



**LOCAL EMERGENCY MANAGEMENT
COMMITTEE MINUTES**

5 DECEMBER 2019 – 8.30AM

**Function Room, City of Kalamunda Administration Building
2 Railway Road, Kalamunda**

1. OPENING OF MEETING

Mayor Margaret Thomas at 8:20am

2. ATTENDANCE AND APOLOGIES

Attending Members:

Cr Margaret Thomas – City of Kalamunda - Mayor	MT
James Wickens – City of Kalamunda – Manager Environmental Health & Comm Safety	JW
Tim Parry – City of Kalamunda – Coordinator Community Safety	TP
Brett Jackson - City of Kalamunda – Director Asset Services	BJ
Jamie Hunter – City of Kalamunda – A/Senior Fire & Emergency Management Officer	GJ
Angie House – Customer Relations Officer Community Safety Services (Secretary)	AH
Duncan Wilson – City of Kalamunda – Principle Building Surveyor	DW
Mike Ward – KAL/DFES – CESM Fire Chief	MW
Simon Parke – WA Police – OIC Forrestfield	SP
Ryan Hamblion – Department of Communities – Senior District ESO	RH
Kerry Chipchase – Lesmurdie Senior High School - Principle	KC
Karen Edmeades – Red Cross – State Coordinator Emergency Services	KE
Andrew Fowler-Tutt – City of Kalamunda – Manager Approval Services	AFT
Warwick Martindale – State Emergency Services – Local Manager	WM
Daymon Joseph – Hall & Prior Health & Aged Care Group – Executive Director	RL
Ines Morton – Kalamunda Hospital (Proxy for Jo Harris)	IM
Chris Hannah – KVFBF – Brigade Lieutenant	CH



Apologies:

Rhonda Hardy – City of Kalamunda - CEO	RH
Peter Varelis – City of Kalamunda – Director Development Services	PV
Nicole O’Neill – City of Kalamunda – Manager Customer & Public Relations	NO
Gayle Hall – City of Kalamunda – Recreational Facilities	GH
David Caroll – KVFBF – D/Chief Bush Fire Control Officer	DC
Tony Moiler – KVFRS - Captain	TM
Helen Deacon – Kalamunda Senior High School – Principle	HD
Merveen Cross – DFES - DEMA	MC
Michael Pasotti – DBCA – Fire Coordinator	MP
Jo Harris – Department of Health – Kalamunda Hospital - Coordinator	JH
Steve Hall – St John Ambulance – Emergency Management Unit	SH
Michelle Clough – DOC – CPFS	MC

3. CONFIRMATION OF MINUTES

Minutes 29 August 2019 confirmed

Moved: DW Seconded: JW

All in favour

4. MATTERS ARISING FROM PREVIOUS MINUTES

4.1 The inclusion of the schedule of dates for the next 5 years

TP

LEMC meetings have been included in the updated LEMA. There are plans for every second meeting to run an exercise to work on as a group.

4.2 The new LEMA has been drafted and sitting with our DEMA Merveen Cross TP



- 4.3 **Research on the homeless** – There has been feedback of homeless people in town centre and reports of the homeless living rough in bushland behind the administration building. The definition of homeless is very broad. It can include moving house to house, sleeping on couches and boarding houses.
- JW
- We have a link to crisis care which operates after hours where the homeless can receive support. Locally, St Emily's provides accommodation for 37 young women. There are lots of support networks and agencies available. We will do more work on understanding the issue.
- Homeswest houses have been vacant for several years. James, are you aware of any here? MT
- It is something we can advocate for, but not aware of any of those houses. JW
- 4.4 **Lane Closure** – There was a request to close the laneway between Burt and Canning Road due to anti-social behaviour. Brett Jackson and his team have now done that. JW
- 4.4.1 The fencing and gates are now up and there has been some improvement. As it is a thoroughfare, there are rules. For permanent closure, council has to agree to the closure at next months meeting. There are still some squeezing through the gaps, so looking at it again. BJ

5. CORRESPONDENCE IN/OUT

- James Wickens ran through the correspondence. JW
- 5.1 **DFES – Agency Guide – Bushfire Response for In-Home Clients**
Brochure advice in regards to bushfires.
- 5.2 **Total Fire Ban Exemptions – Amendments to Bush Fires Act 1954**
This is a tidy up of the Act to incorporate some of those activities.
- 5.3 **WALGA –Climate Resilient Survey**
The work that WALGA are carrying out and assisting local governments.
- 5.4 **DFES Management Activities in WA**
- MW
Fuel management activities. A Survey that DFES takes on mitigation works.
- 5.5 **DFES Operational Fleet Project November 2019**



MW

DFES has a fleet project. Looking at future fleet. Aimed at the Chief and volunteers level.

5.6 **Curtin University** – Email re update on the Consultation Workshop
JW

Timeline of events and workshops coming up on disaster and emergency management.

5.7 **Red Cross – Disaster Preparedness week 23-29 Sept**
KE

Very successful.

5.8 **Kanyana Fire Emergency Evacuation Plan 2019-2020**
JW

Kanyana supplied us with their emergency evacuation plans which is very helpful and would encourage other agencies to forward their plans to us. This is the second year Kanyana have done this.

5.9 **Local Government Grants Scheme 2019/2020 Invoice**
MW

The City receives this for running the bushfire brigade and SES. It is paid quarterly by the City. For future reference, local government grants do not need to be included in the correspondence.

5.10 **SEMC Correspondence**

TP ran through the correspondence for SEMC to the committee.

6. GENERAL BUSINESS

6.1 **Perth Hills Preparedness Project**

Presentation from Red Cross (attached to minutes)

K

6.1.1 We have been successful in funding. 3 year preparedness project, Swan and Mundaring have similar risk profiles.

6.1.2 Youth Programme – Designed to get the teenagers thinking about what to do if an emergency situation happened.



- 6.1.3 Pillow Case Project for younger children.
- 6.1.4 At the end of the programmes, 88% were more aware and 76% put plans in place. Sessions have been running at a state equestrian centre which has been very successful. Social media is utilised. Primary schools are much easier to work with. High school is busy so takes longer to get on board.
- 6.1.5 Horse owners are a tight community. Social media platforms for horse owners such as EASE, an evacuation emergency site on social media. Would be good to get the message out on those type of sites. MW
- 6.2 KVFBF – Presentation, Deployment to the East Coast Fires**
CH
- 6.2.1 Deployment to the east coast fires (presentation to be attached to the Minutes.
- 6.2.2 There is a criteria for being deployed. There are a certain level of qualifications and the deployment has to be endorsed by the brigade, then the Chief and then DFES. There are challenges to face with the deployment. Long days, varied duties, different towns and 15 hour days takes its toll on Some members. MW
- 6.2.3 It is a changing environment out there. Fire seasons are changing and those lines are getting blurred. Summers are starting earlier and lasting longer. WA has never deployed so many people before. The last couple of years have been really significant. Incidents are getting longer, requiring more resources. Our volunteers are stretched. MW
- 6.2.4 WA have also had brigades deployed to us. There is a list for deployment which lasts for 12 months. This is because circumstances change for volunteers, so there is a gap with people being on the list. MW
- 6.3 BFAC Minutes – 19 September 2019**
- 6.3.1 JW tabled the minutes. JW and MW attended.
- 6.4 Table Kalamunda LEMC District Emergency Management Advisory Report – 5 December 2019**
- 6.4.1 As Merveen Cross couldn't make it, James Wickens discussed the report. JW
The Fire Brigades Act 1942, Bush Fires Act 1954 and Fire and Emergency



Services Act 1998 are planned to be consolidated into one legislation. This document will be attached to the minutes for members to look at.

7. AGENCY UPDATE

7.1 Hall & Prior Health & Aged Care Group

7.1.1 Welcome to Daymon Joseph – Executive Director Regional Leader

7.1.2 Karingal Green is getting involved with local the local community. Will be the biggest aged care facility in Australia with a lot of technology. There will be a primary focus on high quality care, opening in March next year. DJ

7.1.3 I have history with St John Ambulance with 15 years of experience with community and service organisations. Sitting on this committee will be really valuable. Having networks are really important and keen to be involved in the planning.



7.2 City of Kalamunda – Building

- 7.2.1 CESM conducted a desktop exercise. Earthquake, floods etc, business continuity was an eye opener. DW

7.3 City of Kalamunda – Community Safety

- 7.3.1 Fire season has started and inspections are being conducted, starting blocks and residents are starting to take notice and do the work against the notice. However, there are still a lot of people being ignorant. The team is constantly out there trying to educate. TP
- 7.3.2 Greg Johnson – Senior Fire & Emergency Management Officer has resigned and Jamie Hunter will be Acting in this position until further notice. JW

7.4 WA Police

- 7.4.1 Police attended the Roe Highway and Great Eastern Highway fires. It is a reminder that things can change quickly and a police car was almost lost. It started off as a very small fire. Be observant and take note of your surroundings, people, rego numbers etc. All cars are instructed to patrol bushfire areas. SP

8. NEXT MEETING

27 February 2020

9. CLOSURE

Meeting closed at 9.33am