



MINUTES

LOCAL EMERGENCY MANAGEMENT COMMITTEE MEETING

Held

10 November 2021

At

**Shire of Dardanup
Administration Centre Eaton
1 Council Drive - EATON**

This document is available in alternative formats such as:
~ Large Print
~ Electronic Format [disk or emailed]
Upon request.

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Members of Local Emergency Management Committee

- Cr. M T Bennett - Elected Member - Chairperson
- Cr. E Lilly - Elected Member
- Cr. P Perks – Elected Member (Proxy)
- Coordinator Emergency & Ranger Services – Staff
- Representative – WA Police (Deputy Chairperson)
- Representative – Department of Communities
- Representative – Department of Agriculture & Food WA
- Representative – Department of Biodiversity, Conservation & Attractions
- Representative – Department of Health
- Representative – Main Roads WA
- Representative – Department of Fire & Emergency Services – Fire
- Representative – Department of Fire & Emergency Services – Natural Hazards
- Representative – Public Transport Authority
- Representative – Water Corporation
- Representative – Western Power
- Representative – Aqwest
- Representative – St Johns Ambulance WA
- Representative – Telstra Australia
- Representative – Australian Railroad Group
- Representative – ATCO Gas
- Observer - District Emergency Management Advisor – SW Office of Emergency Management (OEM)

Terms of Reference

The Terms of Reference for this Committee are located in the Tardis records system – refer to the following link:
[2021 - ToR - Local Emergency Management Committee](#)

COUNCIL ROLE

Advocacy	When Council advocates on its own behalf or on behalf of its community to another level of government / body /agency.
Executive/Strategic	The substantial direction setting and oversight role of the Council eg. Adopting plans and reports, accepting tenders, directing operations, setting and amending budgets.
Legislative	Includes adopting local laws, town planning schemes and policies.
Review	When Council reviews decisions made by Officers.
Quasi-Judicial	<p>When Council determines an application/matter that directly affects a person's rights and interests. The Judicial character arises from the obligations to abide by the principles of natural justice.</p> <p>Examples of Quasi-Judicial authority include town planning applications, building licences, applications for other permits/licences (eg: under Health Act, Dog Act or Local Laws) and other decisions that may be appealable to the State Administrative Tribunal.</p>

DISCLAIMER

"Any statement, comment or decision made at a Council or Committee meeting regarding any application for an approval, consent or licence, including a resolution of approval, is not effective as an approval of any application and must not be relied upon as such.

Any person or entity that has an application before the Shire must obtain, and should only rely on, written notice of the Shire's decision and any conditions attaching to the decision, and cannot treat as an approval anything said or done at a Council or Committee meeting.

Any advice provided by an employee of the Shire on the operation of a written law, or the performance of a function by the Shire, is provided in the capacity of an employee, and to the best of that person's knowledge and ability. It does not constitute, and should not be relied upon, as a legal advice or representation by the Shire. Any advice on a matter of law, or anything sought to be relied upon as a representation by the Shire should be sought in writing and should make clear the purpose of the request."

SHIRE OF DARDANUP**MINUTES FOR THE SHIRE OF DARDANUP LOCAL EMERGENCY MANAGEMENT COMMITTEE MEETING HELD ON WEDNESDAY 10 NOVEMBER 2021, AT SHIRE OF DARDANUP – EATON ADMINISTRATION CENTRE, COMMENCING AT 10.00AM.****1 DECLARATION OF OPENING/ANNOUNCEMENTS OF VISITORS**

The Chairperson, Cr. M T Bennett declared the meeting open at 10:02am welcomed those in attendance and referred to the Disclaimer, Acknowledgement of Country, Emergency Procedure and the Affirmation of Civic Duty and Responsibility on behalf of Councillors and Officers:

Acknowledgement of Country

The Shire of Dardanup wishes to acknowledge that this meeting is being held on the traditional lands of the Noongar people. In doing this, we recognise and respect their continuing culture and the contribution they make to the life of this region and pay our respects to their elders, past, present and emerging.

Affirmation of Civic Duty and Responsibility

Councillors and Officers of the Shire of Dardanup collectively declare that we will duly, faithfully, honestly and with integrity fulfil the duties of our respective office and positions for all the people in the district according to the best of our judgement and ability. We will observe the Shire's Code of Conduct and Standing Orders to ensure efficient, effective and orderly decision making within this forum.

Committee members acknowledge that only the Chief Executive Officer or a member of the Shire of Dardanup staff appointed by the Chief Executive Officer is to have contact with consultants and suppliers that are appointed under contract to undertake the development and implementation of projects.

The exception to this Policy is when there is a meeting of the committee or working group with the consultant and the Chief Executive Officer or the Chief Executive Officer's representative is present.

Members of committees acknowledge that a breach of this Policy may result in a request to Council to have them removed from the committee.

Emergency Procedure

In the event of an emergency, please follow the instructions of the Chairperson who will direct you to the safest exit route. Once outside, please proceed to the muster point located at the front of the building where we will meet (and complete a roll call).

2 RECORD OF ATTENDANCE/APOLOGIES

2.1 Attendance

Cr Michael Bennett	-	Shire President (Chairperson)
Mr André Schönfeldt	-	Chief Executive Officer
Ms Sharon Hutchins	-	Dept of Communities
Ms Michele Duxbury	-	Dept of Communities
Mrs Erin Hutchins	-	Coordinator – Emergency & Ranger Services
Mr Vik Cheema	-	SW Office of Emergency Management
Sgt Luke Fowler	-	WA Police (Deputy)
Sgt Chris Page	-	WA Police (Capel)
Mr Jerome Wade	-	Water Corporation
Mr David Smith	-	Main Roads
Mr Kal Woods	-	Aqwest

2.2 Observer

Mrs Susan Oosthuizen	-	Director Sustainable Development
Mrs Kathleen Hault	-	Acting PA - Director Sustainable Development
Ms Melissa Howard	-	Emergency Management Officer
Mr David Griffiths	-	WesPine (Moore Rd Emergency Group)
Mr Paul Sanderson	-	Eaton Lions
Mr Graeme Offer	-	Hexion Australia (Moore Rd Emergency Group)
Ms Karen Bailey	-	Hexion Australia (Moore Rd Emergency Group)
Mr Gary Thompson	-	Manager Sport and Recreation
Mr Murray Connell	-	Manager Development Services
Ms Melanie Ring	-	Place and Community Engagement Officer
Mr Neil Nicholson	-	Principal Environmental Health Officer

2.3 Apologies

Mr Tim Stevens	-	Dept of Primary Industries and Regional Development
Mr Matthew Cooper	-	Department Biosecurity, Conservation and Attractions
Mrs Yvonne Bagwell	-	WA Health
Cr Ellen Lilly	-	Elected Member
Mr John Carter	-	Department of Fire & Emergency Services

3 PRESENTATIONS

3.1 Congratulations to Emergency Management Team for EM Conference

Discussion:

Shire President, Cr. M T Bennett acknowledged the Emergency Management Team for a successful Emergency Management Conference that was held 13 October 2021. There was a great turn out with a variety of speakers and agencies present. Feedback from numerous attendees was very positive and congratulated the Shire for a well-run and engaging conference. It was well received. Cr. M T Bennett expressed his appreciation for a well-run and organised conference.

4 CONFIRMATION OF MINUTES OF PREVIOUS MEETING

4.1 Local Emergency Management Committee Meeting Held 11 August 2021

**OFFICER RECOMMENDED RESOLUTION
& LOCAL EMERGENCY MANAGEMENT COMMITTEE RESOLUTION**

LEM 04-21 MOVED - Cr. M T Bennett SECONDED - Mrs E Hutchins

THAT the Minutes of the Local Emergency Management Committee Meeting held on 11 August 2021, be confirmed as true and correct subject to no corrections.

CARRIED

5 ANNOUNCEMENTS OF MATTERS FOR WHICH MEETING MAY BE CLOSED

None.

6 QUESTIONS BY MEMBERS OF WHICH DUE NOTICE HAS BEEN GIVEN

None.

7 DECLARATION OF INTEREST

None.

8 REPORTS OF OFFICERS

8.1 Title: Update Report from Shire of Dardanup

<i>Reporting Department:</i>	<i>Sustainable Development</i>
<i>Reporting Officer:</i>	<i>Mrs Erin Hutchins - Coordinator Emergency & Ranger Services</i>
<i>Legislation:</i>	<i>Local Government Act 1995 Emergency Management Act 2005</i>

8.1.1. Acronyms & Terms

There have been no amendments or additions to the emergency management list of acronyms or terms.

8.1.2. Confirmation of LEMA Contact Details and Key Stakeholders

A copy of the Shire of Dardanup LEMA contact and resource directory is attached under a separate cover (Appendix LEMC: 8.1A – Under Separate Cover). Please note that this document is confidential and should not be circulated outside of the LEMC.

It is requested that any required changes to contact and key stakeholders details are notified as soon as possible to the Shire of Dardanup via emergency@dardanup.wa.gov.au to allow updates to be made.

8.1.3. Committee Membership & Resources

There are no new membership requests at this time.

8.1.4. Status of Local Emergency Management Arrangements (LEMA)

The Shire of Dardanup Local Emergency Management Arrangements (LEMA) completed a full review and at the LEMC meeting held 11th August, the committee was requested to provide additional feedback no later than Friday 10th September. No feedback was received, therefore the final LEMA is presented to the committee for endorsement. (APPENDIX LEMC: 8.1B)

In addition, the Local Recovery Support Plan (LRSP) completed a full review and at the LEMC meeting held 11th August, the committee was requested to provide additional feedback no later than Friday 10th September. (APPENDIX LEMC: 8.1C)

No feedback was received, therefore the final LEMA and LRSP is presented to the committee for endorsement.

OFFICER RECOMMENDED RESOLUTION

THAT the Local Emergency Management Committee recommends that Council adopt the Shire of Dardanup Local Emergency Management Plan and Local Recovery Support Plan (Appendix LEMC: 8.1A).

8.1.8. Key Achievements

WA Emergency Management Conference (AWARE Funding)

The WA Emergency Management Conference was held at the Bunbury regional Entertainment Centre (BREC) on Wednesday 13th October with approximately 200 experts, employees and volunteers involved in Emergency Management in attendance. Delegates travelled to Bunbury for the event from as far away as Coolgardie and Ashburton as well as Perth and across the South West and Great Southern regions with additional delegates participating via a live stream.

Minister for Emergency Services the Hon. Reece Whitby MLA opened the conference with the Shire President Mick Bennett also addressing attendees and acknowledging the range of agencies and organisations represented at the conference.

Conference speakers who offered insight, reflection, understanding and motivation over a wide range of cutting edge topics to the theme 'Building Capacity to adapt in an Era of Unprecedented Disasters' were:

- Dr. Robert Glasser - Head of the Climate and Security Policy Centre at the Australian Strategic Policy Institute (ASPI).
- Dr. Kate Brady - National Recovery Adviser, Australian Red Cross. Research Fellow – Community Resilience, University of Melbourne.
- Aaron Kearney (OAM) - ABC International Pacific Disaster Preparedness Broadcast Unit Lead and host of "[Pacific Prepared](#)" program.
- Lewis Winter - Adjunct Lecturer in Emergency Management, Charles Sturt University
- Tim Muirhead - Director of [CSD Network](#).
- Dr Erin Smith - Associate Professor of Disaster and Emergency Response in the School of Medical and Health Sciences at Edith Cowan University.
- Craig Cuthbert - Coordinator Community Safety & Emergency Management Shire of Mundaring.
- Brett Hopley Emergency Preparedness Coordinator, Incident and Emergency Management Sustainability and Biosecurity Department of Primary Industries and Regional Development.
- Bec Pianta – Executive Manager Bushfire Knowledge Western Australian Department of Fire and Emergency Services - Bushfire Centre of Excellence.
- Russell Wells – District Officer Training Delivery Western Australian Department of Fire and Emergency Services.
- Clifton Tjapanangka Payirntarri Bieundurry – Traditional and Cultural Fire Officer Western Australia Bushfire Centre of Excellence.
- Zachariah Merrit – Trainee Western Australia Bushfire Centre of Excellence.
- Jeremy Wright – Trainee Western Australia Bushfire Centre of Excellence.

The Conference was made possible through funding support which was generously provided by the State Emergency Management Committee's AWARE Grants Program.

Animal Welfare in Emergencies (AWE) Training

After the successful completion of the Animal Welfare in Emergencies project that enabled the Shire to review and update their Animal Welfare Support Plan (AWSP), the Shire was successful in its application to Round 2 of the Local Government Animal Welfare in Emergencies Grant Program, funded by the Department of Primary Industries and Regional Development (DPIRD) and administered by the WA Local Government Association (WALGA). Funding enabled three Officers from the Shire the opportunity to attend a 3 day training course at the Muresk Institute (Northam) that enhanced their skills and knowledge in safely dealing with animals during an emergency. The training covered relevant topics including:

- State-level Plan for Animal Welfare in Emergencies overview.
- Best practice in animal husbandry including identification.
- Establishing an Animal Welfare Centre.
- National Livestock Identification Scheme (NLIS) and reporting to the Central Command Database.
- Tag identification.
- Lessons learnt from Wooroloo.
- Low stress livestock handling.
- AllIMS and the Chain of Command in Emergency Management.
- Role of Department of Biodiversity, Conservation and Attractions and RSPCA.
- Safe fauna handling, containment and transport in emergency situations.
- Animal first aid/triage.
- Livestock health and welfare.
- Livestock handling in emergency situations.
- Humane Euthanasia including compliance with animal welfare requirements.
- Animal Welfare Regulations overview.
- Livestock transportation.
- HMA Structure and Incident Coordination.
- Animal Welfare in Emergencies field exercise.

8.1.9. Local Training Needs or Opportunities - Nil to report.

8.1.10. Funding Opportunities - Nil to report.

8.1.11. Incident Support Group Activations/ Incidents - Nil to report.

8.1.12. Emergency Risk Management Processes/Treatment Strategies - Nil to report.

8.1.13. Post Incident / Exercise Reports - Nil to report.

8.1.14. Completion of Annual and Preparedness Report Capability Survey - Nil to report.

8.1.15. Seasonal review – fire season preparedness

Refer DFES representative report if applicable.

8.1.16. Seasonal review – storm season preparedness – Nil to report

Refer DFES representative report if applicable.

8.2 Title: Agency Reports – Various

<i>Reporting Department:</i>	<i>Various</i>
<i>Reporting Officer:</i>	<i>Various</i>
<i>Legislation:</i>	<i>Local Government Act 1995</i> <i>Emergency Management Act 2005</i>

(In the interest of time efficiency report to be accepted as presented, not read aloud at the meeting)

Background

Each agency is invited to provide the meeting with a report of their activities for the benefit of the committee.

◇ **Office of Emergency Management – Vik Cheema**

State

State Emergency Management Committee met on 1 October 2021. Please see attached copy of the SEMC Communique. Key points to note:

- Animal Welfare in Emergencies plan activation during the Wooroloo bushfire.
- Emergency Preparedness Report
- Allocation of \$1.3 million of the Mitigation Activity Fund (MAF) Royalties for Regions funding to treat priority bushfire risk on Crown land under the care, control and management of eligible LGA in WA.

Discussion Paper for the Community Resilience Strategy has been released. This Paper has been informed by community and stakeholder consultation undertaken over the past 18 months, and also by your input over the course of the project.

The Paper proposes a suite of action for further community consultation. It does not represent a position of Government but has been endorsed by the Minister for consultation. The launch of the Discussion Paper commences a new consultation phase to get feedback on the proposed approaches and develop some of the ideas more fully. The outcomes of this phase will inform a recommendation to Government regarding adoption of a final strategy. Discussion Paper for the Community Disaster Resilience Strategy is available.

For further information, please check <https://semc.wa.gov.au/resilience>

Preparing Australia Program

On 5 May 2021 the Prime Minister announced the Preparing Australia Program which will invest \$600 million toward households and communities to ensure they are better prepared for future disasters. Round one of the program is called Preparing Australian Communities Program for projects of local significance (PACP Local). The program will support projects that mitigate or reduce the disaster risk, impact and consequence associated with large scale natural hazards.

Attached are the grant guidelines which were released recently, and have summarised the key information below:

- PACP Local (this round of the program) is for \$150 million available from 2021–22 to 2024–25.
- It will support locally identified and locally led projects that will improve the resilience of communities against three hazards - bushfires, flood and tropical cyclones.

- The grant is coordinated by the NRRRA and administered by Department of Industry, Science, Energy and Resources. The SEMC BU are providing a WA communications support role to the NRRRA.
- Applications will open on 10 December 2021 and close at 2pm WST on 6 January 2022 (5pm AEDT).
- WA have 24 priority LGA's across the three hazards – bushfire, flood and cyclone. Some of these are across multiple hazards (pages 28 – 31 of the grant guidelines).
- All LGA's are still able to apply, but priority LGA's get 20 additional points.
- Grants are between \$20,000 (minimum) and \$10 million (maximum).

Please note the Preparing Australia Program grant is managed by the National Recovery and Resilience Agency. For further information please check:

<https://recovery.gov.au/preparing-australia-program>

District – South West

South West DEMC meeting held on 26 October at the new Emergency Service Centre Koolinup, Collie. Key points to note:

- Wooroloo Recovery update
- Introduction to the new hazard – Hostile Act
- DBCA spring burn program update

Local

Copy of the Local Emergency Management Arrangement – Status is attached to this report.

Discussion:

Mr Vik Cheema gave an overview of the purpose of the committee for the new representatives of the group and highlighted the importance of the meeting to ensure that local governments are prepared for emergencies in their community. It is also a place where agencies can get familiar with key contacts in the community.

Mr Vik Cheema has a meeting scheduled with State Government to obtain further information on the grant funding available and how this works in conjunction with the current MAF funding already available to local governments through DFES.

◇ **Department of Communities – Michele Duxbury**

- Meeting of stakeholders – Since commencing in the DESO role at the end of September 2021, I have focused on meeting local governments which has included visiting the primary welfare/evacuation centres within that local government to familiarise myself with their set ups.
- I have included in this report information regarding COVID 19 and the department's guidelines & PPE Donning and Doffing in a Non - Hospital setting (APPENDIX LEMC: 8.2A).
- Welfare Plan – the DC local Emergency Welfare Plan for the Shire of Dardanup is a fluid document and they have recently been updated to be sent out with the minutes for members to review, amend, add or delete information, and to make comments before coming back to the next meeting (APPENDIX LEMC: 8.2B).

ACTION:

LEMC members to review and send through any changes to Michele Duxbury by 31 January 2022.

- Exercises/Training – Fortunately, I have been involved in several exercises since commencing which has allowed me to understand the Dept of Communities processes/procedures and other agencies as well.
- Communities staff – As the fire season begins, I have concentrated my efforts on staff being prepared and ensuring emergency kits are stocked and ready.

I have included several links from the Department of Health that may be of interest to you regarding further COVID advice: -

[COVID-19 \(coronavirus\) \(health.wa.gov.au\)](https://www.health.wa.gov.au)

[Personal protective equipment \(PPE\) for the health workforce during COVID-19 | Australian Government Department of Health](#)

Please take the time to read the Department's COVID-19 Welfare Centre Guidelines that have been constructed for the safety of evacuees and staff/volunteers. As the lead agency for evacuation/welfare centres, the Department of Communities (DC) developed the Evacuation Centre Guidelines with a COVID Context. The DC document when it was formulated looked at the QLD, NSW and Red Cross guidelines along with input and guidance from our own Agency Working Group in conjunction with specialist advice from Health Dept, SWICC, SHICC, Emergency Services Agencies and WALGA etc. The Department of Communities Guidelines are the accepted procedures for WA and at all times DC adheres to the advice given by the HMA – Dept of Health in relation to COVID-19.

Currently, should we go into a lockdown (see the isolation and accommodation section) please be advised that:

Isolation Protocol – Self Isolating Residents in the Community

- Those that are either a positive case or significant/high risk close contact will already be in a SHICC hotel.
- It is likely that in the event of an activation we may be presented with a community resident that is self-isolating due to (1) being at a high risk close contact site or (2) pending the result of a COVID test.
- In the event of (1) or (2) if the individual has presented in person at the evacuation centres they are to be directed back to their vehicle and remain there until alternate accommodation can be sought.
- DC/LG will be required to contact the SWICC On-Call through the DC Emergency Services Oncall Duty Officer (0418 943 835) who will triage, assess and coordinate the booking of accommodation.
- If we require a COVID person on-site DC Oncall Duty Officer will arrange on request.

Accommodation

- DC has a number of accommodation providers on a list and will be able to obtain accommodation on request.
- Some accommodation may already be reserved if there is an identified need (notification of a lockdown) – this is dependent on the current status as advised by Health.
- WAPOL are happy to provide self-isolation information for a particular area within an activation area to DC – this information can be provided to LG's.

◇ Department of Primary Industries and Regional Development – Tim Stevens

Situation Report

1. Declared incidents – DPIRD is managing:
 - 6 plant pest level 2 incidents.
 - 2 animal pest/disease level 2 incidents
2. Alerts and investigations – DPIRD investigating seven pest and diseases.
3. DPIRD continues to monitor reported outbreaks of African Swine Fever – Republic of Korea, China, Malaysia, Indonesia.
4. Severe Tropical Cyclone Seroja (Recovery) – DPIRD’s Rural Business Develop Unit is administering reimbursement grants (Commonwealth funding) and are available to help growers through the process.
5. WA Agricultural workforce shortage – DPIRD continues to work with industry to identify solutions.
6. Covid19 – DPIRD submits weekly reports to the State Health Incident Coordination Centre. DPIRD is maintaining awareness of the virus with staff, providing opportunities for them to hear from experts and vaccination messages.
7. Preparedness for 2021/22 High Risk Weather Season – DPIRD is currently undertaking a series of Natural Hazard & Biosecurity Preparedness workshops including discussion exercises with First Response Teams (FRT) across the State. Kununurra and Broome staff undertook a Cyclone Exercise with Bunbury, Northam and Geraldton undertaking Fire Exercises. Remaining workshops with discussion exercises (Fire) planned for Esperance, Albany and Perth metro.

Issues

Nil.

Discussion:

Cr M T Bennett raised the question of how do we keep the risk of a pest infection spreading throughout the community when there is a natural disaster and movement of animals are required.

Mrs Erin Hutchins advised that animals are able to be tracked which allows personnel to see their movements. Mr Vik Cheema reiterated that the responsibility of biosecurity and risk falls with DPIRD and they have specialised officers for those risks. An outbreak would be classes as more of a national event as opposed to a local event.

◇ WA Police

WA Police was represented by two officers, Sgt Chris Page from the Capel Station and Mr Luke Fowler from Australind Station.

Mr Chris Page introduced himself and advised that he is the Officer in charge of the new Capel Police Station and mans the station with three other constables. It is a shared district with Capel and the areas in which they service for the Shire of Dardanup include Crooked Brook, Dardanup, Dardanup West, Ferguson, Henty and Paradise.

Sgt Luke Fowler introduced himself and advised that he had transferred from Margaret River. He has recently conducted Level 3 incident training which was held at the New Emergency Service Centre Koolinup in Collie and conducted by DFES. They ran through some intensive scenarios with a Marine Oil Spill and a Major Flooding Event in Harvey. It was a very challenging but rewarding. Sgt Luke Fowler can provide further information about the training at the next meeting if people would like to know more.

◇ **Main Roads WA – David Smith**

Mr David Smith advised that there is a shortage of traffic controllers at the moment with all the major works and development happening in the state. Where they would normally go to source more resources other areas are also struggling to find adequate personnel for coverage.

There is currently enough people for the initial works, however should there be an emergency or incident they would struggle for resources to cover additional traffic controllers etc to attend to after hours.

Main Roads have had an increase in the amount of variable message boards just for Emergency preparedness. However are struggling with the frequent and ongoing issues of theft of the batteries for the variable message boards. This has been identified as a risk and Main Roads are working with WA Police on the matter.

Conversations are also happening around resource shortage for the busy Christmas /holiday period with the high risk of fire during this time.

◇ **Water Corporation – Jerome Wade**

Mr Jerome Wade introduced himself and is the Operation Manager for Wellington at Water Corp. He recently also participated in the Level 3 incident training in Collie.

He is also currently running the rural drainage scheme.

◇ **Aqwest - Kal Woods**

Nothing to report.

◇ **Hexion Australia (Moore Rd Emergency Group) – Karen Bailey**

Note: Refer to above resolution. Members of the Moore Rd Emergency Group to become members of the LEMC.

We have set up the Moore Road Emergency Group which includes all neighbours with an agreement being created between the companies with the end view of completing regular drills which incorporate all neighbours as well as emergency services personnel and other interested parties.

The group meets on a regular basis to discuss various items including the following:

- Site contact details in an emergency including a 24 hour contact number
- Discuss possible nature of a major incident, along with information concerning the potential effects on the neighbouring business.
- Notification method of an incident including
 - How they will be informed e.g., initial off-site warning systems
 - The role of the emergency services (such as DFES)

- The arrangement for the testing of warning systems
- How to recognise the early signs of a major incident in case a timely warning is not given
- How they will know the major incident is over
- Details of any communication system in place to ensure that the neighbours are provided with information during an incident
- Actions that members of the neighbours should take if a major incident occurs as specified in the emergency plan for the MHF.
- Assistance that each industry in the vicinity can provide each other in the event of an emergency

The agreement between Moore Road businesses has been created with the intent to provide a framework detailing how all business can help each other in the event of an emergency.

We plan to have our first desk top scenario in the first Quarter of next year with a 'live' scenario around the same time in 2023.

9 MATTERS BEHIND CLOSED DOORS

None.

10 CLOSURE OF MEETING

The Chairperson advises that the date of the Local Emergency Management Committee Meeting will be advised at a later date.

There being no further business the Chairperson declared the meeting closed at 10:47am.