



LOCAL EMERGENCY MANAGEMENT
COMMITTEE MINUTES

25 August 2022 – 9.00AM
Microsoft Teams Meeting

1. OPENING OF MEETING

Mayor Margaret Thomas at 9.00am

2. ATTENDING MEMBERS

Cr Margaret Thomas – City of Kalamunda – Mayor	MT
Nicole O'Neill – City of Kalamunda – Manager Customer & Public Relations	NO
Tim Parry – City of Kalamunda – A/Manager Env Health & Comm Safety	TP
Peter Varelis – City of Kalamunda – Director Development Services	PV
Grant Howatson – City of Kalamunda – Senior Fire & EM Officer	GH
Brett Jackson – City of Kalamunda – Director Asset Services	BJ
Mark Watton – City of Kalamunda – Recreational Facilities Team Leader	MW
Sarah Stampalia – A/Coordinator Community Safety	SS
Emma Morgan – City of Kalamunda – CRO Community Safety (Secretary)	EM
Mike Ward – KAL/DFES - CESM	MW
Steven Lake – KAL/DFES – Deputy Chief Bush Fire Control Officer	SL
Wendy Jackson – Kalamunda Hospital – A/Emergency Management Coordinator	WJ
Chris Thompson – City of Kalamunda – Manager Asset & Waste Operations	CT
Ryan Hamblion – Department of Communities – Senior District ESO	RH
Sharna Sumpton – DEMA – DFES	SS
Tony Moiler – KVFRS – Captain	TM
Warwick Martindale – SES – Local Manager	WM
Joe Cuthbertson – St John WA	JC

ATTENDING PROXY

Alida Ferreira – Manager Financial Services (Proxy for Gary Ticehurst)	AF
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GUESTS

Dr Herbert Rovay – DPIRD Biosecurity Veterinarian	HR
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APOLOGIES (MEMBERS)

Rhonda Hardy – City of Kalamunda – CEO	RH
James Wickens – City of Kalamunda – Manager Env Health & Comm Safety	JW
Duncan Wilson – City of Kalamunda – Principle Building Surveyor	DW
Gary Ticehurst – City of Kalamunda – Director Corporate Services	GT
Johnathon Bubb – Red Cross	JB
Kerry Chipchase – Lesmurdie SHS – Principal	KC
Helen Deacon – Kalamunda SHS – Principal	HD
Roy Newland WA Police Senior Sergeant – OIC Forrestfield	RN
Lara Moltoni – Hall & Prior Health & Aged Care Group – Executive Director	LM
Michael Pasotti – DBCA – Fire Coordinator	MP



3. CONFIRMATION OF MINUTES

26 May 2022
 Moved – Nicole O'Neill
 Seconded – Tim Parry
 Passed Unanimously

4. MATTERS ARISING FROM PREVIOUS MINUTES

4.1 No matters arising from previous Minutes.

5. PRESENTATIONS

5.1 Dr Herbert Rovay – DPIRD Biosecurity Veterinarian
Presentation is available on request

5.2 Mike Ward – DFES – Fire Danger Rating Changes
Presentation is available on request

6. CORRESPONDENCE IN/OUT

- 6.1 In/Out – DEMC Handbook 31 May – PDF *Circulated.*
- 6.2 In/Out – LEMA guideline and model – PDF *Circulated.*
- 6.3 In – Invitation for local government to attend the DFES District Officer Development Program - email
- 6.4 In – Kalamunda LEMC August - email
- 6.5 In – City of Kalamunda LEMC Meeting - email
- 6.6 In/Out – LEMC Meetings and exercise - email
- 6.7 In/Out – Appendix 6 of LEMA update Contact Register PDF - *Circulated.*
- 6.8 In – DFES DEMA Report August 2022 – email (*circulated with these Minutes*).
- 6.9 In – BOC Communique – July 2022 – PDF (*circulated with these Minutes*).
- 6.10 In – Letter Statement of Intent Feedback from CEOs City of Kalamunda (*circulated with these Minutes*).
- 6.11 In – Statement of Intent Consultation Draft 29 July 2022 (*circulated with these Minutes*).
- 6.12 Vision and Principles 6 July 2022 (*circulated with these Minutes*).



7 GENERAL BUSINESS

- 7.1 Members are to review the circulated Appendix 6 of LEMA Contact Register – any changes are to be emailed to LEMC Secretary Emma Morgan.
- 7.2 Margaret Thomas suggested that we have the next LEMC Meeting in person in the City of Kalamunda Function Room as we have had a lot of TEAMS meetings and it is a good opportunity to talk with different Members face to face – this was agreed by all.

8 AGENCY UPDATE

- 8.1 CITY OF KALAMUNDA – MANAGER CUSTOMER & PR NO
 - 8.1.1 Could agency representatives Tony, volunteer fire brigades, SES, advise on the fact that compliance will be strictly enforced from 1 November. Please be encouraging through your socials and channels – September and October are key time frames.
- 8.2 DEPARTMENT OF COMMUNITIES RH
 - 8.2.1 The State Emergency Welfare Plan has been reviewed – I believe WALGA is being asked to review and provide support – any input from Local Government, please head to SEMC and provide feedback to myself.
- 8.3 DFES – DEMA SS
 - 8.3.1 DEMC Meetings are coming up on 18 and 20 October with a theme of Climate Changes – invites were sent out.
 - 8.3.2 Thank you to Tim and Grant for attending the recent Level 2 Exercise – we received very positive feedback on how involved you were – great feedback so well done.
- 8.4 CITY OF KALAMUNDA – ACTING MANAGER ENV HEALTH & COMM SAFETY TP
 - 8.4.1 Grant and Tim attended the recent Development Program on 15th August representing Local Government as Liaison Officers. It was a great opportunity for Grant and I to see operational activities happening and for us to experience that.
 - 8.4.2 On the 12th September we will be attending the WALGA Presentation in relation to the LEMA review – how it is structured and how to make the document more useable in future.



- 8.4.3 The Fire Hazard Reduction Program kicked off – we are putting out communications already and we are in the period of doing Property Walkthroughs. Grant and Nathan have done some already – these should increase as time goes on.
- 8.4.4 Mike and Grant spoke with BFRG Leaders to advise on the plan for the City's approach this year – there is a new Contractors List on the website. Contractors on this list will also be invited to attend a review of the notice with the Chief and Grant Howatson.

NEXT MEETING

24 November 2022

9 CLOSURE

Meeting closed at 10.15am.

UNCONFIRMED