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**NOTICE OF LOCAL EMERGENCY MANAGEMENT COMMITTEE MEETING**

A meeting of the Local Emergency Management Committee will be held in conjunction with the Inter-Agency meeting on **Tuesday 7 June 2016, commencing at 4.30pm** in the Council Chambers at the Shire Administration Offices..

**MINUTES:**

1. **DECLARATION OF OPENING / ANNOUNCEMENT OF VISITORS**

The Chairperson welcomed everyone to the meeting and declared the meeting open at 4.30pm.

# RECORD OF ATTENDANCE and APOLOGIES

**Attendance**

Graham Harris Chairperson

Dean Taylor Acting Chief Executive Officer, Shire of Wiluna

Mark Ardley OIC Wiluna Police

Wade Bloffwitch NAHS Representative

Adriano Truscott WRCS Representative

Lisa Lockyer DCP Representative

Brad Warnock Blackham Resources Representative

Josh Collard Wirrpanda Foundation Representative

Dean Siddons Northern Star Resources Representative (arrived at 5.00pm)

Mick Towler Northern Star Resources Representative (arrived at 5.00pm)

Katrina Boylan Senior Administration Officer, Shire of Wiluna

**Apologies**

Chris Webb Councillor, Shire of Wiluna

# CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS

3.1 Minutes of the LEMC meeting held 23 March 2016.

# The Minutes of the Meeting held on 23 March 2016 were accepted as a true and accurate record of that meeting.

1. **BUSINESS ARISING FROM THE PREVIOUS MINUTES**

Nil

1. **INFORMATION REPORTS FROM CEO**

5.1 Pre-Emergency Evacuation Planning & Remote Medical Retrievals

An email from Yvette Grigg (District EM Advisor/SEMC Secretariat) was circulated. There was a general discussion and it was proposed that Pastoralists be advised to maintain their airstrips, advice available on the RFDS website.

5.2 Goldfields Esperance DEMC – LEMC Exercising and Exercise Reporting

A letter from Goldfields-Esperance District Emergency Management Committee was tabled.

5.3 Consultation Draft of Revised Local Emergency Management Arrangements

The draft Local Emergency Management arrangements was discussed and that all should provide the shire with feedback within two weeks and that these would be incorporated into the draft – unless the amendments were significant the draft would become the final.  If the amendments were significant it would be circulated by email before being finalised

5.3 Exercise

Tex McPherson to be contacted in relation to running a field and desktop exercise.

1. **GENERAL BUSINESS**

A Contacts & Resources Register was passed out to attendees and agencies to update with any changes and return to the Shire Administration Officer for compiling into a current register.

1. **CLOSURE OF MEETING**

The Chairperson closed the meeting at 5.10pm.