



LOCAL EMERGENCY MANAGEMENT COMMITTEE MEETING

MINUTES

**Emergency Management Act 2005
SECTION 38 (1)**

A Local Government is to establish one or more local emergency management committees for the local government district.

A meeting of the Local Emergency Management Committee
held at the Shire of Plantagenet Committee Room
3.00pm Thursday 5 March 2020

**Rob Stewart
CHIEF EXECUTIVE OFFICER**

Committee Members

Cr M O'Dea (Chairman), Cr S Etherington (Deputy), Mr M Barnes (Executive Officer), Mr A Smith, Ms A Tucker, Sgt D Johnson, Mr D Lynch, Ms E Drage, Mr J Stasev, Ms J Hollingworth, Ms K Beidatsch, Ms K Hill, Mr N Blackburn, Ms N Rouse, Mr N Handasyde, Mr S Player, Mr W Hood, (Resolution No. 217/19)

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MEMBERSHIP (Quorum 8)

Cr Marie O'Dea	Council Representative - Delegate
Cr S Etherington	Council Representative - Deputy
Mr Mike Barnes	Community Emergency Services Manager
Mr Adam Smith	District Emergency Management Advisory
Ms Alex Tucker	Environmental Health Coordinator: Shire
Sgt David Johnson	Western Australian Police Force
Mr David Lynch	Executive Manager Works and Services: Shire
Ms Elsa Drage	St John Ambulance – Mount Barker
Mr Jason Stasev	Mount Barker Volunteer Fire & Rescue Service
Ms Julie Hollingworth	Department of Health
Ms Kirsten Beidatsch	Mount Barker State Emergency Service
Ms Kelly Hill	Department of Primary Industry and Regional Development
Mr Neville Blackburn	District Emergency Services Officer
Ms Nikki Rouse	Department of Biodiversity Conservation & Attractions
Mr Norm Handasyde	Chief Bush Fire Control Officer
Mr Steve Player	Senior Ranger: Shire
Mr Wayne Hood	Red Cross

Optional Attendees

Mr Andrew Fraser	Mount Barker Community College
Mr Brad Lenton	Main Roads Western Australian
Mr Craig Andrew	Arc Infrastructure
Mr David Rae	Community Paramedic
Mr Fred Steer	Arc Infrastructure
Supt Jodi Miller	Pardelup Prison Farm
Ms Jo Wills	St John Ambulance – Rocky Gully
Mr Kurt Weinert	Field Supervisor Western Power
Mr Peter Gray	Department of Water
Mr Rhys Skipper	Main Roads Western Australian
Mr Steve Farmer	Pardelup Prison Farm
Mr Steve Machin	Western Power
Mr Vince Hilder	Department of Biodiversity Conservation & Attractions
Mr Wes Bailye	Department of Fire and Emergency Services

1 DECLARATION OF OPENING / ANNOUNCEMENT OF VISITORS

3:01pm The Chairman declared the meeting open.

2 RECORD OF ATTENDANCE / APOLOGIES

Members Present

Cr Marie O'Dea (COD)	Council Representative (Chairman)
Ms Alex Tucker (AT)	Environmental Health Coordinator: Shire
Sgt David Johnson (DJ)	Western Australian Police Force
Mr David Lynch (DL)	Executive Manager Works and Services: Shire
Ms Elsa Drage (ED)	St John Ambulance – Mount Barker
Mr Jason Stasev (JS)	Mount Barker Volunteer Fire & Rescue Service
Kelly Hill (KH)	Dept. of Primary Industry and Regional Development
Ms Kirsten Beidatsch (KB)	Mount Barker State Emergency Service
Mr Mike Barnes (MB)	Community Emergency Services Manager
Ms Nikki Rouse (NR)	Dept. of Biodiversity, Conservations & Attractions
Mr Steve Player (SP)	Senior Ranger: Shire

Visitors

Ms Alida Parke (AP)	St John Ambulance – Rocky Gully
Mr Andrew Fraser (AF)	Mount Barker Community College
Mr David Rae (DR)	Community Paramedic – St John Ambulance
Mr Kurt Weinert (KW)	Field Supervisor Western Power
Mr Rhys Skipper (RS)	Main Roads Western Australia
Mr Vince Hilder (VH)	Dept. of Biodiversity, Conservations & Attractions

Apologies

Mr Adam Smith (AS)	District Emergency Management Advisor
Mr Brad Lenton (BL)	Main Roads Western Australia
Mr Craig Andrew (CA)	A.R.C. Infrastructure
Supt Jodi Miller (JM)	Pardelup Prison Farm
Ms Julie Hollingworth (JH)	Department of Health
Mr Neville Blackburn (NB)	District Emergency Services Officer
Mr Norm Handasyde (NH)	Chief Bush Fire Control Officer
Mr Peter Gray (PG)	Water Corporation
Mr Steve Farmer (SF)	Pardelup Prison
Mr Steve Machin (SM)	Field Operations Team Leader – Western Power
Cr Sue Etherington (SE)	Council Representative (Deputy)
Mr Wes Bailye (WB)	Department of Fire & Emergency Services
Mr Wayne Hood (WH)	Red Cross

3 CONFIRMATION OF MINUTES

Moved: Ms K Beidatsch; Seconded: Mr J Stasev

That the Minutes of the Ordinary Meeting of the Local Emergency Management Committee held on 5 December 2019, as circulated, be taken as read and adopted as a correct record.

CARRIED

4 BUSINESS ARISING FROM PREVIOUS MEETINGS

Refer to Action Sheet.

5 STANDARD AGENDA ITEMS (Refer STATE EM PROCEDURE 7)

5.1 CONFIRMATION OF CONTACT DETAILS AND KEY STAKE HOLDERS.

Refer to Attachment One.

5.2 POST MAJOR INCIDENT REPORTS

5.2.1 Mount Mondurup Fire

The Department of Biodiversity, Conservation and Attractions – South Coast Region (DBCA South Coast): to conduct an internal review of operations.

5.2.2 Mount Success Fire

This was a level 3 incident. The Emergency Management Units were tested, with up to six bombers being active daily. DBCA South Coast: to conduct an internal review of operations.

DBCA South Coast acknowledged the assistance provided by Department of Fire and Emergency Services (DFES) and the Shires of Plantagenet and Gnowangerup, and their bush fire brigades, during the response and mop up phases of the above operations.

5.2.3 Katanning Fire

Over 4000ha burned including the townsite of Katanning. One house, one cottage, one stable and one shed lost; no injuries or loss of life. The Shire of Katanning to identify shire staff for preformed team for high level one incident/s, under Australasian Integrated Inter-service Management System (AIIMS).

5.3 LOCAL EMERGENCY MANAGEMENT ARRANGEMENTS (LEMA)

This document needs to be updated.

Action

LEMA to be updated by the end of August 2020: contribution from all members. No contributions received to-date.

5.4 FUNDING NOMINATIONS AND APPLICATION PROGRESS

Quotes have been obtained for two 200,000 litre water tanks for instalment at Karri Oaks and Woogenellup landing strips.

5.5 ISSUES TO BE RAISED AT DISTRICT EMERGENCY MANAGEMENT COMMITTEE (DEMC)

Nil items to be raised.

6 AGENCY REPORTS**6.1 SHIRE OF PLANTAGENET**

Permits to burn commenced 1 March 2020: all signs 'Prohibited Burning' have been replaced to read 'Permits Required'.

Reported this season were 22 Primary incidents and 39 secondary attendances by brigades. This is not a full picture as some brigades are not reporting their attendance to DFES Communications Centre (ComCen) - Reporting fires to ComCen will be the focus for next season.

Two landing strips at Karri-Oaks and Woogenellup are going through the process of approval by DPAW. Once endorsed a grant for the cost of two 200,000 litre water tanks will be applied for.

Training season has commenced: volunteers filling courses to capacity.

Mel Haymont, Bushfire Risk Planning Coordinator (BRPC) was unable to attend the meeting. Ms Haymont sent through an update for the committee.

The Shire of Plantagenet has been funded by the state government to develop a Bushfire Risk Management Plan using the Bushfire Risk Management program. .

The Bushfire Risk Management Planning Program (the Program) is a state-wide program led by the Department of Fire and Emergency Services (DFES) to support local governments to develop and implement an integrated bushfire risk management planning framework in Western Australia for their local area.

The Program:

- was initiated in 2013 to address recommendations made by *A Shared Responsibility: the Report of the Perth Hills Bushfire February 2011 Review* (the Keelty Report).
- supports agencies to fulfil their responsibilities under the State Hazard Plan for Fire (Westplan Fire) and State Emergency Management Policy 2.9

Management of Emergency Risks by developing a bushfire risk management plan for local government areas with significant bushfire risk.

- aims to reduce bushfire risks across local government areas by identifying assets at risk and assigning treatment options that are best suited to the local community and environment.
- was piloted in four local governments between February and July 2014 to prove the framework and tools; inform development of a software solution and confirm the ongoing support requirements for extension of the Program to additional local governments.
- has been progressively implemented by DFES across 16 priority local government areas since late 2015. Since August 2016, DFES has offered support to an additional 22 identified local governments: 59 local governments in total

The Bushfire Risk Planning Coordinator is currently contracted to the City of Albany and the Shire of Denmark as well as Plantagenet until June 30, 2022. The agreement of allocated days is listed on the table below

Year	Local Government	Days per Fortnight
2019/2020	Shire of Denmark	5
2019/2020	Shire of Plantagenet	1
2019/2020	Shire of Albany	4
2020/2021	Shire of Denmark	2
2020/2021	Shire of Plantagenet	3
2020/2021	Shire of Albany	5
2021/2022	Shire of Denmark	2
2021/2022	Shire of Plantagenet	4
2021/2022	Shire of Albany	4

Any questions should be referred to Mel Haymont on email: brpc@denmark.wa.gov.au or Mob: 0429 992 711.

Bushfire Resilience in the Great Southern (BRIGS)

The Shire is conducting a Bushfire Resilience in the Great Southern (BRIGS) project. Kendenup town site and Mount Barker Hill is the focus.

This project is delivered under the 2018-19 Natural Disaster Resilience Program (NDRP) and aims to build resilience in the Great Southern via an operational agreement between the neighbouring Shires of Plantagenet and Denmark and the City of Albany by applying Bushfire attack level contouring (BAL) methodology to high risk communities. Some of these communities have legacy risk not addressed by State planning Policy 3.7

The reports will show radiant heat impacts on the assets within the identified communities pre and post bushfire mitigation works. They also outline potential evacuation routes and places of potential refuge.

The draft report for Kendenup has been sent through to the LG for comment; this report is now being finalised by Biodiverse Solutions for the community consultation session on the 31 March 2020.

The consultation sessions will talk through the project findings and recommendations. It is hoped that this will aid the community in assessing personal bushfire risk and strategies to mitigate that risk.

6.2 WESTERN AUSTRALIAN POLICE FORCE

No activation for emergency management.

Mt Success Bushfire Complex within the Stirling Range National Park was attended by Police from Albany and Gnowangerup.

6.3 BUSHFIRE BRIGADES – CHIEF BUSH FIRE CONTROL OFFICER

No report submitted.

6.4 MOUNT BARKER VOLUNTEER FIRE & RESCUE SERVICE (MBVFRS)

32 Incidents to date were noted with an average of five volunteers per incident.

Mitchell Street Fire: Complications were the rail reserve and the BP fuel station on the corner of Mitchell Street and Lowood Road.

It was noted that it was difficult to close roads without signage and visibility was a problem with smoke over the road.

Coordination was initially difficult with local traffic not being controlled. New signage to close roads has been received from the Shire of Plantagenet.

The Shire advised that it had no workers on call to assist with road closures. Traffic management road closure signs have now been supplied to MBVFRS.

State Emergency Services can provide volunteers to assist with road closures.

WAPF attended the incident in an investigation capacity only for possible evidence of arson.

Katanning Fire: Eight volunteers were deployed to the level 3 Katanning fire for Rural Urban Interface (RUI) operations. Limited resourcing available but losses minimised. The town of Katanning were very lucky.

Exercise: MBVFRS has planned a multi-agency exercise for June, involving St John Ambulance, Western Australian Police Force, State Emergency Service and Bush Fire Brigades.

6.5 ST JOHN AMBULANCE

6.5.1 Community Paramedic

St John has been proactive in preparing volunteers and staff for the Covid-19 pandemic.

Mt Success Bushfire Complex within the Stirling Range National Park: SJA Mount Barker assisted other St Johns Ambulance officers from the Metro Division in the form of special paramedics and 4WD ambulances.

4WD ambulances are in short supply and are being monitored as requests continue to be received.

Training calendar for 2020 is underway, with Emergency Medical Assistant (EMA) (old level 1) and Emergency Medical Technician (EMT) (old level 2) courses commencing in March 2020.

6.5.2 Mount Barker Sub-Centre

Business as usual with volunteers registering for a Major Incident Medical Management and Support (MIMMS) training course.

Mount Barker St John Ambulance volunteers supported the Mt Success Bushfire Complex within the Stirling Range National Park: due to a lack of compatible radios, volunteers were not kept up to date and were missed on the communications (Comms) plan.

It was noted that DBCA takes all opportunities to update personnel and volunteers during an incident. Briefings on arrival are mandatory. Only fire fighter trained and correctly equipped personnel and volunteers are to attend the fire front, all other trained persons are to maintain a presence at the staging area until tasked.

6.5.3 Rocky Gully Sub-Centre

Business as usual, quiet since the start of the New Year.

6.6 DEPARTMENT OF FIRE & EMERGENCY SERVICES

6.6.1 Area Officer

No report submitted.

6.6.2 District Emergency Management Advisor

No report submitted.

6.7 PLANTAGENET/CRANBROOK HEALTH SERVICE

No report submitted.

6.8 DEPARTMENT OF PRIMARY INDUSTRIES AND REGIONAL DEVELOPMENT

No incidents locally. Around the state there are invasive ants, tomato and potato virus.

This has been a dry season. Watering issues for animal welfare are being combated with collaboration of the Water Corporation and Department of Water.

African Swine Fever Virus is in Indonesia. Potential for this infection to be brought in to Australia is high. The Shire of Plantagenet has a large number of piggeries.

This virus cannot be contracted by humans.

Animal biosecurity plans are in place for the African Swine Fever Virus. Information is disseminated on our website and internet. Link below on this and other animal pests and diseases.

<https://www.agriculture.gov.au/pests-diseases-weeds/animal/asf>

6.9 DEPARTMENT OF BIODIVERSITY CONSERVATIONS AND ATTRACTIONS

6.9.1 South Coastal District

The Department dealt with a number of fires over December and January. The main incident was Mt Success Bushfire Complex within the Stirling Range National Park with 37,000ha of the park burnt. It was noted that approximately 55% of Bluff Knoll is unburnt.

It was noted that the wildflower season is going to be promoted to encourage tourism back to the area, but timings may be affected around the blooming period.

Crews have been engaged to effect repairs, minimising the impact to the tourism.

The Department's Fire Fuel Mitigation Plan for 2019 – 2020 is progressing.

Prescriptions have been written and will be carried out providing conditions are met, including sufficient rain being received.

Porongurup Fire Mitigation Group will meet in two weeks to discuss prescription burns within this area.

6.9.2 Frankland District

Report supplied (Attachment Two).
Burn area map supplied (Attachment Three).

6.10 EDUCATION DEPARTMENT

6.10.1 Mount Barker Community College – Primary Evacuation Centre

No changes to the college program, business as usual.

6.10.2 Kendenup Primary School

No report submitted.

6.11 DEPARTMENT OF COMMUNITIES

No report submitted.

6.12 WATER CORPORATION

No report submitted.

6.13 MAIN ROADS WA

The Martagallup and Beverley Road intersection on the Albany Highway is complete. No other major works are planned in the Shire of Plantagenet for the 2019-2020 financial year.

Maintenance crews are working on Albany Highway for another three weeks completing minor repairs.

Main Roads assisted in the Mt Success Bushfire Complex within the Stirling Range National Park.

Notification early of an incident is required as crews need time to collect the necessary equipment to respond.

138 138 can be contacted 24/7 for Main Roads response team.

6.14 WESTERN POWER

Replacement of the transformer for Kendenup town will be completed by 8 March 2020.

Typical infrastructure maintenance on the network will be performed going forward into winter.

Western Power provided crews to assist with the Mt Success Bushfire Complex within the Stirling Range National Park: Replacement of power poles has been completed.

Western Power provided crews to assist with replacement of infrastructure destroyed at the Level 3 Katanning Fire; extra crews were needed from Albany, Bunbury and Perth. All power poles on the Great Southern Highway in the Shire of Katanning were replaced within three days.

Report any emergencies or outages to our 24/7 phone line 13 13 51

6.15 ARC INFRASTRUCTURE

No report submitted.

6.16 STATE EMERGENCY SERVICE

Mount Barker State Emergency Service supported the Mt Success Bushfire Complex within the Stirling Range National Park; conducting fuel and food drops, water bomber refilling, staging area tasking and crew transport.

Exercise: Members of the SES participated in a joint exercise in the Porongurup National Park: a simulated rescue of an injured climber at the base of Gibraltar Rock.

The Department of Biodiversity Conservations and Attractions and Western Australian Police Force provided briefings on the dangers in the area and the injured person respectively

6.17 PARDELUP PRISON

No report submitted.

6.18 OTHER

Nil

7 EXERCISE UPDATE**7.1 EXERCISE**

No exercise update. Refer to the Action Sheet.

7.2 POST EXERCISE REPORT

Nil

8 GENERAL BUSINESS**8.1 PRESENTATION**

‘Horizon for the Great Southern Emergency Management District’ – WAPF

Carried over to the next meeting. Refer to Action Sheet

8.2 NOVA CORONA VIRUS 19

The Health Department is the Hazard Management Agency. Other Departments and agencies would have a support role.

Precautions to stop/slow the spread;

- Wash your hands regularly,
- Wear a P2 mask and gloves
- Keep your distance from other people.

Further information can be found at the Federal and State Health websites.

9 DATE OF NEXT MEETING

The next meeting dates of the Local Emergency Management Committee are listed below, starting at 3.00 pm at the Shire of Plantagenet Committee Room, Lowood Road Mount Barker.

- Thursday 21 May 2020
- Thursday 13 August 2020
- Thursday 12 November 2020

10 CLOSURE

4:14pm The Chairman declared the meeting closed.

CONFIRMED: CHAIRMAN_____ **DATE:** __/__/____

ACTION SHEET

Local Emergency Management Committee Meeting

Item No	DATE	Subject	Action Officer	Action	Date Completed	Initial
8.1	5 March 2020	Presentation - Horizon for the Great Southern Emergency Management District	DJ	To be presented at the next meeting		
Outstanding from Previous Action Sheets						
5.3	5 December 2019	Local Emergency Management Arrangements (LEMA)	ALL	LEMA to be updated by the end of August 2020 Contribution from all members		
	5 March 2020	Update	ALL	No comments were received: carried over to the next ordinary meeting		
6.7	5 December 2019	West Australian Local Government Association (WALGA) has released for comment the Animals in Emergency template	ALL	All members to read and comment at the next meeting		
	5 March 2020	Update	KH	Comments through the DPIRD website		
	5 March 2020	Update	SP	An Animal Welfare Plan for the Shire is in progress		
	5 March 2020	Further Action	ALL	All members to read and comment (if applicable) at the next ordinary meeting		
7.1	5 December 2019	LEMC Exercise	MOD, DJ, MB	Meeting to be organised by the CESM; with the LEMC Chairman, Local Emergency Coordinator (LEC) OIC Police and the CESM to discuss an exercise for the next LEMC meeting on the 5 March 2020		
	5 March 2020	Update	MOD, DJ, MB	No meeting has taken place: carried over to the next ordinary meeting.		

Attachment List

1. Confirmation of contact details and key stake holders
2. Department of Biosecurity, Conservation and Attractions - Franklin District – Report
3. Department of Biosecurity, Conservation and Attractions - Franklin District – Map