



**LOCAL EMERGENCY MANAGEMENT
COMMITTEE MINUTES**

26 NOVEMBER 2020 – 9.00AM
Function Room, Kalamunda Bush Fire Brigade
 20 Raymond Road, Walliston

1. OPENING OF MEETING

Mayor Margaret Thomas at 9.00am

2. ATTENDANCE AND APOLOGIES

Attending Members:

Cr Margaret Thomas – City of Kalamunda – Mayor	MT
Chris Thompson – City of Kalamunda – Mgr Asset & Waste Operations – (Proxy for Brett Jackson)	CT
Duncan Wilson – City of Kalamunda – Principle Building Surveyor	DW
James Wickens – City of Kalamunda – Manager Env Health & Comm Safety	JW
Nicole O'Neill – City of Kalamunda – Manager Customer & Public Relations	NO
Tim Parry – City of Kalamunda – Coordinator Community Safety	TP
Jamie Hunter – City of Kalamunda – Senior Fire and Emergency Mngt Officer	JH
Emma Morgan – City of Kalamunda – CRO Community Safety (Secretary)	EM
Mike Ward – KAL/DFES – CESM Fire Chief	MW
Merveen Cross – DFES – DEMA	MC
Tony Moiler – KVFRS – Captain	TM
Jeff Taylor – WA Police – (Proxy for Roy Newland)	JT
Ryan Hamblion – Department of Communities – Senior District ESO	RH
Inese Morton – Kalamunda Hospital – (Proxy for Adam Gregson)	IM
David Stewart – KVFBF – Captain	DS
Karen Edmeades – Red Cross – State Coordinator Emergency Services	KE
Helen Deacon – Kalamunda SHS – Principal	HD
Warwick Martindale – SES – Local Manager	WM
Michelle Young – St John Ambulance – (Proxy for Steve Hall)	MY
Paul Southam – DFES – District Officer	PS
Adrian Hamill – DFES Supt SE Region	AH
Steve Lake – Fire Control Officer - KVFBF	SL
Chris Grubber – Volunteer – Bush Fire Ready Group Facilitator – KVFBF	CG

APOLOGIES

Rhonda Hardy – City of Kalamunda – CEO	RH
Gary Ticehurst – City of Kalamunda – Director Corporate Services	GT
Peter Varelis – City of Kalamunda – Director Development Services	PV
Gayle Hall – City of Kalamunda – Recreational Facilities	GH



Cameron Chisholm – City of Kalamunda – Coordinator Health	CC
Michael Pasotti – DBCA – Fire Coordinator	MP
David Wilson – Fire and Emergency Services Authority	DW
Adam Gregson – Kalamunda Hospital – Coordinator of Nursing	AG
Kerry Chipchase – Lesmurdie SHS – Principal	KC
Steve Hall – St John Ambulance	SH
Daymon Joseph – Hall & Prior Health & Aged Care Group – Exec Director	DJ
Brett Jackson – City of Kalamunda – Director Asset Services	BJ
Mike Hayward – Kalamunda Hospital	MH
Sarah Stampalia – City of Kalamunda - Senior Ranger	SS
Corinne Hawke – NBN Co	CH

3. CONFIRMATION OF MINUTES

Minutes – 27 August 2020

All in favour

4. MATTERS ARISING FROM PREVIOUS MINUTES

- 4.1 The City of Kalamunda Local Emergency Management Arrangements (LEMA) 2020. This has been approved and will be distributed and a public copy of the LEMA will be available on the City's Website in due course.
- 4.2 Resilience Kalamunda and State Results Document – Provided and circulated with the Agenda.
- 4.3 Report provided by MC on available Grants and these were provided with the Minutes of the August Meeting.

5. CORRESPONDENCE IN/OUT

- 2020 Nominations for Perth Hills Preparedness Local Steering Committee
- Australian Red Cross correspondence in - LEMC Report from July 2020
- Insurance Council of Australia correspondence in – req Council Contact Details for Disaster Season
- SEMC correspondence in – LEMA letter 9 October 2020
- Department of Communities correspondence in - Midlands Local Emergency Welfare Plan 2020
- Australian Red Cross - Perth Hills Preparedness correspondence in - LEMC Update August 2020
- Guidance note: Pandemic recovery planning 27 August
- Aged Care Industry correspondence in - COVID Scenario Cards
- Department of Communities Evacuation training correspondence in – Training has



been arranged for 1st December 2020 to be held at Ray Owen Sports Centre.

- WALGA Correspondence in – Animal Welfare in an emergency grant approval 06/10 /2020
- MARKYT Resilience Scorecard – Kalamunda and MARKYT Community Resilience Scorecard

To be circulated with these Minutes

- ARC LEMC Report November 2020
- Bushfire Ready Group Presentation
- DFES DA Report November 2020

6. GENERAL BUSINESS

6.1 Steve Lake – Presentation on the school's bushfire preparedness campaign

6.1.1 We ran a Workshop with Fire & Emergency Services. Idea came from Mike Ward SL to raise awareness and to ensure every school has a bushfire plan that was appropriate and actually works. Also to build relationships with Fire Officers who attend and School Admin staff. We had a lot of assistance with Paul Southam helping during the planning phase. We worked with Dept of Education on common issues with bushfire plans and how to involve students to get better outcomes. We listed to a Principal speak of his experience dealing with a bushfire warning and evacuation and had Brainstorming session. We looked at Fire with 6 hours to prepare and 15 minutes. Surveyed after the event. Excellent feedback. Gooseberry Hill Primary School saw smoke and did not hesitate to call – they are on front foot now and not reacting. Facilities were discussed is the safe place suitable. Schools are starting to conduct drills. No changes were suggested to the program. Dept of Education is interested in rolling it out across the state. Thanked City of Kalamunda for providing venue free of charge and Volunteer Fire.

6.1.2 Were buses talked about? MC

6.1.3 Yes, the idea of using buses to evacuate students is not going to happen SL
If you call buses to evacuate 1000 children, it isn't going to happen to best to shelter in place.

6.1.4 There has been a lot of work done at the Department of Transport MC
Was the session for Public and Private schools?

6.1.5 Yes, it was mixed and involved both public and private schools. SL
There was more involvement from public schools though.

6.1.6 Congratulations from Kalamunda Senior High School it was a great program. HD



- 6.1.7 Are you better prepared than before? MT
- 6.1.8 We were always prepared but have confidence in the plans. HD
We understand the complexity and it was made clear about bunkering down and staying put being the best approach. We have discussed putting in a message system with pre-populated information to deal with parents.
- 6.1.9 Just observing today but wanted to say congratulations and this will become an annual event. AH
- 6.1.10 The day exceeded my expectations and we would like to recognize Steve. PS
A lot of work was done voluntarily so thank you to Steve.
- 6.1.11 This wouldn't have occurred without City of Kalamunda support so the Mayor is presented with a Certificate. AH
- 6.1.12 The project will be rolled out statewide. PS
- 6.2 Chris Grubber Presentation – Bush Fire Ready Group**
- 6.2.1 Spoke about Community Street Meets, Burn smart Demonstrations, Community events, programs like 5 minute fire chat, senior group talks and walk throughs and Monthly newsletters issued by the facilitators. CG
- 6.2.2 I have a property at the end of a dead-end street, how do we get a facilitator there and can you fit new groups in? MT
- 6.2.3 We call for Facilitators amongst our brigade and young members are more Interested in putting out fire and they take part in community engagements Schools, markets etc. but actually putting over the message about bushfire Preparedness and putting time into it, we are down to one because Eddie is sick so it is a problem. You really need a Fire Fighter who knows what they are talking about. CG
- 6.2.4 Mike, any ideas about getting another group of facilitators to become street Coordinators? MT
- 6.2.5 It is labour intensive and I take my hat off to Chris and Eddie as Volunteers and Kalamunda is the largest bushfire group in the State so we have a large program which needs to be driven by the volunteer side and we will be assisting Chris to try to find someone to get on board for assistance and succession planning. MW



ACTION – Bush Fire Ready Presentation to be circulated with the Minutes EM

6.3 Nicole O'Neill – Strategic Community Plan

6.3.1 Nicole did a vibrant presentation which involved the audience. NO

7. AGENCY UPDATE

7.1 DFES

7.1.1 Long period of hot days up North, increased chance of cyclone and potential Flooding. DFES is expecting an average season, a bit later starting and there has been extra rain which has delayed our season, but we are still working on a long-term rain deficit for WA as the 8th driest winter on record. PS

Cooler, hotter days ahead the aircraft have online from Jandakot, did a few drops on Saturday. New intelligence and utility aircraft and a new addition and capability fixed wing aircraft with the ability to fly fire lines at night anywhere in the State. We haven't been able to do that before. There will be further aircraft on board over the next week or two.

ACTION – To forward a full weather briefing from the bureau so everyone can have a read PS

7.2 DEPARTMENT OF COMMUNITIES

7.2.1 Welfare Plan Contacts changed, halved the evacuation centres for standing Room. On the 1st December we are doing Evacuation Training with about 50 people. There are new safety guidelines such as triaging every person coming through due to COVID guidelines. There are armbands if people are going outside every half an hour for a smoke they won't get questioned. Bushfire will override quarantine orders, will encourage those people to seek Accommodation with family and friends. City of Kalamunda Cleaners will be required to clean evacuation centres three times a day if opened. Registration will be online so there is less physical contacts. PPE – centres will have stands, sanitizing stations, masks, gloves, safety goggles. RH

ACTION – To advise Jamie Hunter what PPE should be maintained for Evacuation Centres RH



7.3 DFES – DEMA

7.3.1 Yesterday the Premier announced businesses need to keep a contact register from the 5th December. They are going to be doing this as a request to assist Government Departments for contact tracing. WALGA are going to have a webinar on it for local government on the 1st December 12 to 5pm and staff are encouraged to register. Health Department will be running under COVID guidelines. MC

ACTION – Report Provided to be circulated with Minutes MC

7.4 KALAMUNDA HOSPITAL

7.4.1 Kalamunda Hospital reviewed internal Emergency Management Plans, works are happening an upgrade to Palliative Care facilities, it shouldn't impact too much. COVID plans – working under umbrella, those plans are updated as information comes along. IM

7.5 RED CROSS

7.5.1 Perth Hills Preparedness Project has been delayed due to COVID. Since August each steering comm has had two meetings. We do have a Project Officer in place on Mondays – have a chat with Tanya who is sitting with Nicole for questions around what we do. A community survey on preparedness was organized, cold calling and online results will be with us in January. KE

We may book time to present at the next meeting – To be confirmed.

Started Falls Rd and Gooseberry Hill Primary School 109 pillowcase project. Red Cross were involved to a large scale with the Black Summer Fires last year and got a lot of donations. There are a lot of recovery webinars which will be linked in report to be circulated – log on and learn about recovery.

ACTION – ARC LEMC Report to be circulated with the Minutes EM

7.6 WA POLICE

7.6.1 Jeff Taylor is standing in for Roy. Staff management of COVID has been resource intensive on WAPOL - have seen documentation work on next bush fire season. JT

7.7 KALAMUNDA VOLUNTEER BUSH FIRE BRIGADE

7.7.1 Sunday – pre-season forum open to bush fire. Recruits will be off probation on Sunday. It has been a big back log training and volunteers have done a lot of work before fire season starts. DS



7.8 SES

7.8.1 Ready to go refresher training for summer seasons and SES members are available to assist fire services in general duties. We have been involved in bush fire duties in Armadale and for evacuation centres we are there. WM

7.9 ST JOHN AMBULANCE

7.9.1 Almost back to business as usual, decreased need for massive increase in case load coming into holiday season. During COVID people didn't call an ambulance now COVID has gone away more or less, everyone is calling up. Increase in domestic violence, suicide, mental illness. If you are injured, you might not go to local hospital, might have to go somewhere else. Ambulances are having to go further out of the area so the focus is on improving that. We rely on Health Liaison Managers in hospitals for getting ambulance crews back out on the road so for fast patient transfers. MY

7.10 KALAMUNDA SENIOR HIGH SCHOOL

7.10.1 We have been planning drills for fire. COVID has compressed a lot of things from the start of the year to now. We recently had 60th anniversary to keep the sense of community alive. It was a lot of work but was needed. HD

7.11 CITY OF KALAMUNDA – PRINCIPLE BUILDING SURVEYOR

7.11.1 Just as an observation, I was in brigade for 20 years and we had a lot of major fires prior to resigning. Since Bush Fire Ready Group, we haven't had any major fires since that group. Also around that time shire and city ramped up the Fire Hazard assessments. Well done to all involved. DW

7.12 CITY OF KALAMUNDA – SENIOR FIRE AND EMERGENCY MANAGEMENT OFFICER

7.12.1 Community Safety – we are in the midst of Fire Hazard Assessments. Around 1200 have been completed so far. We sat down with DFES and went through total fire ban information. JH

7.13 CITY OF KALAMUNDA – MANAGER ENV HEALTH & COMM SAFETY

7.13.1 Complaints are being received but really only a small amount considering there have been over 1200 routine assessments. Some people don't like advice. We assessing COVID safety plans for events – the first high risk event will be the upcoming Chili Festival which we are liaising with the Department of Health on. Environmental Health Officers will check contact register for JW



Businesses. Paul brought up weather, the Department of Health has issued a Warning for Ross River Virus across the South West so if you are going away, take precautions for Ross River Virus.

8. NEXT MEETING

25 February 2021

9. CLOSURE

Meeting closed at 10.50am.

UNCONFIRMED