



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.

Special Meeting of the Local Emergency Management Committee
held at the Shire of Plantagenet Committee Room and via Microsoft
Teams at 3.00pm Thursday 13 August 2020

**Paul Sheedy
CHIEF EXECUTIVE OFFICER**

Committee Members

Cr M O'Dea (Chairman), Sgt D Johnson (Deputy), Cr Chris Pavlovich (Deputy Shire Representative), Mr M Barnes (Executive Officer), Mr A Smith, Ms A Tucker, 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 & 107/20)

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1 DECLARATION OF OPENING / ANNOUNCEMENT OF VISITORS

3.01pm the Presiding Member declared the meeting open.

Welcome to the new member for Red Cross Franceine Gregory

Welcome Mr Mark Tester from Pardelup Prison Farm in the absence of Supt Jodi Millar

2 RECORD OF ATTENDANCE / APOLOGIES

Members Present

Cr Marie O'Dea (MOD)	Council Representative (Presiding Member)
Mr David Lynch (DL)	Executive Manager Works and Services
Ms Elsa Drage (ED)	St John Ambulance – Mount Barker
Ms Kirsten Beidatsch (KB)	Mount Barker State Emergency Service
Ms Kelly Hill (KH)	Department of Primary Industry and Regional Development
Mr Mike Barnes (MB)	Community Emergency Services Manager
Mr Neville Blackburn (NB)	District Emergency Services Officer
Ms Nikki Rouse (NR)	Department of Biodiversity Conservation & Attractions
Mr Norm Handasyde (NH)	Chief Bush Fire Control Officer
Ms Franceine Gregory (FG)	Red Cross

Optional Attendees

Mr Brad Lenton (BL)	Main Roads Western Australian
Mr David Rae (DR)	St John Ambulance Paramedic
Mr Mark Tester (MT)	Pardelup Prison Farm
Mr Peter Gray (PG)	Department of Water
Mr Vince Hilder (VH)	Department of Biodiversity Conservation & Attractions – Albany District
Mr Wes Bailye (WB)	Department of Fire and Emergency Services

Visitors

Apologies

Mr Adam Smith (AS)	Department of Fire and Emergency Services
Ms Adeline Marché (AM)	Department of Health
Ms Alida Parke (AP)	St John Ambulance – Rocky Gully
Ms Alex Tucker (AT)	Environmental Health Officer
Mr Andrew Fraser (AF)	Mount Barker Community College
Cr Chris Pavlovich (CP)	Deputy Council Representative
Mr Craig Andrew (CA)	Arc Infrastructure
Sgt David Johnson (DJ)	Western Australian Police Force (Deputy Presiding Member)
Mr David Patterson (DP)	Pardelup Prison Farm
Mr Gary Tempny (GT)	Mount Barker Coop
Ms Heather Fergie (HF)	Kendenup Primary School
Mr Kurt Weinert (KW)	Field Supervisor Western Power
Mr Jason Stasev (JS)	Mount Barker Volunteer Fire & Rescue Service
Supt. Jodi Miller (JM)	Pardelup Prison Farm
Ms Julie Hollingworth (JH)	Department of Health

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Ms Kylie Spencer (KS)	Department of Health Mount Barker and Denmark COVID-19 Coordinator
Mr Paul Sheedy (PS)	Chief Executive Officer: Shire
Mr Rhys Skipper (RS)	Main Roads Western Australian
Mr Jono Wesley (JW)	Community Resource Centre (CRC)
Mr Steve Farmer (SF)	Pardelup Prison Farm
Mr Steve Player (SP)	Senior Ranger: Shire

3 CONFIRMATION OF MINUTES

Moved Mr Neville Blackburn, Seconded Mr David Lynch;

That the Minutes of the Special Business Meeting of the Local Emergency Management Committee held on 9 July 2020, as circulated, be taken as read and adopted as a correct record.

CARRIED

4 BUSINESS ARISING FROM PREVIOUS MEETINGS

Refer to action sheet

5 STANDING ITEMS

5.1 CONFIRMATION OF CONTACT DETAILS AND KEY STAKE HOLDERS.

(As per attached contact list)

5.2 POST MAJOR INCIDENT REPORTS

Nil

5.3 LOCAL EMERGENCY MANAGEMENT ARRANGEMENTS (LEMA)

Amendments/Updates

Nil

5.4 FUNDING NOMINATIONS AND APPLICATION PROGRESS

Animal Welfare in Emergencies Grant for Local Governments (Attachment Two)

Shire

Applying for animal troughs at Frost Park, and

A permanent stand pipe for stock water at Frost Park

This area, in emergencies, would only be for pets, as they are not permitted in welfare shelters.

The Park can house approximately 200 Horses.

Department of Fire and Emergency Services (DFES) have granted the Shire \$55,000 to reduce fuel loads on the Unallocated Crown Land (UCL) and Unmanaged Reserves (UMR) within the gazetted town sites of Mount Barker, Kendenup, Narrikup and Rocky Gully.

Through the Local Governments Grant Scheme (LGGS) we have received nineteen Automatic External Defibrillators (AED's), to be placed on each bush fire appliance and the State Emergency Service storm Truck.

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

Nil

6 AGENCY REPORTS

6.1 SHIRE OF PLANTAGENET

The Bushfire Resilience In Great Southern (B.R.I.G.S.) project will be holding two community consultation meetings;

One in Kendenup, on Tuesday 4 August. This will encompass the gazetted town site of Kendenup.

One at the Community Resource Centre (CRC) 6 August. This will encompass the Mount Barker Hill subdivision.

The final report will be due at the end of April 2021

Burn Smart meetings are being organised with the assistance from DFES Area Officer Wes Bailye

6.2 WA POLICE FORCE

Apology

6.3 BUSHFIRE BRIGADES – CHIEF BUSH FIRE CONTROL OFFICER

The burn smart program is a great initiative. Burn smart information leaflets will be in all of the bush fire appliances for the brigades to be able to talk to the community about burning safely.

6.4 MOUNT BARKER VOLUNTEER FIRE & RESCUE

Apology

6.5 ST JOHN AMBULANCE

6.5.1 Community Paramedic

There has been a contingent of Western Australian paramedics arrive in Victoria to assist with their second wave of the COVID 19 virus. (the virus)

Plans have been updated in preparation for a second wave of the virus here in Western Australia.

Personal Protective Equipment is in good supply approximately three months' worth.

6.5.2 Mount Barker Sub-Centre

First aid training has recommenced at the Mount Barker Sub centre. An increase of equipment means there is no need for students to share and limits the contact of individuals.

Ambulance calls have been down for the months of April, May and June. This is in line with the number of calls for the metro. Eighty percent of the calls received have resulted in the patient being transported to the Albany Regional Hospital due to a low number of doctors currently at the Mount Barker hospital.

6.5.3 Rocky Gully Sub-Centre

A concept plan is underway to extend the training facility with expressions of interest for a builder being sought.

6.6 STATE EMERGENCY SERVICE

Three call outs due to the last storm event, including delivery of sand bags to the Albany unit from the state equipment cache.

The Truck is currently experiencing difficulties and keeps going into limp mode. It is with the mechanic in Albany being looked at.

DFES are looking into acquiring a second vehicle for use with the storm cache equipment.

Improvements to the Unit training building will be starting with a ramp and easy access door.

Forensic search training has been completed with the joint efforts of Western Australian Police Force in Mount Barker, the University of Western Australia in Albany, images from the Durham University in the UK and one of our qualified members.

6.7 DEPARTMENT OF FIRE & EMERGENCY SERVICES

6.7.1 Area Officer

A number of Burn Smart meetings are being organised, these will show case what equipment can be used to burn smartly including the equipment that people already have

Heavy focus on existing and new Fire Ready Groups and encouragement for new facilitators

COVID 19 second wave plans are in place; these will remain fluid as things change rapidly.

Good supply of Personal Protective Equipment (PPE).

6.7.2 District Emergency Management Advisor

(Attachment Three and Five)

Apology

6.8 PLANTAGENET/CRANBROOK HEALTH SERVICE

Apology

6.9 DEPARTMENT OF PRIMARY INDUSTRIES AND REGIONAL DEVELOPMENT

6.9.1 2020 DPIRD Local PAWE Guide and Template (Attachment One)

The animal welfare plan needs to be a sub-plan of the Local Emergency Management Arrangements (LEMA), and to consider Biosecurity of animals being brought together.

Question

What if the emergency is biosecurity based?

Answer

All of the biosecurity plans are in place with high emphasis on the amount of animal produce that comes from this area.

Currently five incidents within the state; three are in Perth, one in the Kimberly and on state wide with ants.

Victoria is experiencing chicken influenza this is being closely monitored as there is a risk to the Western Australian producers.

6.10 RANGER SERVICES

Apology

6.11 DEPARTMENT OF BIODIVERSITY CONSERVATIONS AND ATTRACTIONS

6.11.1 Albany District

DBCA would like to see collaboration with the other shires around the timings of the LEMC meetings. i.e. having these meetings at a similar period but at different times with time to travel will increase the attendance of the majority of persons who need to attend more than one LEMC meeting each quarter.

There has been extensive recovery with the Stirlings National Park after the fires with still more to do.

The new walk trail has proven to be successful and well used.

New funding arrangements will lead to new upgrades within the Porongurup National Park, specifically the cark parks and base areas.

Burning programme with include the Unallocated Crown Land (UCL) around the Porongurup National Park.

Funding through the Mitigation Activity Fund (MAF) has been received for the up keep of the reserves.

6.11.2 Frankland District

Planning for the spring burning programme is underway;

Five burns are planned within the Shire of Plantagenet; one in Pardelup and one on the border of Manjimup and the rest.in Denbarker (see attachment nine and ten).

6.12 EDUCATION DEPARTMENT

6.12.1 Mount Barker Community College – Primary Evacuation Centre

Apology

6.12.2 Kendenup Primary School

Apology

6.13 DEPARTMENT OF COMMUNITIES

Planning for the coming fire season is under way. This includes managing welfare centres with and without the COVID 19 restrictions.

Lower numbers will be relatively easy to manage but if larger numbers are in need of assistance then the challenge will be where to place them all.

The plans contain 'What If' scenarios to hopefully cover all eventualities.

PPE is limited at the moment with increasing supplies coming weekly.

6.14 RED CROSS

There are currently four members in the Mount Barker group, with two new members hopefully coming on board shortly.

Training will be an issue as the Perth based training this has been suspended for the time being.

6.15 WATER CORPORATION

Bush fire protections zones for our assets are being planned and will be carried out shortly.

Water carting is still on going to several regions within the Great Southern.

The water pipeline to Denmark from Albany is progressing well.

Good supply of PPE and plans in place for a second wave of the COVID 19 virus.

6.16 MAIN ROADS WESTERN AUSTRALIA

The recent storm events have led to isolated flooding of roads around the area.

Construction planning is underway

Funding has been received for shoulder strengthening and the Road Safety Program 'RoadWise.'

The bushfire asset protection preparation is well ahead of schedule.

There will be a road closure on Southwest Coastal Highway due to upgrades. Construction will commence in January 2021.

Combined Bulk Handlers (CBH) are been consulted with some issues to work through together.

Road traffic management plans will be in place with a 25km detour around the road works.

6.17 WESTERN POWER

Apology

6.18 ARC INFRASTRUCTURE

Apology

6.19 PARDELUP PRISON

Emergency Management Plans are the process of being updated.

Section 95 prisoners are still working around the town but in more isolation to keep the spread of COVID 19 out of the prison system.

6.20 MOUNT BARKER CO-OPERATIVE

Apology

6.21 OTHERS

7 EXERCISE UPDATE

7.1 EXERCISE

Tuesday 8 September 2020 bush fire exercise jointly with DFES. The Incident Management Team (IMT) will be based at the Frost Park buildings. This will include Shire staff and bush fire volunteers

7.2 POST EXERCISE REPORT

Nil

8 GENERAL BUSINESS

8.1 Local Government Review Panel Final Report (Attachment Four)

For your information

8.2 WA COVID 19 Case Snapshot (Attachment Six)

For your information

**LOCAL EMERGENCY MANAGEMENT COMMITTEE SPECIAL BUSINESS MEETING
MINUTES 13 AUGUST 2020**

ACTION LIST

**Local Emergency Management Committee Meeting
13 August 2020**

Item No	Date	Subject	Action Officer	Action	Date Completed	Initial
5.1	9 July 2020	Local Communities Coordination (LCC)	Mr Neville Blackburn	Provide statistics/breakdown on the number of calls received for the Shire of Plantagenet	13 August 2020	MB
Outstanding from Previous Action Sheets						
6.1	21 May 2020	Strategic water tanks to be fitted with a 65mm (2.5") female camlock fitting	MB	Fit all strategic water tanks with a 65mm (2.5") female camlock fitting		
				In Progress, carry over		
6.9.1	21 May 2020	Animal Welfare Plan	SP	Draft copy ready for comment by the next meeting		
				Draft not ready still in Progress		
				Draft next meeting		
4.1	5 December 2020	Local Emergency Management Arrangements (LEMA)	All	LEMA to be updated. Contribution from all members.		
	5 March 2020			Moved to 21 May 2020		
	21 May 2020			Moved to 13 August 2020 – Last chance for input prior to draft.		
	13 August 2020			Proceed to draft LEMA		

ATTACHMENTS

Attachment One

2020 DPIRD Local PAWE Guide and Template

Attachment Two

Grants for Animal Welfare in Emergencies

Attachment Three

Great Southern DEMC July 2020 Communique`

Attachment Four

Local-government-review-panel-final-report

Attachment Five

MARKYT Community Resilience Scorecard - Final Report – 200729

Attachment Six

WA COVID 19 Case Snapshot 6 Aug 2020

Attachment Seven

Local Emergency Management Forum August 2020

Attachment Eight

Kojaneerup Passing Lanes – Detour Map

Attachment Nine

Franklin District Burn Program Map 1

Attachment Ten

Franklin District Burn Program Map 2

**LOCAL EMERGENCY MANAGEMENT COMMITTEE SPECIAL BUSINESS MEETING
MINUTES 13 AUGUST 2020**

COVID 19 LEMC Contact List

MEMBER	ORGANISATION	NAME	PHONE	EMAIL
<i>SOP</i>	Council Representative	Cr Marie O'Dea	0407 795 813	fdbookclub@gmail.com
<i>WAPF</i>	Western Australian Police Force	SGT David Johnson	0429 838 501	david.johnson@police.wa.gov.au
<i>SOP</i>	Deputy Council Representative	Cr Chris Pavlovich	0448 914 251	shire_pres@plantagenet.wa.gov.au
<i>CESM</i>	Community Emergency Services Manager	Mr Mike Barnes	0447 091 159	cesm@sop.wa.gov.au
<i>DFES</i>	Department of Fire and Emergency Services	Mr Adam Smith	0429 104 007	adam.smith@dfes.wa.gov.au
<i>EHO</i>	Environmental Health Officer	Ms Alex Tucker	0448 182 245	env@sop.wa.gov.au
<i>EMWS</i>	Executive Manager Works and Services	Mr David Lynch	0417 181 532	mws@sop.wa.gov.au
<i>SJA-MB</i>	St John Ambulance – Mount Barker	Ms Elsa Drage	0427 512 103	elsa.drage@yahoo.com.au
<i>MB-VFRS</i>	Mount Barker Volunteer Fire & Rescue Service	Mr Jason Stasev	0439 936 143	jstasev@inet.net.au
<i>DoH</i>	Department of Health	Ms Julie Hollingworth	0428 481 201	julie.hollingworth@health.wa.gov.au
<i>MB-SES</i>	Mount Barker State Emergency Service	Ms Kirsten Beidatsch	0417 904 059	mtbarker.ses@gmail.com
<i>DPIRD</i>	Department of Primary Industry and Regional Development	Ms Kelly Hill	0417 837 983	kelly.hill@dpird.wa.gov.au
<i>DoC</i>	District Emergency Services Officer	Mr Neville Blackburn	0438 934 827	neville.blackburn@communities.wa.gov.au
<i>DBCA-FD</i>	Department of Biodiversity Conservation & Attractions – Franklin District	Ms Nikki Rouse	0417 173 633	nikki.rouse@dbca.wa.gov.au
<i>CBFCO</i>	Chief Bush Fire Control Officer	Mr Norm Handasyde	0417 945 773	norm@amuricreekfruit.com.au
<i>Ranger</i>	Senior Ranger: Shire	Mr Steve Player	0419 042 237	ranger@sop.wa.gov.au
<i>RC</i>	Red Cross	Ms Franceine Gregory		franceine_with_an_e@hotmail.com

**LOCAL EMERGENCY MANAGEMENT COMMITTEE SPECIAL BUSINESS MEETING
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OPTIONAL	ORGANISATION	NAME	PHONE	EMAIL
ARC	Arc Infrastructure	Mr Craig Andrew	0427 478 833	craig.andrew@arcinfra.com
CEO	Chief Executive Officer - Shire	Mr Paul Sheedy	0429 111 748	ceo@sop.wa.gov.au
CRC	Community Resource Centre	Mr Jono Wesley	?	barker.baptist@gmail.com
DBCA -AD	Department of Biodiversity Conservation & Attractions – Albany District	Mr Vince Hilder	0429 200 858	vince.hilder@dbca.wa.gov.au
DoE - KPS	Department of Education - Kendenup Primary School	Ms Heather Fergie	?	heather.fergie@education.wa.edu.au
DoE - MBCC	Department of Education – Mount Barker Community College	Mr Andrew Fraser	0439 431 683	andrew.fraser@education.wa.edu.au
DFES	Department of Fire and Emergency Services	Mr Wes Bailye	0427 002 714	wes.bailye@dfes.wa.gov.au
DoH	Department of Health	Ms Adeline Marché	08 9892 1261	adeline.marche@health.wa.gov.au
DoH	Department of Health – COVID-19	Ms Kylie Spencer		kylie.spencer@health.wa.gov.au
DoJ	Department of Justice – Pardelup Prison	Supt Jodi Miller	0447 114 572	jodi.miller@justice.wa.gov.au
DoJ	Department of Justice – Pardelup Prison	Mr Steve Farmer	(08) 9851-3705	stephen.farmer@justice.wa.gov.au
DoW	Department of Water	Mr Peter Gray	0438 998 601	peter.gray@watercorporation.com.au
MRWA	Main Roads Western Australian	Mr Brad Lenton	0417 910 662	brad.lenton@mainroads.wa.gov.au
MRWA	Main Roads Western Australian	Mr Rhys Skipper	(08) 9892-0517	rhys.skipper@mainroads.wa.gov.au
MBCO-OP	Mount Barker Coop	Mr Gary Tempany	0428 454 440	ceo@mtbarkercoop.com.au
SJA - RG	St John Ambulance – Rocky Gully	Ms Alida Parke	0438 482 760	rockygully.chair@stjohnwa.com.au
SJA - CP	St John Community Paramedic	Mr David Rae	0418 317 231	david.Rae@stjohnambulance.com.au
WP - FS	Western Power - Field Supervisor	Mr Kurt Weinert	0427 775 017	kurt.weinert@westernpower.com.au
VISITOR				
DoJ	Department of Justice – Pardelup Prison	Mr Mark Tester		mark.teste@justice.wa.gov.au

✓ = Present

AA = Apology