

## LOCAL EMERGENCY MANAGEMENT COMMITTEE MINUTES

25 August 2025 – 9:00am

City of Kalamunda Administration Building

### 1. OPENING OF MEETING

Mayor Margaret Thomas – 9:08am

### 2. ATTENDING MEMBERS

Margaret Thomas – City of Kalamunda – Mayor	
Freya Ayliffe – City of Kalamunda – Manager Place and Community Experience	FA
Luke Ellis – City of Kalamunda – Director Community Services	LE
Tim Parry – City of Kalamunda – A/Manager Community Hubs & Safety	TP
Grant Howatson – City of Kalamunda – A/Coordinator Community Safety	GH
Isabella Henry – City of Kalamunda – CRO Community Safety / Secretary	IH
Tony Moiler – KVFRS – Captain	TM
Brad Robinson – WA Police – OIC Forrestfield	BR
Cheryl Gole – Red Cross	CG
Warwick Martindale – SES – Local Manager	WM
Ryan Hamblion – Dept of Communities – Senior District ESO	RH
Helen Deacon – Kalamunda Senior High School - Principal	HD
Judy Brand – Kalamunda Hospital	JB
Brett Hopley – DPIRD – State Animal Welfare in Emergencies Coordinator	BH
Donna Morgan – DFES – DEMA	DM

### APOLOGIES (MEMBERS)

Nathan Ritchie – City of Kalamunda – Director Development Services	NR
Jo Harris – Kalamunda Hospital	JH
Kerry Chipchase – Lesmurdie SHS – Principal	KC
Donna Gardiner – Lesmurdie SHS – Deputy Principal	DG
Nicholas Pagonis – Perth Airport	NP
Nick Wilkinson - City of Kalamunda – Coordinator Recreation Facilities	NW
Mike Ward – City of Kalamunda Community Emergency Services Manager (CESM)	MW
Kath Parkinson – City of Kalamunda – Manager Customer and Public Relations	KP
Gary Ticehurst – City of Kalamunda – Director Corporate Services	GT
Anthony Vuleta – City of Kalamunda – Chief Executive Officer	AV
Sinead McQuire – City of Kalamunda – Director Infrastructure	SM
Lloyd Peters – City of Kalamunda – Manager ICT Services	LP

### PROXY IN ATTENDANCE

Chris Thompson - City of Kalamunda – (for Sinead McGuire)	CT
Simon Griffiths – City of Kalamunda – Coordinator ICT Operations (for Lloyd Peters)	SG
Judy Brand – Kalamunda Hospital (for Jo Harris)	CH

### 3. CONFIRMATION OF MINUTES

29 May 2025

**Moved** – Freya Ayliffe

**Seconded** – Tim Parry

Passed Unanimously

### 4. MATTERS ARISING FROM PREVIOUS MINUTES

4.1 Nil

### 5. PRESENTATIONS

5.1 Ryan Hambilon – Department of Communities  
Storm Surge Exercise

### 6. CORRESPONDENCE IN/OUT

6.1 IN AFAC - News Issue 151

6.2 IN AFAC – Seasonal Bushfire Outlook – Winter 2025

6.3 IN Australian Disaster Resilience Conference: Register Now

6.4 IN Department of Communities: Local Emergency Relief and Support Plan

6.5 IN Department of Fire & Emergency Services – Local Government DFES Report Pack

6.6 IN Australian Institute for Disaster Resilience – Updates from ADIR August 2025

6.7 OUT - Nil

## 7. GENERAL BUSINESS

### 7.1 NIL

## 8. AGENCY UPDATE

### 8.1 DEPARTMENT OF COMMUNITIES –

RH

- 8.1.1 Starting evacuation centre training over the next few months. 28<sup>th</sup> October at the Kalamunda Performing Arts Centre. There will be other sessions running in September, October and November in Subiaco, Stirling, Swan, Perth and Mundaring.
- 8.1.2 We have a new initiative Go Bags, we have been working on this for the last 12 months. We used to give air mattresses, blankets and sleeping bags but when they leave the evacuation centre, they are not going back to their own places, they are visiting friends or family. Those items used to get cleaned and re used but we are now moving to the new Go Bags. There are two bags – a bedding one which has a pillow, sleeping bag, air mattress and a sheet in it, they can take one with them to their alternative arrangement after leaving the evacuation centre. We also have the person requisite one which has soap for body and hair, toothbrush toothpaste and towel. Also, other person requisite products will still be available at the evacuation centres such as feminine hygiene products, deodorant, combs.
- 8.1.3 We have been activated 12 times from April to July, for level 1 house fire events. Previously not involved in these events. But now if someone does not have anywhere to go, no insurance, no family or friends in the event of a single house fire we will put them up in commercial accommodation for 3 days initially but can be up to 21 days.

### 8.2 DEPARTMENT OF FIRE AND EMERGENCY SERVICES

DM

- 8.2.1 The new emergency WA app, make sure yourself and your family members download the app. We have the website but now also the app.
- 8.2.2 The Disability Inclusive Emergency Planning Forum is currently occurring. This is a project being run by the University of Sydney. Wanneroo had their forum last week and City of Swan are running there's Thursday this week.
- 8.2.3 A lot of the state projects are bubbling away, the LEMA project, the Tool Project, The Community Disaster Resilience (CDRS) hopefully by November we will have more information to provide.
- 8.2.4 The next district forum is the 22<sup>nd</sup> of October and there is a lot of work being done with WAPOL.
- 8.2.5 SEMC met a week and a half ago. Still have not received the formalities that came from that meeting yet. The State Hazard Plan was signed off; there is a roll out

process for communicating the changes in that space as well as the State Recovery Framework. Workshops about this will be coming in the next few months.

8.2.6 The Australasian Fire and Emergency Service Authority Council (AFAC) Conference is happening this week. It is being held at the Perth Convention Centre so make use of that and attend.

8.2.7 The Emergency Preparedness Report is a big-ticket item can help influence what we do at a local level is still sitting with the minister. This will hopefully be out by the time of our next meeting.

### 8.3 KALAMUNDA SENIOR HIGH SCHOOL

HD

8.3.1 We moved into the new building this term, that is going smoothly. We have been handling the new communications and safety around that.

### 8.4 KALAMUNDA HOSPITAL

JB

8.4.1 We just want to thank all our local people that have been very supportive of us lately like WAPOL.

8.4.2 The only other thing to note is in the event of an evacuation we would have to go through the Health Department.

### 8.5 STATE EMERGENCY SERVICES

WM

8.5.1 We have been busy over the last few weeks, nothing major to report. With all the rain we have been having we haven't had a lot of wind, which is what brings all the damage. We sent some crews to Rockingham yesterday as they had the brunt of the weather.

8.5.2 We are slowly increasing our numbers at the moment. It is really great to see.

### 8.6 KALAMUNDA VOLUNTEER FIRE AND RESCUE

TM

8.6.1 It has been business as usual for us at the moment, same as Warwick. We have had a flow on effect from the SES sign-ups. We have had 7 people sign up in the last 3 weeks. We do not advertise as we don't generally need to, and we vet them as they come.

### 8.7 CITY OF KALAMUNDA – IT SERVICES COORDINATOR ICT

SG

8.7.1 I will make sure all City devices are fit with the new Emergency WA app.

8.8 WA POLICE

BR

8.8.1 Ryan and Donna, thank you so much this is all learning for me. Thank you for the presentation. I think a case study would be helpful.

8.8.2 Not a lot for me to report today unless anyone has any questions about crime or reports.

8.8.3 There are lots of ways of managing staff these days, as we have people on flexible work agreements which is essential, we have people that are non-operational for whatever reason. We are not travelling too bad at the moment, we only have a few non-operational officers, we still have a few people on flexible work arrangements. This does put a bit of pressure on others but all in all, we have moved into the new station.

Part 2 of that structure is going in relation to our car parking, the old car park is gone and the new one going in and should be done by October.

8.8.4 For the first time since I have been at Forrestfield we only have 1 or 2 vacancies, the agency has a good handle on this.

8.9 CITY OF KALAMUNDA – MANAGER PLACE AND COMMUNITY EXPERIENCE FA

8.9.1 Just to add to what Brad was saying The City meets monthly with WAPOL. We come together to talk about crime prevention strategies and how we get out to the community to show them what were doing and showing it is not that bad, look out on our socials there are some cool ways that our PR and WAPOL are communicating.

8.9.1 Echo what the Mayor has said, we have some areas to look in to and one of them is the Aged Care Facilities, so we will arrange a meeting for that with Donna along with Department of Health and the person you mentioned from Wanneroo.

8.9.2 We have a CCTV strategy, and with any new infrastructure we have an assessment which is to determine whether CCTV is required and other elements too.

8.9.3 We are also investigating incentives for businesses and homeowners to put their own cameras in as long as the police of the City can have access to that if needed.

8.10 CITY OF KALAMUNDA - A/ MANAGER COMMUNITY HUBS & SAFETY TP

8.10.1 The rangers are noticing a big increase on e-ridable they are creating a bit of an issue just about everywhere. Particularly on the footpaths.

8.10.2 We had a situation where we had some number plates stolen. Keep an eye out where you're parking your cars. The number plate was facing the bush and has taken the plates. This has also happened on our Variable Message Boards.

8.10.3 Storm messaging has been going out. Our Community Safety team has also been running community education programs about storm awareness, the Garden show happened most recently. We are about to start to move into our Fire Season soon. The team have been organising pre-season walk throughs and education. We are finding more people are being more proactive now.

8.11 CITY OF KALAMUNDA – A/COORDINATOR COMMUNITY SAFETY GH

8.11.1 We have a very good team at the moment, getting a lot of messaging out into the community and face to face.

8.11.2 We will be getting to the AFAC Conference and seeing what's the latest there.

8.11.3 We have been taking on everyone's feedback from people's learnings from the storm which happened up here a few months ago which is very helpful in helping us learn and what to do better next time.

8.12 DEPARTMENT OF PRIMARY INDUSTRIES AND REGIONAL DEVELOPMENT BH

8.12.1 DPIRD perspective we are winding down on a number of incidents and 3 key incidents have occurred with 500 field staff. Most of them are returning to a management level, so back to health eradication.

8.12.2 From an animal in emergency and welfare perspective we are just preparing for the season ahead. We have had a significant internal staff boost directorate, so we have a lot more staff on board

8.12.3 We are moving a peri urban welfare exercise in April 2026 the state support plan was reviewed at the start of this year, hopefully we can get some attendance.

8.12.4 The eradication program was pushed for the Poly Shot Hole Borer, they are very hard to eradicate and they are incredibly invasive. You do have to remove the tree. The eradication is not possible as we now have identified 3 key areas which will be maintained. There is an encouragement program for people to plant new vegetation and native vegetation being the best for this.

9 ACTIONS

City of Kalamunda to facilitate a meeting with all Aged Care Facilities in the City of Kalamunda to discuss their Emergency Management arrangements with our DFES, DEMA and WA Health.

10 NEXT MEETING

27 November 2025

11 CLOSED

Meeting closed at 11:00am