

LOCAL EMERGENCY MANAGEMENT COMMITTEE AGENDA

MONDAY 14 APRIL 2025



Local Emergency Management Committee Dowerin

Agenda

2:00pm Monday 14 April 2025

13 Cottrell Street Dowerin

1. WELCOME, ATTENDANCE AND APOLOGIES

The Chair, Cr Robert Trepp, welcomes those in attendance and declares the meeting open at 2:00pm.

Apologies:

Lisa Begley
Kahli Rose
Barb Garner

SoD – Home Care Coordinator
SoD – Manager of Governance and Community Services
DDHS – Principal

2. CONFIRMATION OF MINUTES OF THE PREVIOUS MEETING

Recommendation/Resolution - 2

That the minutes of the Local Emergency Management Committee meeting held on 30 January 2025, as presented in [Attachment 2.1A](#) be confirmed as a true and correct record of proceeding

3. BUSINESS ARISING FROM PREVIOUS MINUTES

4. STANDING ITEMS

4.1. AGENCY UPDATES

4.1.1 - Shire of Dowerin

Disaster Ready Fund – application being written by NEWROC in conjunction with WEROC to apply as a collaborative for the purchase and installation of two generators within the townsite at our evacuation centres. The Dowerin Community Club has been addressed as the priority location and request put in for the Town Hall. Both projects will include an automatic changeover switch that will engage in the event of a power outage to minimise business disruption.

4.1.2 - DEPARTMENT

4.1.3 - DEPARTMENT


4.2 CONTACTS AND RESOURCES REGISTER UPDATE

Contacts & Resources List – [Attachment 4.2A](#)

Current LEMA – [Attachment 4.2B](#)

Committee Members are requested to advise of the necessary updates to this List

5. GENERAL BUSINESS

5.1 Local Emergency Management Arrangements – 2025 Review	
<div><div>Governance and Compliance</div><div>SHIRE OF DOWERIN TIN DOG TERRITORY</div></div>	
Date:	10 April 2025
Location:	Not Applicable
Responsible Officer:	Manisha Barthakur, Chief Executive Officer
Author:	Kahli Rose, Manager of Governance and Community Services
Legislation:	<i>Emergency Management Act 2005</i>
SharePoint Reference:	Governance > Committees > LEMC
Disclosure of Interest:	Nil
Attachments:	<u>Attachment 5.1A - 2025 Local Emergency Management Arrangements</u>

Purpose of Report

☐

Executive Decision

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Legislative Requirement

Summary

To recommend that Council endorse the revised Local Emergency Management Arrangements (LEMA) as presented at the January 2025 LEMC meeting.

Background

The Local Emergency Management Arrangements (LEMA) have undergone a scheduled review to ensure alignment with current emergency management practices, agency responsibilities, and community needs.

A draft of the updated LEMA was tabled and discussed at the January 2025 LEMC meeting. Feedback from LEMC members and relevant stakeholders has been incorporated into the final version, as included in Attachment 5.1A.

Comment

The updated LEMA reflects:

- Current contact details and organisational responsibilities
- Recent risk assessments and mitigation strategies
- Revised evacuation and welfare centre information
- Updated maps and resources

The reviewed document meets the requirements outlined in the *Emergency Management Act 2005* and associated State Emergency Management Policies.

Consultation

Manisha Barthakur, Chief Executive Officer

Kahli Rose, Manager of Governance and Community Services

Local Emergency Management Committee

Statutory Implications

In accordance with the *Emergency Management Act 2005*, local governments are required to prepare and maintain Local Emergency Management Arrangements in consultation with the LEMC.

Voting Requirements



Simple Majority



Absolute Majority

Officer's Recommendation – 5.1

The Local Emergency Management Committee recommend that Council:

1. Endorses the updated Local Emergency Management Arrangements (LEMA) as presented in Attachment 5.1A, and
2. Authorise the Chief Executive Officer to update any contact and/or resource information within the LEMA as required.

6. FUTURE MEETING DATES

Monday 21 July 2025 – commencing 2pm – Shire of Dowerin Council Chambers

Committee members are welcome to attend the meeting via Teams but must contact the organisers prior.

7. MEETING CLOSED