

Shane Salvini (Northern Star – Jundee – OHS Superintendent)

Colin Bastow (Chief Executive Officer – Shire)

3. CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS

3.1 Minutes of the LEMC meeting held on the 20 May 2019

MOVED WADE BLOFFWITCH

SECONDED BRUCE DAVIDSON

That the minutes of the LEMC meeting held 20 May 2019 be confirmed.

CARRIED

3. BUSINESS ARISING FROM THE PREVIOUS MINUTES

Nil

**Local Emergency Management & Airport Committee Meeting
Minutes 20 August 2019**

4. INFORMATION REPORTS FROM CEO

Nil

5. GENERAL BUSINESS

5.1 Recommendations have been made to the AEP and is in the process of being completed and sent to CEO to sign off on.

5.2 Possible Dates and scenarios for a Local Desk Top Exercise

It was suggested by Wade Bloffwitch that a Monday would be a workable choice, and this was supported by the other attendees.

Robert Wiles advised that the Shire would investigate finding a provider to run the Desk Top Audit. Wade was asked if he had any suggestions and his input would be appreciated

5.3 Endorse Updates made to Contact and Resources Register – 15 July 2019

It was agreed that the Register was correct on that date, but it now needs updating as DFES have made changes.

There was a general discussion regarding the following items:

- A rear fence for the fire shed
- The undermining of the fire shed slab and how it could be addressed
- Access to water for emergencies closer to the fire shed with the discussions regarding a pillar hydrant that is lockable.

6. CLOSURE OF MEETING

The meeting was closed at 4.20pm

Possible dates are marked in Green

2020 Calendar

JANUARY

S	M	T	W	T	F	S
		1	2	3	4	
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

FEBRUARY

S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29

MARCH

S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

APRIL

S	M	T	W	T	F	S
		1	2	3	4	
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

MAY

S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

JUNE

S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

JULY

S	M	T	W	T	F	S
		1	2	3	4	
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

AUGUST

S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

SEPTEMBER

S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

OCTOBER

S	M	T	W	T	F	S
			1	2	3	
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

NOVEMBER

S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

DECEMBER

S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		