



**LOCAL EMERGENCY MANAGEMENT  
COMMITTEE MINUTES**

**27 FEBRUARY 2020 – 8.30AM**  
**Function Room, City of Kalamunda Administration Building**  
**2 Railway Road, Kalamunda**

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**1. OPENING OF MEETING**

Mayor Margaret Thomas at 8.30am

**2. ATTENDANCE AND APOLOGIES**

**Attending Members:**

Cr Margaret Thomas – City of Kalamunda - Mayor	MT
Peter Varelis – City of Kalamunda – Director Development Services	PV
James Wickens – City of Kalamunda – Manager Env Health & Comm Safety	JW
Tim Parry – City of Kalamunda – Coordinator Community Safety	TP
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
James Parker – WA Police – A/OIC Forrestfield	JP
Ryan Hamblion – Department of Communities – Senior District ESO	RH
Emma Potter -St John Ambulance – (On behalf of Steve Hall	EP
Karen Edmeades – Red Cross – State Coordinator Emergency Services	KE
Tony Moiler – KVFRS - Captain	TM
Warwick Martindale – State Emergency Services – Local Manager	WM
Daymon Joseph – Hall & Prior Health & Aged Care Group – Executive Director RL	DG
Michelle Grgich – City of Kalamunda – Recreational Facilities Supervisor	MG
Merveen Cross – DFES – DEMA	MC



Jo Harris – Kalamunda Hospital - Coordinator	JH
Helen Deacon – Kalamunda Senior High School - Principle	HD
David Caroll – KVFBF – D/Chief Bush Fire Control Officer	DC

**Apologies:**

Rhonda Hardy – City of Kalamunda - CEO	RH
Nicole O'Neill – City of Kalamunda – Manager Customer & Public Relations	NO
Michael Pasotti – DBCA – Fire Coordinator	MP
Kerry Chipchase – Lesmurdie Senior High School - Principle	KC
Brett Jackson – City of Kalamunda – Director Asset Services	BJ
Gary Ticehurst – City of Kalamunda – Director Corporate Services	GT

**3. CONFIRMATION OF MINUTES**

Minutes – 5 December 2019

Moved: DW                      Seconded: JW

All in favour

**4. MATTERS ARISING FROM PREVIOUS MINUTES**

4.1 Nil

**5. CORRESPONDENCE IN/OUT**

- 5.1 Health and Aged Care Facilities Advice Sheet
- 5.2 State Situation Report – Sitrep 02/Sitrep 04 Metropolitan Heatwave
- 5.3 Local Animal Welfare in Emergencies Plan - Draft
- 5.4 DFES – Fire Danger Rating Boards
- 5.5 Doing Disasters Differently
- 5.6 Dept of Health – State Hazard Plan Heatwave
- 5.7 WALGA – Assisting NSW Local Govt with Bushfire Recovery



## 6. GENERAL BUSINESS

### 6.1 Perth Hills Preparedness Project

KE

- 6.1.1 Red Cross has almost completed the project.
- 6.1.2 The focus has been on recruiting for phone volunteers and marketing.
- 6.1.3 Promoting recruitment for Pillow-Case Project. Team is ready to go. Training is coming up in March.

### 6.2 Mike Ward CESM – Update on Fires and Deployment

MW

- 6.2.1 **Deployments** - Victoria, NSW, Queensland and South Australia. Sixteen Volunteers sent between October 2019 and February 2020. In total, 200 Staff and volunteers from firefighting have been sent to control centres.
- 6.2.2 **Dawson Tip, Forrestfield Fire** – level 1, third alarm escalation in January at the old tip site. It was deemed as suspicious. 15 hectares burnt. Kalamunda and other brigades attended. Watch and Act status.
- 6.2.3 **Mundy Regional Park – Falls Road, Lesmurdie** – Eight hectares burnt. Started from a stolen car in Palm Terrace on the public holiday. Severe Danger rating due to sloping terrain which could have escalated. Emergency warning level, moving quickly. Fortunate that the wind died off. 111 residents impacted. Evacuation centre opened at Ray Owen. No properties damaged. All went according to plan and calls were made quickly for the evacuation centre to be opened.
- 6.2.4 **Pickering Brook Fire Station** – In the early stages. No papers have been put forward or a request made at this stage. Need the community to buy into the fire station and need volunteers.

### 6.3 James Wickens – Presentation of LEMA

- 6.3.1 PowerPoint presentation available on request to AH. AH
- 6.3.2 JW to MC – What is the process for endorsing the LEMA?
- 6.3.3 The LEMA can be endorsed at this LEMC meeting by the committee. From here, it goes to DEMC first before LG in case there needs to be MC



any changes, then SEMC. A LEMA doesn't fit every local government so is not a standard document. It all depends on area size and

dynamics as to what will fit each local government.

6.3.4 Mike Passotti needs to be changed to Mark Cassotti in the LEMA DC

**ACTION: JH**

6.3.5 St John Ambulance – EP can endorse on behalf of Steve Hall EP

6.3.6 Mayor – Motion for LEMA to be endorsed MT

Moved: RH Seconded: DC

Carried unanimously

## 7. AGENCY UPDATE

### 7.1 Department of Communities

7.1.1 Seventeen activations, one in Kalamunda. Not many evacuees, but good to test arrangements. RH

7.1.2 There is a training session 11 March and hoping to run a session later in the year at Ray Owen.

### 7.2 DFES – DEMA

7.2.1 LEMC -DEMA Report 27 February 2020 handed out at the meeting and Discussed. MC

### 7.3 City of Kalamunda – Community Safety Services

7.3.1 Training – Four staff are going to Serpentine Jarrahdale for training in evac centre opening along with a refresher. TP

7.3.2 Ray Owen was opened as an evac centre in January for the Falls Road fire. There were some issues closing the centre. In the process of updating this in Promapp. It has been five years since the last evac centre was opened apart from training. Only two residents attended the centre but was good as a live exercise.

7.3.3 The fire season has come to an end with 3 times the amount of inspections as last season.



- 7.3.4 Meeting was conducted with residents in foothills who have been upset this year with inspections and the time they have had to complete works. MT
- 7.3.5 In the past, we haven't had the resources to inspect a lot of properties and some have not been inspected previously. This year we got to those places as the process was quicker. There has been a significant improvement this year, but there needs to be more education in certain areas of the City. PV
- 7.3.6 Residents receive the Fire Hazard Reduction with their rates notice. Their property must be compliant by 1 November so there is plenty of time for them to prepare. There may need to be a targeted education process for next season for pockets where property owners may not be aware in the off season. TP
- 7.3.7 As a resident, there is a lot of information that comes with the rates notice and most residents are only concerned about how much their rates are. They don't read anything else and the notice gets lost. TM
- 7.3.8 That is something to take on board. TP
- 7.3.9 Does TM have any suggestions on how this could be done? MT
- 7.3.10 Mail drop separately. TM
- 7.3.11 Currently, the notice goes out in the rates, local newspaper, notice boards and the website. TP
- 7.3.12 It would cost approximately \$20,000 extra for a separate mail drop. There is a workshop at Bunnings on 29<sup>th</sup> promoting fire awareness. PV
- 7.3.13 On the cusp of releasing crime prevention plan. Please review. Youth engagement. Will circulate information. PV
- 7.3.14 Targeting youths with a workshop in the area. City asking kids what type of programme they want. The youth team are busy putting this together. JW
- 7.3.15 The laneway behind Toyota has now been closed. PV



7.3.16 There have been no issues since this has occurred. With HD reiterating this. TM

**7.4 Kalamunda Volunteer Fire and Rescue Services**

7.4.1 Traffic accident in Pickering Brook, Canning Road with a truck rollover. Semi-trailer was blocking the road. Main Road said it was not their responsibility. Tried to get help from Police and Council. TM

A truck rollover is deemed as a road crash, and therefore it is operational. It is not the responsibility of the local government. The HMA for this is the police. MC

A road crash is totally the responsibility of the Police as the HMA. DC

Took 6 hours to recover the truck, needing cranes. KVFRS was held up there trying to manage traffic. Thought this would qualify as the council needing to attend. TP

7.4.2 Forrestfield Police were not aware of it. If not getting what you want, ring Forrestfield Police direct for assistance. JP

Through the Chair, what phone number does Comsec have as nothing came to our Emergency on call phone. If it had, we would have responded straight away. TP

ACTION: TP to look in to for next meeting.

ACTION: TP and TM to work out loopholes.

**7.5 St John Ambulance**

7.5.1 With the heatwave in December, there has been pressure on ambos. Incident Centre has been 24/7 and struggling to cope. Pressures are not only winter now, it is summer too. More ambulances and staff have been put on. Staff have been thin on the ground and have not been hitting targets. EP



7.5.2 They are updated daily on the Coronavirus. Haven't had any major incidents. EP  
There has been a possibility maybe once a week. It has been a good learning curve on isolating patients. Special ops sent to Christmas Island and China. All returned without requiring quarantine.

7.5.3 Ramping is now taking place as no space in the hospitals. Ambulance crew are required to stay with patient for up to seven hours at a time. Kalamunda crews are constantly sent to the City.

7.5.4 There will be 20 new trucks on the road by April. This will help Kalamunda and Mundaring. 56 new staff are being employed in March. This is the first time in 10 years we have employed already qualified paramedics.

These trucks will be on demand trucks. They will hit demand times. It is a 12 monthly trial and trucks will be located at 6 depots in the metro area and one in Kelmscott. They will have more options to take the pressure off Kalamunda and keep ambulances in the area.

7.5.5 Face masks are in short supply. Hospitals are on their last boxes. The masks have to be a certain type and are only effective for about 20 minutes.

TTC We have been receiving advice from the Dept of Health and there is no role currently regarding the virus, but we are making sure that anything we get from Dept of Health, is relayed to the community. When they want us to be involved, we will be advised.

## **7.6 State Emergency Services**

7.6.1 Yanchep was busy, but recently it has been quiet. Storms haven't hit so no call outs in our City.

WM

7.6.2 There has been a huge interest in membership. Many are just an enquiry, then nothing eventuates.

7.6.3 SES deployed 1 member to the Albany fires as Accomodation Manager and 3 members to Kalgoorlie/Norsman – 1 as a Supply Team Leader and 2 issuing Restricted Access Permits. In excess of 200 permits were issued. In addition – the metro storms of Feb 25 & 26 did not affect Kalamunda but SES deployed 12 members to assist Belmont who received over 30 requests for



assistance.

## 7.7 Kalamunda Volunteer Bush Fire Brigade

DC

- 7.7.1 **Black Summer Bushfires** - 18 million hectares have been lost worldwide. WA has lost 2.2 million hectares. Over east has been looking at our Fire Notice and the Bush Fires Act. They don't have this in place. They do still burn but not on the same scale as they used to. The Royal Commission will probably come out with new requirements.
- 7.7.2 **Katanning Fire** - Five thousand hectare lost. Impacted town, level 3. Surrounding Communities threw everything at Katanning. Talked to farmers and brought in Mental health help as the farmers were in a bad way. Farms had been destroyed, fences lost and food gone. Roads were a mess and had to be closed. We made use of all responses offered while it was there and to do as much recovery as possible. As it was over resourced there was a lot of things that could be done before we left.

## 7.8 Red Cross

- 7.8.1 Physical Outreach programme in January with Wanneroo. 220 households involved. Broad range of recovery work. Well being calls on roadhouses, talking to communities that had been stranded. Providing psychological first aid. Volunteers have supported state fires. KE
- 7.8.2 Recovery training with Local Governments and some preparedness work with Serpentine Jarrahdale.
- 7.8.3 **Mallacoota** - Community was displaced. Volunteers supported internet management teams. KE worked on national recovery for 3 weeks and all volunteers have been provided with support from Red Cross.
- 7.8.4 **Coronavirus** - State activated for virus in Queensland. Welfare plan organised in WA at state levels. Putting in place plans should we require it.

## 7.9 Kalamunda Hospital

JH

- 7.9.1 Working with Management regarding the Coronavirus. Educating people on basic hygiene and seeking help when you are not well. Discussing the appropriateness of seeking help and not going to the hospital with a common cold. Have been using Facebook to get information out.

ACTION: JW asked AH to liaise and assist JH with putting their message out through the City's website





**7.10 Kalamunda Senior High School**

HD

- 7.10.1 Smooth start to the year. Feedback regarding bush fires, things put in place. Messages sent, in place and working
- 7.10.2 **Coronavirus** – Two students were identified as having travelled through Hong Kong airport and initial information from the Health Department on the Coronavirus required that they not attend school. Once this was lifted, they were able to return.
- 7.10.3 The school was without phone lines during the storm. We were able to divert the phones through to mobiles.

**NEXT MEETING**

28 May 2020

**8. CLOSURE**

Meeting closed 9.40 am



Unconfirmed