



LOCAL EMERGENCY MANAGEMENT COMMITTEE MINUTES
29 February 2024 – 9.00AM
MR – Function Room

1. OPENING OF MEETING

A/Director Kath Parkinson at 9.00am followed by Mayor Margaret Thomas

2. ATTENDING MEMBERS

Cr Margaret Thomas – City of Kalamunda – Mayor	MT
Sinead McGuire – City of Kalamunda – Director Asset Services	SM
Amanda Widjaja – City of Kalamunda – Manager Asset Maintenance	AW
Tim Parry – City of Kalamunda – Coordinator Community Safety	TP
Nick Wilkinson – City of Kalamunda – Coordinator Recreation Facilities	NW
Kath Parkinson – City of Kalamunda – Manager Customer & PR	KP
Cameron Chisholm – City of Kalamunda – A/Manager Health & Community Safety	CC
Emma Morgan – City of Kalamunda – CRO Community Safety (Secretary)	EM
Declan McCubben – City of Kalamunda – A/Senior Fire & EM Officer	DM
Nathan Garrington – City of Kalamunda – Community Bushfire Preparedness Officer	NG
Regan Travers – City of Kalamunda – Manager Approval Services	RT
Mike Ward – KAL/DFES – Acting District Officer	MW
Ryan Hamblion – Dept of Communities – Senior District ESO	RH
Cate Willey – DFES – DEMA	CW
Brad Robinson – WA Police – OIC Forrestfield	BR
Helen Deacon – Kalamunda SHS – Principal	HD
Kerry Chipchase – Lesmurdie SHS – Principal (Proxy in attendance)	KC
Tony Moiler – KVFRS – Captain	TM
Brian McGinley – KVFRS	BM
Judy Brand – Kalamunda Hospital (Proxy)	JB
Natasha Bamber – Karingal Green – Executive Director of Nursing	NB
Warwick Martindale – SES – Deputy Unit Manager	WM
Cheryl Gole – Red Cross	CG
Patrick Herous – Red Cross (Guest)	PH
Nicholas Pagonis – Perth Airport	NP
Peter Van Der Vaart – Water Corporation	PV
Brett Hopley – DPIRD	BH

APOLOGIES (MEMBERS)

Nathan Ritchie – City of Kalamunda – A/CEO	NR
Gary Ticehurst – City of Kalamunda – Director Corporate Services	GT
Freya Ayliffe – City of Kalamunda – Manager Community Health & Safety	FA
Chris Lodge – City of Kalamunda – A/Director Development Services	CL
Grant Howatson – City of Kalamunda – Senior Fire & EM Officer	GH
Lloyd Peters – City of Kalamunda – Manager IT	LP
Paul Postma – District Officer South East DFES	PP
Steve Lake – KAL/DFES – Deputy Chief BFCO	SL



Jo Harris – Kalamunda Hospital	JH
Michael Pasotti – DBCA – Fire Coordinator	MP
Brodie Selby – DBCA	BS
John Caniglio – St John WA	JC
Cherie Sandilands – DPIRD – Emergency Preparedness Coordinator	CS

3. CONFIRMATION OF MINUTES

29 February 2024
Moved – Nicholas Pagonis
Seconded – Tony Moiler
Passed Unanimously

4. MATTERS ARISING FROM PREVIOUS MINUTES

4.1 Nil

5. PRESENTATIONS

- 5.1 Mike Ward – DFES – UCL Management
Presentation is available on request
- 5.2 Tim Parry – Desktop Discussion Exercise – Evacuation Centres
Presentation is available on request

6. CORRESPONDENCE IN/OUT

- 6.1 **IN** April Monthly Topic – Stay Informed – Emergency WA
- 6.2 **IN** Essential Public Asset Reconstruction – Funding and Reimbursement Process for Local Governments
- 6.3 **IN** Department of Communities – New Regional Coordinator South Metro
- 6.4 **IN** Emergency Preparedness Report 2023
- 6.5 **IN** Letter – CEO City of Kalamunda – Upfront Payments to Local Governments for Essential Public Asset Reconstruction
- 6.6 **IN** Australian Warning System A message from the FES Commissioner
- 6.7 **IN** Department of Communities – New Regional Coordinator South Metro



7 GENERAL BUSINESS

7.1 There was no general business.

8 AGENCY UPDATE

8.1 RED CROSS

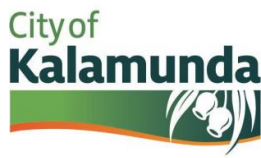
CG

- 8.1.1 Volunteer recruitment is now open and we do always need volunteers.
- 8.1.2 EM delivering recovery in Wheatbelt, Response Team are in Quairading delivering five sessions through South Metro TAFE program developed with DFES.
- 8.1.3 End of eight 'Disastrous Dinners' with Shire of Mundaring preparedness program bushfire disaster resilience group – a group talking about risks and resilience – it was very popular.
- 8.1.4 Recovery work in the post emergency space working with emergencies Wanneroo, Mundaring, Toodjay, Waroona and Victoria Plans and Red Cross have been in Karratha doing work up there.
- 8.1.5 They do have problems getting volunteers, it is difficult to attract and keep volunteers, harder than it used to be and there are a lot of requirements to volunteers such as Police Clearances and Working with Children Checks, along with a training program including Psychological First Aid.

8.2 DFES - DEMA

CW

- 8.2.1 Please see DEMA Advisor Report circulated with the Minutes for full details. Recruitment for vacant DEMA is under way, hopefully the person appointed will attend the next meeting.
- 8.2.2 Review – State Hazard Plan Fire – DFES initial phase of consultation closes Friday 31 May 2024.
- 8.2.3 Review – State Recovery Arrangements in the EM Framework – DFES – DFES is undertaking a review of state level recovery coordination and governance arrangements provided in the State Emergency Management Framework.
- 8.2.4 WA Emergency Management Sector Adaption Plan Discussion Paper – the SEMC is developing the Emergency Management Adaption Plan (EM-SAP) to support Local Governments advance climate change adaption and EM goals together. Deliver is expected mid-2024.
- 8.2.5 Amendments to State Emergency Management documents – on 6 March 2024 the SEMC approved the comprehensive review of the State Hazard Plan – Crash Emergency which provides an overview of arrangement for the management of crash emergencies in Western Australia.
- 8.2.6 The 2023 Emergency Preparedness Report has now been released.
- 8.2.7 LEMA Review – due for five year review.
- 8.2.8 The National Disaster Risk Reduction (NDRR) Grant Program is open now and the AWARE Grant has been extended.



- 8.3 CITY OF KALAMUNDA/DFES - CESM MW
- 8.3.1 It has been a long summer operationally for volunteers. The season started in October/November and the rain now is a welcome change. We were going to extend restricted burn season but the rains have arrived.
- 8.3.2 Mitigation is difficult as before it was too dry and now it is too wet so it could be hard, but we will start training, community engagement with volunteers.
- 8.3.3 We have a lot of volunteers interested in joining, there were 55 applicants and 12 are going through the 200 hours of training – they won't come off probation until November this year when generally around 10 or 11 may go through.
- 8.4 LESMURDIE SENIOR HIGH SCHOOL KC
- 8.4.1 Welcoming the rain as well. It is a great opportunity to look at our planning. Gardeners are trying to do what they can to keep the maintenance going around the school, there are a lot of trees and garden. Continuing with induction processes, there are a lot of new young staff, they are being upskilled on the emergency practices in school. We continue with our emergency evacuation processes, in the dry weather we tend to do more of this.
- 8.5 KALAMUNDA HOSPITAL JB
- 8.5.1 The Kalamunda Hospital also have to keep everything clear around the Hospital and update plans regularly. We haven't had an evacuation practice for a while but we are travelling well.
- 8.6 SES WM
- 8.6.1 SES is well down on volunteer numbers we could do with some more volunteers. We are also loving the rain but it means more work on Tuesday night and Wednesday morning there were four calls locally. Crews have also been helping out in Rockingham yesterday. The weekend will highly likely bring severe weather warnings Saturday and Sunday so the community will need to be prepared.



- 8.7 KALAMUNDA SENIOR HIGH SCHOOL HD
- 8.7.1 Enjoying the rain, the biggest thing we are managing is the building that is going on at the school. That brings fenced off areas, we can't get through some areas so we have had to re-route some of our evacuation routes to the back of KPAC and the alternative entry to the oval so we have practiced those changes. We are pretty confident the fences won't move until the end. It has moved from rock crushing to concrete pouring. The Rains may impact the speed of progression and the roof on the visual arts area is going up, hopefully before too much more bad weather.
- 8.8 CITY OF KALAMUNDA – A/DIRECTOR COMMUNITY ENGAGEMENT KP
- 8.8.1 We are working with the communications team to prepare for next season – storms will be the messaging. It just keeps moving forward from one phase to the next.
- 8.8.2 We do have capacity for inviting volunteers to talk to staff, volunteering staff can be deployed and we have gone through a heavy recruitment for that, this is still something we are really passionate about – supporting volunteer organisations.
- 8.9 WA POLICE BR
- 8.9.1 Police are busy but that is usual. Police are on heightened alert in relation to domestic violence and getting it right and people who have guns and all the things that go with that is high on our agenda. We have a lot of domestic violence in this area unfortunately, so it is busy. Numbers are down and we still have vacancies, Covid and flu impacts our staff numbers and the priority is getting staff out. Our rates of service are in the green, it can be a bit of a juggling act.
- 8.10 CITY OF KALAMUNDA – COORDINATOR RECREATION FACILITIES NW
- 8.10.1 Nick wanted to mention that he comes from another local government and wanted to state that this working group, and he has attended the last five meetings, is so structurally well done, especially in relation to the agencies who attend. It is great to see.
- 8.11 KARINGAL GREEN AGED CARE FACILITY NB
- 8.11.1 Natasha mentioned that she works at a 161 bed aged care facility in High Wycombe and it is her first time personally in attendance at the meeting and she has found it really interesting. Post Covid they struggled to get staff but now they finally have staff and they try to educate staff on emergency practices so it runs smoothly, in an emergency they would never be able to evacuate that many people with the requirements they have so it is interesting to hear the plans and have some awareness around emergency management.



8.12 DPIRD

BH

8.12.1 Apologies that our agency hasn't been able to attend all these meetings recently. DPIRD holds two key EM responsibilities, first as the HMA for Animal and Plant Biosecurity; and the second part related to supporting agency for animal welfare in emergencies state-level responses. We have worked diligently to get State Support Plan for Animal Welfare in Emergencies. This plan was activated initially for the historic Wooroloo bushfires and has now been activated numerous times over the last years. It is highly recommended these members review this Plan, as early engagement of DPIRD will enable us to support Local Governments if required. For you committee to have local animal welfare response plans will support DPIRD assisting during an EM event. Due to any future EM situation Local Government principally focus on people and property first, so early engagement with us allows DPIRD to support the animal welfare support requirements, Additionally, to this animal welfare response function DPIRD has provided Local Government officer training and reviewed Local Government Animal Welfare Plans.

8.13 PERTH AIRPORT

NP

8.8.1 Terminals and runways progressing in a positive way. 2500 incidents per year on the 1.5 hectare estate. Training upwards on the operations side of things, working on the runway. Dayel Tovey will be moving into integration space, he should be in attendance at the next LEMC Meeting.

8.14 DEPARTMENT OF COMMUNITIES

RH

8.14.1 Just recently finished our evacuation centre audits. Kalamunda was done well in time. We are running evacuation training in September sometime, look out for invites to attend and see how it all works with some exercises at the end.

8.15 KVFRS

TM

8.15.1 We are welcoming the rains but all year round we are busy so things don't really change. During May we were one call short of our busiest May in 65 years. In relation to the traffic crash, we were responsible for the extraction of people unfortunately.

8.15.2 Whilst in the lower hazard from a bushfire perspective, there might still be issued to do with chloring, plumes of toxic smoke, various other issues and evacuations may still be requires so we still can't go to sleep, things happen and we have to be ready to react as usual..

8.15.2 Touched on recruitment, anniversary dinner, when we recruit it takes years to be ready to take on roles.



8.16 CITY OF KALAMUNDA – COORDINATOR COMMUNITY SAFETY

TP

8.16.1 CCTV towers have been installed at Stirk Park following a few incidents there. WA Police are aware and the community had been asking what we are doing there so it has been installed and is providing really good vision.

8.16.2 Relating to end of season this year we had a really good response to people already being prepared on arrival for fire assessments. There was a higher percentage that were prepared and we can attribute that to the pre season engagement, more awareness, if we can do it better that is great also to avoid illegal fires. It is a constant loop, putting in time and effort into communications to be prepared as possible.

NEXT MEETING

29 August 2024

9 CLOSURE

Meeting closed at 10.46am