

LOCAL EMERGENCY MANAGEMENT COMMITTEE
Date 3 February 2011
CIVIC CENTRE
CITY OF JOONDALUP

| Meeting | Wanneroo/Joondalup Local Emergency Management Committee | |
|----------------------|--|---|
| In Attendance | Cr. John Chester Charles Slavich Derek Fletcher Karen Caple Resmie Greer Ian McDowell Chris Williams Mary-Anne Jackson Bruce Chamberlain Mike Teraci David Forster Rick Corkill Beck Anderson John Lane | City of Joondalup City of Joondalup City of Joondalup City of Wanneroo City of Wanneroo City of Wanneroo WA Police Dept for Child Protection Fire and Emergency Services Authority Fire and Emergency Services Authority Department of Education Coastal Emergency Group WA Police Western Australian Local Government Association (Guest speaker) |
| Apologies | Cr. Norman Hewer Martyn Glover Wayne Harris Tim Zappa Derrick Briggs Shane Scott Alex Ryan Phil Birch Chris Ruck Mal Jones Peter Reedes Jo-Anne Bennett Brad stringer George Moylan Quinta LaRosa Leigh Sage Steve Pethick | City of Wanneroo City of Joondalup City of Wanneroo WA Police WA Police WA Police WA Police WA Police WA Police WA Police WA Police Dept for Child Protection Fire and Emergency Services Authority Wanneroo/Joondalup State Emergency Svce. Fire and Emergency Services Authority Dept. Environment and Conservation Western Power |

| | | |
|-----------------------|---|---|
| | John Hayes Darryl Welsby Rebecca Wringe Ruth Lane Darren Cole | Edith Cowan University Edith Cowan University Red Cross Red Cross Fire and Emergency Services Authority/ City of Wanneroo |
| Chair | Cr John Chester | City of Joondalup |
| Meeting opened | 10.03am | |

Welcome and Opening Address

Councilor John Chester declared the meeting open and welcomed those in attendance

Confirmation of Minutes

The minutes of the meeting held on 4 November 2010 at the City of Wanneroo were confirmed as a true and accurate record on the motion of Mike Teraci seconded by Bruce Chamberlain and carried.

Matters arising from previous minutes

Nil

Correspondence

1) In

- a. Innovative Emergency Management Conference – Sydney 22&23 March 2011
- b. Jo-Anne Bennett – Department for Child Protection Draft Letter Emergency/Disaster Preparedness – Self Evacuation Planning – Vulnerable Groups
- c. Emergency Management Australia Training and Development Program
- d. Fire and Emergency Service Authority – WESTPLAN Bushfire
- e. Fire and Emergency Service Authority – Emergency Management Amendment Regulations
- f. Fire and Emergency Service Authority – State Emergency Management Policy 4.8 Traffic management During emergencies
- g. Fire and Emergency Service Authority – Invitation to Bushfire Stakeholder briefing
- h. Emergency Management WA – Notification State Emergency Management policy statements 4.7 and 4.8 endorsed by State Emergency Management Committee
- i. Emergency Management WA Fourth Quarter Information Sheet
- j. WA Local Government Association – Registration of Department for Environment and Conservation Emergency Services Food business

2) Out

- a. Senior Constable Derrick Briggs – Thanks for term as Chairman of Local Emergency Management Committee
- b. Local Emergency Management Committee members Innovative Emergency Management Conference

- c. Local Emergency Management Committee members – Draft letter from Jo-Anne Bennett
- d. Local Emergency Management Committee members – Emergency Management Training and Development Program
- e. Local Emergency Management Committee members – WESTPLAN Bushfire
- f. Local Emergency Management Committee members - Emergency Management Amendment Regulations
- g. Local Emergency Management Committee members - State Emergency Management Policy Statement 4.8 Traffic Management During Emergencies
- h. Local Emergency Management Committee members - Invitation to Bushfire Stakeholder briefing
- i. Local Emergency Management Committee members – Proposed meeting dates for 2011
- j. Local Emergency Management Committee members – Annual Business Plan for Comment
- k. Local Emergency Management Committee members - Emergency Management WA – Notification State Emergency Management Policy Statements 4.7 and 4.8 endorsed by State Emergency Management Committee
- l. Local Emergency Management Committee members - Emergency Management WA Fourth Quarter Information Sheet

Presentations

Derek Fletcher Emergency Management Officer City of Joondalup gave an overview on the Metropolitan North and East Recovery Group Partnering Agreement for the Provision of Mutual Aid for Recovery during Emergencies. The Agreement was promulgated in 2004 between the City of Joondalup, the City of Wanneroo, the City of Stirling, the City of Bayswater, the City of Swan, the Town of Bassendean and the Shire of Mundaring.

The Agreement set out Objectives, Expectations, Duration, Amendment, Termination and Withdrawal conditions.

- **Objectives:** to provide mutual aid for recovery management activities during emergencies to parties of this agreement.
- **Expectations:** to provide physical and human resources to initially assist with recovery management during emergencies. Ongoing protracted assistance to be subject to negotiation and agreement.
- To ensure personnel and equipment provided are covered by the providers insurance
- Provider of support will be responsible for costs associated with its legal liability.
- The requestor will be responsible for incidental costs catering, fuel etc.
- The position of chair to be rotated alphabetically through the councils annually
- The group to meet at least once annually
- **Duration and Amendment:** The agreement shall remain in place for 4 years and be reviewed annually
- **Termination:** By mutual agreement of all parties in writing
- **Withdrawal:** Any party may withdraw by giving 3 months notice in writing.

The agreement was last reviewed in 2009/10. The Shire of Kalamunda was added to the agreement and the agreement was signed by Council CEO's on 18 August 2010

John Lane Coordinator WALGA Emergency Management Services advised the following

- A review of the Emergency Management Act 2005 is being carried out and any changes are expected to be mainly cosmetic to reflect changes to Emergency Management Policies, Information sharing and to align with current practice. A draft will be available shortly.
- The Emergency Services Act will soon be promulgated. This act brings together the Bushfires Act, The Fire and Rescue Services Act and the Fire and Emergency Services Act. The Drafting document is currently being written and when completed public consultation will commence. It is expected the process will be completed in 2012
- The Community Justice Standing Committee has carried out a review of Emergency Management in Western Australia and has recommended that the Fire and Emergency Services Authority be the Hazard Management Agency for fire for the State of Western Australia and this was included in the Emergency Management Regulations in November 2010.
- Applications for the AWARE (All West Australians Reducing Emergencies) program are open. The maximum amount available for any one application is \$20,000. Funding for mitigation is no longer available.
- West Australian Local Government Association (WALGA) An Emergency Management Advisory Committee has been formed by WALGA to get a district and state perspective on Emergency Management. The committee consists of a mix of elected members and council staff representing the 14 Emergency Management Districts throughout the State. The committee will meet quarterly to facilitate the promotion of information sharing to the wider emergency management community and to provide feedback on State Emergency Management Policy and legislative change. The group will also make recommendations to the Association to assist the formulation of Association policy on emergency management issues.

General Business

Derek Fletcher presented a draft of the Wanneroo/Joondalup LEMC business Plan for 2011/12 for members to consider and comment on. The plan would be adopted next meeting 5 May 2011

Resmie Greer advised that a workshop to discuss the Risk Register for both Cities would be held at the City of Wanneroo on 22 February commencing at 9.00am. The workshop would include representatives from Wanneroo and Joondalup, WA Police, and FESA.

Resmie Greer also advised that the City of Wanneroo would be holding a desk top exercise for staff on 17 February.

Karen Caple introduced Ian McDowell the Coordinator of Community Safety for the City of Wanneroo.

Mike Teraci advised that Motor Racing would recommence at Barbagello Raceway in April 2011

John Lane advised that the Department of Environment and Conservation was required to license their mobile food trailers used to provide food to fire fighters during emergencies as a Food Business.

This could have implications for State Emergency Service Units and Council controlled Bushfire Brigades who provide food for their members at emergency situations. He would clarify what are the requirements and advise councils of the result.

Next meeting

The next meeting will be held at the City of Wanneroo on Thursday 5 May 2011 commencing at 10.00am.

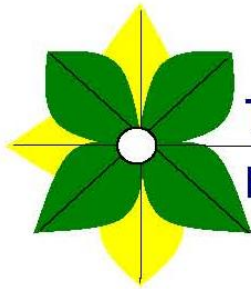
Closure

The chairman closed the meeting at 1102am.

Signed

Councilor John Chester
Chairman

Derek Fletcher
Emergency management Officer
City of Joondalup



TAMALA PARK
REGIONAL COUNCIL

Ordinary Meeting of Council

MINUTES

Thursday 17 February 2011
City of Wanneroo, 5.30pm

TAMALA PARK
REGIONAL COUNCIL
(TPRC)
COMPRISES THE
FOLLOWING
COUNCILS:

Town of Cambridge
City of Joondalup
City of Perth
City of Stirling
Town of Victoria Park
Town of Vincent
City of Wanneroo

MEMBERSHIP

| OWNER COUNCIL | MEMBER | ALTERNATE MEMBER |
|-----------------------|--|-----------------------------------|
| Town of Cambridge | Mayor Simon Withers | |
| City of Joondalup | Cr Tom McLean Cr Geoff Amphlett | |
| City of Perth | Cr Eleni Evangel | |
| City of Stirling | Cr Leonie Getty Cr Giovanni Italiano (CHAIRMAN) Cr David Michael Cr Stephanie Proud | |
| Town of Victoria Park | Mayor Trevor Vaughan | |
| Town of Vincent | Mayor Nick Catania | |
| City of Wanneroo | Cr Dianne Guise Cr Glynis Monks (DEPUTY CHAIRMAN) | Mayor Jon Kelly Cr Brett Treby |

NB: Although some Councils have nominated alternate members, it is a precursor to any alternate member acting that a Council carries a specific resolution for each occasion that the alternate member is to act, referencing Section 51 of the Interpretation Act. The current Local Government Act does not provide for the appointment of deputy or alternate members of Regional Councils. The DLG is preparing an amendment to rectify this situation.

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PRESENT

| | |
|---|--|
| Chairman | Cr Giovanni Italiano |
| Councillors | Cr Nick Catania Cr Eleni Evangel Cr Dianne Guise Cr Tom McLean Cr Glynis Monks Cr Stephanie Proud (from 6.20pm) Cr Simon Withers |
| Alternate Members | Nil |
| Staff | Mr Tony Arias (Chief Executive Officer) Mrs Kylie Jeffs (Executive Assistant) |
| Apologies Councillors | Cr Geoff Amphlett Cr Leonie Getty Cr David Michael Cr Trevor Vaughan |
| Leave of Absence | Nil |
| Absent | Nil |
| Consultants | Mr Sandy Biagioni (Satterley Property Group) Mr Grant Singleton (Satterley Property Group) |
| Apologies Participant Councils' Advisers | Nil |
| In Attendance Participant Councils' Advisers | Mr Mark Dickson (City of Wanneroo) Mr Garry Hunt (City of Joondalup) Mr Jason Lyon (Town of Cambridge) Mr Ross Povey (City of Stirling) Mr Daniel Simms (City of Wanneroo) Mr John Paton (City of Wanneroo) |
| Members of the Public | Nil |
| Press | Nil |

1. OFFICIAL OPENING

At 5.35pm the Chairman declared the meeting of the Tamala Park Regional Council open.

DISCLOSURE OF INTERESTS

Nil

2. PUBLIC STATEMENT/QUESTION TIME

Nil

3. APOLOGIES AND LEAVE OF ABSENCE

Apologies were received from:

- Cr Geoff Amphlett
- Cr Leonie Getty
- Cr David Michael
- Cr Trevor Vaughan

4. PETITIONS

Nil

5. CONFIRMATION OF MINUTES

Ordinary Meeting of Council – 16 December 2010

Moved Cr N Catania, Seconded Cr T McLean

That the minutes of the Ordinary Meeting of Council of 16 December 2010 be confirmed, and signed by the Chairman, as a true and correct record of proceedings.

The Motion was put and declared CARRIED (7/0).

5A. BUSINESS ARISING FROM THE MINUTES

Nil

6. ANNOUNCEMENTS BY CHAIRMAN (WITHOUT DISCUSSION)

Nil

7. MATTERS FOR WHICH MEETING MAY BE CLOSED

Nil

8. REPORTS OF COMMITTEES

- *CEO Performance Review Committee – 16 December 2010*

The Chairman of the CEO Performance Review Committee meeting was not present when this item was to be considered and Cr Italiano suggested that Item 9.9 on the Council meeting agenda address the CEO performance review 2010.

- *Management Committee – 17 February 2011*

The Chairman of the Management Committee (Cr N Catania) advised that at the meeting on 17 February 2011, Satterley Property Group presented a number of strategic documents such as the Overall Strategic Marketing, Annual Plan and Display Village Strategy. Various types of marketing plans were also discussed at

the meeting. A summary report will be presented to the next meeting of Council on 14 April 2011.

- *Audit Committee – 17 February 2011*

The Chairman of the Audit Committee (Cr G Italiano) advised that at the meeting on 17 February 2011, items discussed were the Local Government Compliance Audit for year ended 31 December 2010 and the TPRC budget review. These two items will be further discussed as separate items on this agenda.

9. ADMINISTRATION REPORTS

9.1 BUSINESS REPORT – PERIOD ENDING 31 JANUARY 2011

Moved Cr E Evangel, Seconded Cr D Guise that standing orders be suspended at 5.43pm to allow the Satterley Property Group to address the Committee on the status of works to date.

The Motion was put and declared CARRIED (7/0).

Representatives of the Satterley Property Group were invited to address the Committee.

Mr Singleton addressed the Council on the following:

- *Progress of Federal Environmental approval.*
- *Lodgement of Stage 1 Subdivision Application;*
- *Anticipated commencement of the first stage of construction,;*
- *Sales and Marketing program;*
- *Progress of the Project Cash flow; and*
- *Strategy reports currently being prepared.*

Moved Cr D Guise, Seconded Cr E Evangel that standing orders be reopened at 5.45pm.

Moved Cr T McLean, Seconded Cr N Catania

[The recommendation in the agenda]

That the Business Report to 31 January 2011 be RECEIVED.

The Motion was put and declared CARRIED (7/0).

9.2 STATEMENTS OF FINANCIAL ACTIVITY FOR THE MONTHS OF DECEMBER 2010 AND JANUARY 2011

Moved Cr N Catania, Seconded Cr G Monks

[The recommendation in the agenda]

That the Council RECEIVE and NOTE the Statement of Financial Activity for the months ending 31 December 2010 and 31 January 2011.

The Motion was put and declared CARRIED (7/0).

9.3 LIST OF MONTHLY ACCOUNTS SUBMITTED FOR THE MONTHS OF DECEMBER 2010 AND JANUARY 2011

Moved Cr N Catania, Seconded Cr T McLean

[The recommendation in the agenda]

That the Council RECEIVE and NOTE the list of accounts paid under Delegated Authority to the CEO for the month of December 2010 and January 2011:

- **Month ending 31 December 2010 (Total \$58,212.79)**
- **Month ending 31 January 2011 (Total \$39,960.12)**
- **Total Paid - \$98,172.91**

The Motion was put and declared CARRIED (7/0).

9.4 LOCAL GOVERNMENT COMPLIANCE AUDIT FOR YEAR ENDED 31 DECEMBER 2010

Moved Cr N Catania, Seconded Cr D Guise

[The recommendation in the agenda]

That the Compliance Audit Return for the TPRC for the year ended 31 December 2010 be ADOPTED, RECORDED in the minutes, CERTIFIED and SENT to the Executive Director of the Department of Local Government, in accordance with the Local Government Act and Regulations.

The Motion was put and declared CARRIED (7/0).

9.5 TPRC BUDGET REVIEW – 1 JULY 2010 TO 30 JUNE 2011

Moved Cr N Catania, Seconded Cr T McLean

[The recommendation in the agenda]

- 1. That the report be RECEIVED.**
- 2. That the Council APPROVE the following expenditure and the budget being MODIFIED accordingly:**
 - a. Legal Expense – E145061, - expenditure of \$40,000 reallocated to PROPERTY DEVELOPMENT, Surveyors Fees E145065.**
 - b. Environmental Innovations E145443 to E145446, expenditure of \$95,000 reallocated to PROPERTY DEVELOPMENT, Preliminary Engineering Design E145070.**
 - c. Consultancy - Other E145079, expenditure of \$50,000 to PROPERTY DEVELOPMENT, Preliminary Engineering Design E145070.**
 - d. Branding/Marketing – E145042, expenditure of \$30,000 reallocated to PROPERTY DEVELOPMENT, Subdivision Design – Stage 1- E145072.**

- e. **Environmental Management Plans – E1450074, expenditure of \$15,000 reallocated to PROPERTY DEVELOPMENT, Subdivision Design – Stage 1- E145072.**

The Motion was put and declared CARRIED BY ABSOLUTE MAJORITY (7/0).

9.6 MINDARIE REGIONAL COUNCIL BUFFER

Moved Cr D Guise, Seconded Cr N Catania

[The recommendation in the agenda]

1. **Advise the MRC that it NOTES the pull-back of the buffer zone for 31 December 2010 has not been achieved.**
2. **Advise the MRC of TPRC concerns and potential implications of the buffer 'pull back' targets agreed in February 2010 not being achieved.**
3. **REQUEST the MRC to complete the contour of the northern face of the landfill commence as quickly as possible so that treatment of that face and rehabilitation can be undertaken on a staged basis to provide the best opportunity possible to change the aesthetic presentation of the northern area of the landfill viewable from the TPRC development.**
4. **Request MRC to provide advice to the TPRC on current planning for the 'pull back' of the MRC buffer zone.**

The Motion was put and declared CARRIED (7/0).

9.7 FUTURE PLAN 2011 - 2013

Moved Cr T McLean, Seconded Cr D Guise

[The recommendation in the agenda]

That the Council RECEIVE the report on submission the draft Future Plan 2011-2013 and that this matter be the subject of a further report when the Tamala Park Project Cashflow has been determined.

The Motion was put and declared CARRIED BY ABSOLUTE MAJORITY (7/0).

9.8 TPRC STRUCTURE PLAN STATUS UPDATE

Moved Cr N Catania, Seconded Cr G Monks

[The recommendation in the agenda]

That the Council RECEIVE the status report in relation to the TPRC Structure Plan.

The Motion was put and declared CARRIED (7/0).

9.9 CEO PERFORMANCE REVIEW 2010

Moved Cr E Evangel, Seconded Cr G Monks that standing orders be suspended and the meeting move behind closed doors at 5.55pm to allow the recommendations in the 2010 CEO Performance Review report (submitted by WALGA Workplace Solutions) to be discussed.

The Motion was put and declared CARRIED (7/0).

Mr Tony Arias and participant Council's advisers departed the room at 5.55pm.

Cr S Proud arrived during discussion on this item at 6.20pm.

Moved Cr D Guise, Seconded Cr E Evangel

[The recommendation be as follows]

That Item 1, 2 and 3 of the WALGA Workplace Solutions CEO Annual Appraisal Report 2010 recommendations be agreed as follows:

- **Council acknowledge the WALGA Workplace Solutions CEO Annual Appraisal Report 2010 at the 17 February 2011 Council meeting.**
- **The CEO is commended on his contribution to the Council during the review period.**
- **The CEO is provided a salary increase of 3.5% effective as at commencement of his anniversary date of 12 October 2010.**
- **That Item 4, 5 and 6 of the WALGA Workplace Solutions CEO Annual Appraisal Report 2010 recommendations be deferred to the next meeting of Council on 14 April 2011 to allow:**
 - **The bonus scorecard for 2009/10 to be confirmed in the TPRC CEO's Contract;**
 - **Further information and guidance to be sought from WALGA;**
 - **An appropriate formula to be determined to set the process for awarding future bonuses;**
 - **The Chairman (Cr G Italiano) and Chairman of the CEO Performance Review Committee (Cr S Proud) to discuss the report recommendations with the TPRC CEO.**

The Motion was put and declared CARRIED (8/0).

Moved Cr N Catania, Seconded Cr D Guise that standing orders be reopened and the meeting doors be opened at 6.35pm.

The Motion was put and declared CARRIED (8/0).

Chairman Italiano read aloud the recommendation for Item 9.9.

9.10 STRUCTURE PLAN REFERRAL - ENVIRONMENTAL PROTECTION & BIODIVERSITY CONSERVATION ACT

Moved Cr G Monks, Seconded Cr N Catania

[The recommendation in the agenda]

That Council RECEIVE the report.

The Motion was put and declared CARRIED (8/0).

10. ELECTED MEMBERS MOTIONS OF WHICH NOTICE HAS BEEN GIVEN

Nil

11. QUESTIONS BY ELECTED MEMBERS OF WHICH DUE NOTICE HAS BEEN GIVEN

Nil

12. URGENT BUSINESS APPROVED BY THE CHAIRMAN

Nil

13. MATTERS BEHIND CLOSED DOORS

Nil

14. GENERAL BUSINESS

Cr D Guise advised that the issue of social housing within the development should be addressed.

The TPRC CEO advised that it is unlikely that social housing will be included in Stage 1 of the development, and as such there is no urgency in the matter being considered, but will be subject of a report to future Council meetings.

The report will address the following:

- Funding grants and super funds being utilised to fund social housing within the development;
- Affordable rental housing; and
- Short term respite facilities for youth.

15. FORMAL CLOSURE OF MEETING

The Chairman declared the meeting closed at 6.54pm.

These minutes were confirmed at a meeting on

SIGNED this day of 2011

as a true record of proceedings.

CHAIRMAN