



SHIRE OF YALGOO LOCAL EMERGENCY MANAGEMENT COMMITTEE

AGENDA

11:00am Wednesday 10 September 2014
Railway Station, Yalgoo

<ol style="list-style-type: none"> 1. <u>Welcome</u> 2. <u>Announcement by the Person Presiding</u> 3. <u>Record of Attendance and Apologies</u> 	Chair	
<ol style="list-style-type: none"> 4. <u>Declarations of Interest</u> <i>Identify real, perceived or potential conflicts of interest experienced by any member in relation to the items on the agenda. These should be declared now and if possible raised with the chairperson prior to the meeting to determine the appropriate way to manage the conflict.</i> 	Chair	Time allocated
<p>Business Arising</p> <ol style="list-style-type: none"> 5.1 Confirmation of prior meeting minutes <ul style="list-style-type: none"> • That the minutes of the Local Emergency Management Committee held on Wednesday 13 November 2013 be confirmed. 5.2 Action Items List <ol style="list-style-type: none"> 1. Post LEMA to Shire of Yalgoo to website 2. Source funding and implement a recovery plan after the ERM process is complete 3. Application to AWARE for funding 4. Improve flood preparations: <ul style="list-style-type: none"> • Compile an emergency kit for pastoral stations. • List of commodities (re supply) to be considered in the event of an emergency—which results in the isolation of the community including pastorals stations • Prepare Flood Plans (refer Adrian DeKleer from SES) to be activated in an emergency. • Arrange training in Evacuation procedures with Keith Shaw, District Emergency Services Officer 	<ul style="list-style-type: none"> • Chair / Relevant persons 	

<ul style="list-style-type: none"> • Update local welfare plans with Keith Shaw, District Emergency Services Officer <p>5. Public Communication:</p> <ul style="list-style-type: none"> • Set up a Sub Committee of representatives from the Police, Community & Youth Coordinator, Centacare, Meedac, Yalgoo Primary School, St John Ambulance, Nursing Post and the Shire • Set up alarm or similar warning system for town of Yalgoo • Disability services available for evacuees • 3 day survival plan for residents (minus water, power) • Instruction sheets & plans for Yalgoo residents in case of an emergency • Local businesses to identify and assess their own risks • Organise community meeting <p>6. Stations:</p> <ul style="list-style-type: none"> • Instruction sheets / plans in case of an emergency • Update station lists • Provide supply and delivery forms (re supply) • Compile survival kits <p>7. Exercise:</p> <ul style="list-style-type: none"> • Consultation with Jim McNamara DFES to organise an exercise and further training <p>8. Business Plan:</p> <ul style="list-style-type: none"> • Set dates of LEMC meetings for 2014 • Develop a Shire of Yalgoo Business Plan for 2014 <p>9. Recovery:</p> <ul style="list-style-type: none"> • Develop Recovery plan • Local recovery plan tool kits and checklists <p>10. Preparedness</p> <ul style="list-style-type: none"> • Organise Bushfire Awareness & preparedness with DFES for protection of property & outlying assets for town residents. 		
<p>5. <u>Correspondence In</u></p> <p>6.1 SEMC – Annual Reporting for LEMC</p> <p>6.2 SEMC – Capability Assessment</p> <p>6.3 AWARE Funding</p> <p>6.4 NDRP Funding</p> <p>6.5 SEMC Quarterly Newsletter</p> <p>6.6 SEMC Communique</p> <p>6.7 MWG Calendar of Dates for LEMC’s and DEMC’s</p> <p>6.8 Invitation by DEMC to Chair and Co-Chair to attend DEMC Meeting</p>	Executive Officer	Time allocated
<p>6. <u>Correspondence Out</u></p> <p>7.1 Annual Report sent to DEMC</p> <p>The Annual LEMC Business Report was submitted</p>	Executive Officer	Time allocated

<p>to SEMC on 30 July 2013.</p> <p>7.2 Capability Assessment sent to DEMC Shire of Yalgoo LEMC 5 Year Business Plan 2011-2017</p> <p>7.3 Joint AWARE Application</p>		
<p>7. <u>Presentations</u></p> <p>8.1 AIIMS Overview</p> <p>8.2 LEMC – Induction – Roles and Responsibilities</p>	<p>WAPOL CEOM</p>	<p>1.15hr 20 minutes</p>
<p>9. <u>Standing Items</u></p> <p>9.1 Grant Funding</p> <p>9.2 Emergency Management Training</p> <p>9.3 SEMC/ DEMC</p> <p>9.5 LEMC Business Plan</p> <p>9.6 LEMC Annual Exercise</p> <p>9.7 Incidents</p> <p>9.8 Recovery</p>	<p>Responsible person</p>	<p>Time allocated</p>
<p>10. <u>General Business</u></p> <p>10.1 LEMC Structure</p> <p>10.2 LEMC Business Planning Workshop</p> <p>10.3 Regional Recovery Project</p>	<p>Chair CEMO</p>	<p>Time Allocated</p>

The next meeting of the Shire Of Yalgoo Local Emergency Management Committee
will be held on <Day> <Date> <Time>