



LOCAL EMERGENCY MANAGEMENT COMMITTEE

MINUTES

EMERGENCY MANAGEMENT ACT 2005
SECTION 38 (1)

Committee Brief

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

Meeting of the Local Emergency Management Committee to be held in
the Council Chambers, Lowood Road, Mount Barker WA 6324
1.00pm on Thursday 8 June 2023

Gary Clark
CHIEF EXECUTIVE OFFICER

Committee Members:

Cr L Handasyde, Cr S Etherington, Mr D Lynch, Mr M Barnes, Ms E French, Mr J Rutter, Sgt W Byram, Ms M Duxbury, Ms N Rouse, Ms J Hollingworth, Ms K Hill, Mr C Walsh, Mr N Handasyde, Mr Jamie Rutter, Ms K Beidatsch, Ms J Williamson, Mr A Smith, Mr A Fraser (No. 175/21)

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Chairperson **Cr Len Handasyde**

Deputy Chairperson **Sgt Wayne Byram – Western Australian Police Force (WAPF)**

Membership Quorum (9)

Cr Sue Etherington	Deputy Council Representative
Position Vacant	District Emergency Management Advisory
Ms Elizabeth French	Environmental Health Coordinator
Mr Andrew Fraser	Mount Barker Community College Evacuation Centre
Mr David Lynch	Executive Manager Works and Services
Ms Kelly Hill	Department of Primary Industry and Regional Development
Ms Jan Williamson	St John Ambulance – Mount Barker
Mr Chris Walsh	Red Cross
Mr Jason Rutter	Ranger
Ms Julie Hollingworth	Department of Health
Ms Kirsten Beidatsch	Mount Barker State Emergency Service
Mr Jamie Rutter	Mount Barker Volunteer Fire & Rescue Service
Ms Michele Duxbury	District Emergency Services Officer
Mr Mike Barnes	Community Emergency Services Manager
Ms Nikki Rouse	Department of Biodiversity Conservation & Attractions
Mr Norm Handasyde	Chief Bush Fire Control Officer

1 DECLARATION OF OPENING / ANNOUNCEMENT OF VISITORS

1.05pm The Presiding Member declared the meeting open.

2 RECORD OF ATTENDANCE / APOLOGIES / LEAVE OF ABSENCE (PREVIOUSLY APPROVED)Members Present

Cr Len Handasyde	Council Representative
Mr Darren Prior	Department of Fire and Emergency Services
Ms J Williamson	St John Ambulance – Mount Barker
Ms Kathleen Western	Mount Barker Fire and Rescue
Ms Kirsten Beidatsch	Mount Barker State Emergency Service
Ms Michele Duxbury	District Emergency Management Officer, Department of Communities
Ms Nikki Rouse	Department of Biodiversity Conservation & Attractions

Staff

Mr Jason Rutter	Ranger
Mr Mike Barnes	Community Emergency Services Manager
Ms Vic Holloway	Bushfire Risk Mitigation Coordinator

Apologies

Cr Sue Etherington	Council Representative
Sgt W Byram	Mount Barker Police
Mr David Lynch	Executive Manager Works and Services
Mr David Rae	Community Paramedic, St John Ambulance
Mr Jamie Rutter	Mount Barker Fire and Rescue
Ms Julie Hollingworth	Department of Health
Ms Kelly Hill	Department of Primary Industry and Regional Development
Mr Norm Handasyde	Chief Bush Fire Control Officer

3 CONFIRMATION OF MINUTES

Moved Mr Jason Rutter, Seconded Ms J Williamson;

That the Minutes of the meeting of the Local Emergency Management Committee, held 2 March 2023 as circulated, be taken as read and adopted as a correct record.

CARRIED

4 DISCLOSURE OF INTEREST

Part 5 Division 6 Local Government Act 1995

Nil

5 BUSINESS ARISING FROM PREVIOUS MEETING

Refer to Action List.

6 STANDARD AGENDA ITEMS

6.1 CONFIRMATION OF CONTACT DETAILS AND KEY STAKE HOLDERS

6.2 POST MAJOR INCIDENT REPORTS

6.3 LOCAL EMERGENCY MANAGEMENT ARRANGEMENTS (LEMA)

A full review of the LEMA arrangements has been undertaken and sent out to LEMC committee members for comment. Comments have been received and will be included in the LEMA.

6.4 FUNDING NOMINATIONS AND APPLICATION PROGRESS

Local Government Grant Scheme (LGGS) Funding for Operational expenditure has been received and Capital Grants we are still waiting on the outcome in July.

Operating Grant	\$210,000 Approved	BFB	Capital Requested	\$13,000
Operating Grant	\$15,000 Approved	SES	Capital Requested	\$9,000

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

Nothing to be raised.

7 AGENCY REPORTS

7.1 SHIRE OF PLANTAGENET

As the fire season ends with the start of May there is a sense of 'she will be right mate' when it comes to burning off ready for the winter, and the responsibility is not forthcoming when monitoring fires in your own back yard.

There have been 8 call outs (000) since 22 May for out of control burns or burns that have been left with no one monitoring.

I must commend the bush fire brigades for their quick and large turn out to have these fires under control most cases within 3 hours, with only one not being closed off for a couple of days

One was a suspicious fire in Kendenup which burnt an unconstructed road reserve which resulted in the loss of a parked private ute with no injuries.

A full review of the LEMA arrangements has been undertaken and sent out to LEMC committee members for comment. Comments have been received and will be included in the LEMA.

Training has begun in the earnest. Seven courses already delivered, and another 6 planned within the shire. Other courses are available in the other local government area.

Fourteen new members are now on board across the brigades and units.

Q would permits all year round be the solution?

A this would be something for the BFAC executive to discuss.

7.2 WA POLICE FORCE

No representative present.

7.3 BUSHFIRE BRIGADES – CHIEF BUSHFIRE CONTROL OFFICER

No representative present.

7.4 MOUNT BARKER VOLUNTEER FIRE AND RESCUE

Kathleen Western introduced herself as the new captain. BAU is good. More members are always welcome due to ageing of current members.

7.5 ST JOHN AMBULANCE

7.5.1 COMMUNITY PARAMEDIC

No representative present.

7.5.2 MOUNT BARKER SUB-CENTRE

A recent rise in COVID-19 has been noted. Crews are still turning up to Emergency call outs

One of the Mount Barker ambulances has been loaned out to Rocky Gully sub-centre, while theirs is repaired

More members would be good as to our aging membership as well.

7.5.3 ROCKY GULLY SUB-CENTRE

No representative present.

7.6 STATE EMERGENCY SERVICE

Insufficient members for management of most major incidents

Good resourcing.

Capacity to manage minor incidents i.e. minor storm damage, rescues

We have engaged the GS volunteer recruitment resource managed by DFES. This will be commencing soon.

We have made a video and ran community engagement events. We did recruit a volunteer using this strategy.

New rules about currency drills, equipment checks, and qualification requirements that may make it difficult for all team members to always be ready

Lots of time spent for volunteer recruitment.

Planning is under way for an exercise rescue from the ladder side of the skywalk, and one off the skywalk in the Porongurup in the Spring.

I would like to reach out to community members with disability and other access issues and organise evacuation and preparedness drills with them.

The region seems well equipped to handle most storm damage with the exception of flooding or extremely damaging winds

Community engagement activities

- Promotional video have been made.
- Participated in the Hike Safe project.
- Ran a funded recruitment campaign.
- Fund raiser and recruitment Quiz Night f

More communication with CaLD community, people with disability, Indigenous community members

Q would it be possible for the three services, Fire and rescue, St John Ambulance and State Emergency Service, to join forces when recruiting?

A Yes, this is something we will get together on, Kirsten will make contact with the other Brigades, Groups and Units (BGU)

7.7 DEPARTMENT OF FIRE & EMERGENCY SERVICES

7.7.1 DISTRICT OFFICER

High season fleet to be recalled.

Business as usual.

Search out in the Stirling Ranges currently in progress.

District Emergency Management Advisor (DEMA) – position advertised, possibly two applicants.

7.8 PLANTAGENET/CRANBROOK HEALTH SERVICE

Full capacity, no major issues.

New Clinical Nurse Manager commences 5 June – Sam Reid (replacing Bronwyn Wollaston)

New Business Manager commenced 29 May – Sarah Miller (replacing Kym Cawthray)

No new or emerging risks.

PCHS Emergency Department re-development build now complete. Opening date yet to be confirmed, likely to be mid-June 2023.

PCHS Emergency internal response training for all codes now scheduled and underway for 2023.

Business Continuity Plan scenario underway to be scheduled.

Communication exercise for Emergency Response Coordinators held in May, work underway to finalise location and set up of all emergency communication devices at PCHS.

Well prepared and this will improve with ongoing face to face and on-line training.

Opening of ED redevelopment – yet to finalise with WACHS Great Southern Executive.

7.9 DEPARTMENT OF PRIMARY INDUSTRIES AND REGIONAL DEVELOPMENT

From a DPIRD perspective, we have eight (8) declared level 1 and 2 incidents across WA (none in the Plantagenet Shire), all in relation to plant pests/diseases and aquatic pests/diseases. There are zero (0) animal pest/disease incidents.

DPIRD & other state jurisdictions continue to monitor international outbreaks (e.g. African Swine Fever, Foot & Mouth Disease, and Lumpy Skin Disease). There are currently no known incidences of these diseases in Australia.

DPIRD encourages all local governments to develop a plan for animal welfare in emergencies (PAWE), which forms part of the local emergency management arrangements (LEMA). For tools and assistance to develop a PAWE go to [Resources | Agriculture and Food](#)

7.10 DEPARTMENT OF BIODIVERSITY CONSERVATIONS AND ATTRACTIONS

7.10.1 ALBANY DISTRICT

No representative present.

7.10.2 FRANKLAND DISTRICT – REPORT

Fire Mitigation

Draft Annual Burn Options Plan now with DBCA Corporate Executive for approval. Draft plan is very similar to 2022/23 plan for the burns within Shire of Plantagenet, will distribute plan next meeting.

Fire Response

No fires on DBCA estate within the Shire of Plantagenet since last report.

Fire Resource Availability

Fire rosters finished in May, including seasonal firefighters.

Mt Frankland fire tower, water bombing aircraft and spotter aircraft all currently finished for 2022/23.

Principal Point of Contact is available on 0417 939 607 for any incidents on DBCA estate.

Fire Training

No fire training or exercises planned for next quarter.

Visitor Services and Management

Request other agencies please notify DBCA of any incident they attend on DBCA estate.

Other

Nikki Rouse back in the District Fire Coordinator (Frankland) role, after 12-month secondment outside of the district.

7.11 EDUCATION DEPARTMENT – EVACUATION CENTRE

No representative present.

7.12 DEPARTMENT OF COMMUNITIES

Date: April 2023 to June 2023 inclusive				
INCIDENTS				
Date	Type of Incident	Location of Incident	Other Agencies Involved	Comments/Outcomes
EXERCISES AND TRAINING Please see notes below.				
Date:	Title	Objectives	Comments/Outcomes	
24 MAY	Evacuation Centre Training		Mt Barker Primary Evacuation Centre	
11 JULY	Evacuation Centre Training		Dumbleyung Town Hall	

TC Ilsa

On 12 April 2023, Communities was activated as the support organisation providing emergency relief and support for Severe Tropical Cyclone Ilsa.

- Severe Tropical Cyclone Ilsa crossed the coast as a Category 5 system, around midnight on Thursday 13 April 2023, with an estimated intensity of 213 kmph.
- On Thursday 13 April, Communities opened four evacuation centres, which were closed on the 14 April 2023.
- In total, Communities accommodated 68 people in evacuation centres, and supported 10 people to return to country.
- Communities will continue to respond to requests for assistance as required. This will be managed through Communities staff on the ground and the Disaster Response Hotline.

Kimberley Floods

The Department of Communities (Communities) is providing emergency welfare services to residents impacted by the Kimberley Floods from January 2023. As of 26 April 2023:

- 17 people are in Communities' supported in commercial accommodation in Broome and Derby.
- 88 people are in Phase 1 Temporary Accommodation utilising Human huts in Fitzroy Crossing and Bungardi community, and in the Derby Hostel.
- Since the Disaster Response Hotline (DRH) opened on the 11 January 2023 until COB 24 April 2023, Communities has responded to a total of 1,792 calls.
- Communities has assisted 171 residents to apply for the Premier's Grant via the DRH and hubs in Broome, Derby and Fitzroy Crossing.

- Review of the State Support Plan – Consultation feedback for the State Support Plan – Emergency Welfare has closed. Communities is currently reviewing feedback.
- Capability Audit – Communities has procured Nous Group to conduct an audit of Western Australia’s emergency relief and support capability.
- Local Emergency Management Plans (LEMP’s) are always being reviewed, if you see any information that is not current, please advise michele.duxbury@communities.wa.gov.au
- Training: Please advise if you would like training conducted for local government staff, this can be an introduction to opening an evacuation centre, to cover the first couple of hours as Communities staff are on route. Happy to work with Shires to ensure little impacts to normal operations. Please e-mail michele.duxbury@communities.wa.gov.au to request training. Happy to discuss at any time.

Link to the Person-Centred Emergency Preparedness –

[Person-Centred Emergency Preparedness | Collaborating 4 Inclusion](#)

7.13 RED CROSS

No representative present.

7.14 OTHERS

8 EXERCISE INFORMATION

8.1 EXERCISE

In progress with the assistance of WAPF.

A separate date will be set for the exercise to keep it apart from the LEMC meetings. The exercise is complete. The Hazard Management Agency (HMA) will be multiple organisations being involved. It will be determined on the day depending on the threat/incident.

8.2 POST EXERCISE REPORT

9 GENERAL BUSINESS

9.1 AWARENESS OF VULNERABLE RESIDENTS

The LEMA has a list of vulnerable residents. DOC link will be sent through a link for a product to help manage this.

Discussion took place around this and it was mentioned that preparedness is so important. The potential is very high risk with the ever-changing landscape and the environmental aspect. This affects of areas of society and will assist recovery to go faster.

10 NEXT MEETING

Suggested meeting dates 1.00pm, Thursday

- 7 September 2023
- 7 December 2023
- 7 March 2024
- 6 June 2024

11 CLOSURE OF MEETING

1.47pm The Presiding Member declared the meeting closed.