



**LOCAL EMERGENCY MANAGEMENT
COMMITTEE MINUTES**

27 AUGUST 2020 – 9.00AM
Function Room, City of Kalamunda Administration Building
2 Railway Road, Kalamunda

1. OPENING OF MEETING

Mayor Margaret Thomas at 9.00am

2. ATTENDANCE AND APOLOGIES

Attending Members:

Cr Margaret Thomas – City of Kalamunda – Mayor	MT
Peter Varelis – City of Kalamunda – Director Development Services	PV
James Wickens – City of Kalamunda – Manager Env Health & Comm Safety	JW
Tim Parry – City of Kalamunda – Coordinator Community Safety	TP
Emma Morgan – City of Kalamunda – CRO Community Safety (Secretary)	EM
Angie House – City of Kalamunda – CRO Community Safety	AH
Duncan Wilson – City of Kalamunda – Principle Building Surveyor	DW
Mike Ward – KAL/DFES – CESM Fire Chief	MW
David Stewart – KVFBF – Captain	DS
Tony Moiler – KVFRS – Captain	TM
Roy Newland – WA Police – OIC Forrestfield	RN
Ryan Hamblion – Department of Communities – Senior District ESO	RH
Merveen Cross – DFES – DEMA	MC
Helen Deacon – Kalamunda SHS – Principal	HD
Kerry Chipchase – Lesmurdie SHS – Principal	KC
Claire Silveira – Red Cross	CS
Murray Allum – St John Ambulance	MA
Warwick Martindale – SES – Local Manager	WM
Daymon Joseph – Hall & Prior Health & Aged Care Group – Exec Director	DJ
Hayley Crespi – Hall & Prior Health & Aged Care Group – Exec Mgr (Karingal Green)	HC
Paul Southam – DFES – District Officer	PS

APOLOGIES

Rhonda Hardy – City of Kalamunda – CEO	RH
Brett Jackson – City of Kalamunda – Director Asset Services	BJ
Jamie Hunter – City of Kalamunda – Senior Fire and Emergency Mngt Officer	JH
Michelle Grgich – City of Kalamunda – Recreational Facilities Supervisor	MG
David Carroll – KVFBF – D/Chief Bush Fire Control Officer	DC
Michael Casotti – DBCA – Fire Coordinator	MC
Karen Edmeades – Red Cross – State Coordinator Emergency Services	KE



3. CONFIRMATION OF MINUTES

Minutes – 27 February 2020

Moved: MW Seconded: TM

All in favour

4. MATTERS ARISING FROM PREVIOUS MINUTES

- 4.1 Draft LEMA will be tabled at the next DEMC Meeting.
- 4.2 Mike Casotti – amended surname in the current LEMA.
- 4.3 Road Crash Pickering Brook – Resolved at the last LEMC and MW advised the Police, City and Works attended and were involved, traffic management came into play.
- 4.4 Kalamunda Hospital – TP Advised this was actioned.

5. CORRESPONDENCE IN/OUT

Red Cross – C-19 Training
 Silveira Claire - Supporting Communities During COVID training
 DBCA - Amendments to the Conservation and Land Management Act 1984
 State Emergency Coordinator and Commissioner of Police - Closure and Restriction Direction.
 Department of communities - COVID-19
 Hon Francis Logan BA (Hons) MLA
 Minister for Emergency Services; Corrective Services – Agency update
 St John – correspondence Agency COVID-19 report
 Kalamunda State Emergency Service – correspondence Agency COVID-19 report

Additional Correspondence to be circulated with these Minutes -

Claire Silveira – Red Cross:
 Red Cross Guidance Notes for Pandemic Recovery Planning
 PHP LEMC Update August 2020
 Red Cross General LEMC Report

Merveen Cross – DFES:
 DFES DA Report – August 2020



6. GENERAL BUSINESS

6.1 JW – Presentation COVID-19 PPT

- 6.1.1 Spoke about the Relief Funds COK offered MT
- 6.1.2 Lots of research is being undertaken to fill in gaps in social welfare space, there has been a lack of awareness as to what services there are and the mechanisms to access them. The percent of families impacted by COVID in Kalamunda shire appears to be doing well. WA is doing better than a lot of areas. Research is being conducted on the impacts. NO
- 6.1.3 **ACTION – Resilience Kalamunda and State Results Document – will send those through to give an indication.** PV

6.2 Presentation overview of the 2020/21 Fire Preparedness plan PPT TP

- 6.2.1 Asked how much the current infringement is for Fire related non-compliance. DW
- 6.2.2 Answered \$250. TP
- 6.2.3 How many properties are assessed? PV
- 6.2.4 Answered 5000 properties approximately last year, with the new app this year we may get more assessments done, depends on the interruptions i.e. TFB days. TP
- 6.2.5 With the limited resources that can-do hazard reductions how do you assess whether Residents have done what is required or not? TM
- 6.2.6 With Variations, residents need to have a plan and reasons why they cannot put firebreaks in, or suggest how they can meet requirements of the FHRN in another way. We hope the message gets out for the upcoming season. TP is seeing a work being undertaken, a lot of people starting to put firebreaks in and slashing being done. This is a good sign this early in the season. TP

6.3 Perth Hills Preparedness Project (Red Cross) Project Update

- 6.3.1 CS gave a short overview of the project being run with the City of Kalamunda, Mundaring and Swan which was slightly delayed by COVID. There is a Project Officer in place located in the three areas, she has been trained and will be in the area to conduct baseline surveys of residents to assess resident's awareness of emergency preparedness, all types of emergencies, bushfires, storms, floods, pandemic. Residents are being called, surveyed, social media over the next couple of weeks, volunteers will be recruited, CS



school programs will be run, community service workshops (aged care, disability etc.). These will be run after profiling communities and assessing how to help them get prepared with a recovery focus.

7. AGENCY UPDATE – IMPACTS COVID-19 HAS HAD ON YOUR AGENCY

7.1 Kalamunda Bush Fire Brigade

7.1.1 Bushfire Brigade Isolation of trucks hopefully no second wave, plans in place but it does have a big impact. DS

7.2 SES

7.2.1 Impact was similar in transporting personnel to incidents, managing physical Separation, a lot of what we do that is impossible, water control at lakes, members willing to put forward and do that presents challenges keeping ppl separated, luckily impact minimal. WM

7.3 CITY OF KALAMUNDA – CESM MW

7.3.1 As WM suggested and would like to comment on volunteers who were very professional, they took requirements on board. Usually a very sociable group, the main team was separated in half but adapted very quickly. Training was even kept up online so they overcame a lot of challenges. The second part bushfire safety plan – MW would like to suggest at the next meeting the Bushfire Ready Group do a presentation.

ACTION – Requesting Bushfire Ready Group Presentation – next meeting MW

7.4 DFES

7.4.1 The focus was to maintain front line services. The response team drove internal operating procedures, mitigated issues with crews. They have returned to some training prior to fire season. If there is a second wave, will maintain chain of command the focus now is what could happen moving into fire season coming out of the worst fire season ever seen and COVID impacted some of the jump ahead on this season. PS

7.5 DFES – DEMA

7.5.1 A lot of work has been done tweaking the Emergency Management Act 2005 act to assist Government to have powers through COVID. There has been a new hazard added, Hostile Act, which means there are now 28 hazards. The MC



State Emergency Management Committee (SEMC) policy plan has been amended to whole government approach to assist recovery. The Chair of SEMC wanted to thank local governments for their valued role during COVID. A couple of exercises have come up again - a new framework to work within to support local government schedule (3 years). The State Recovery Controller, Sharon O'Neill, and Local Government Minister David Templeman MLA congratulated local government on their support of their local communities. There are a few grants available, one through WALGA and Department of Primary Industry and another through Lotterywest - will provide a report.

ACTION – MC to provide a report on available Grants to be circulated with the minutes. MC

7.6 DEPARTMENT OF COMMUNITIES

7.6.1 RH spoke with TP who said there are 15 employees who need to be trained on evacuation centre procedures so training course will be conducted at Ray Owen. Local Government welfare plans will be done by November – this will be sent to all key holders. COVID means DOC will still open evacuation centres in local government areas but will question people on fevers, illness, whether they are supposed to be in quarantine, work FIFO for example and will ask people to socially distance. Masks will not be mandatory but if people are identified as a risk they will be sent to a hotel or appropriate accommodation overnight. RH

7.7 HALL AND PRIOR HEALTH AND AGED CARE GROUP

7.7.1 In the Aged Care sector access to PPE has been a challenge and the old buildings are built in circle, so it is challenging to socially distance residents. A refurbishment program to isolate particular areas may be undertaken. Staffing has also been the biggest issue a survey revealed that 30% of Care staff work for other aged care providers. This had to be shut down to limit risk of community transmission which lead to financial impacts for workers. Cross contamination is a big issue, but these workers still need to pay bills and are at the lowest ends of pay scales. We sent staff to support aged care facilities in Victoria, which is commendable, they are very brave people. We are in consultation with other aged care providers in NSW who have given great tips. We are still planning for second outbreak, the problem is running out of staff quickly and PPE. DJ



7.8 KALAMUNDA VOLUNTEER FIRE RESCUE SERVICE

7.8.1 We adapted fairly quickly, we split into two squads. It was challenging having the appropriate mix of staff to be able to respond to road rescues etc. In some ways, working from home made people more available. We respond to 160 calls a year. TM

7.9 CITY OF KALAMUNDA – BUILDING

7.9.1 In April, the biggest issue was inspections and the need to meet safety Protocols. COVID restrictions meant 2 households were in isolation from coming back from overseas and this was worked around. DW
 As for people suffering financially from a lack of work, you would not think so, with the amount of building applications which increased 50% in one month June to July. It appears either people are spending holiday money or taking Advantage of the government work stimulus and buying new patios or whatever.

7.10 CITY OF KALAMUNDA – MANAGER CUSTOMER AND PUBLIC RELATIONS

7.10.1 Everyone has already heard what the City did to assist residents. NO
 The Crisis and Recovery Management Teams met every day for months, so congratulations and thanks to all. We heavily focused on community engagement and responding to the State Government directions. In the first week we were met with resistance but by the second week people were more willing to cancel bookings and more understanding which was good. Community welfare rang about 980 vulnerable residents in March and May and assisted with who to assist with food, health and wellbeing needs. It was a really was a busy time. It was a good thing for Local Government being prepared and assisting the community. We remain concerned about a second wave and the mental health impact this could have, just looking at east coast who have had a lot of issues and we need to keep our community healthy.

7.11 ST JOHN AMBULANCE

7.11.1 Established teams to manage constant changing environment. Acknowledged the need to separate staff that were not involved in clinical work. The admin structure retreated to home-based arrangements with small pockets going to work, clinicians still going to work, with associated anxiety around personal safety. There was a real impact on the organisation and staff anxiety which also includes family of staff who lives changed from relatively relaxed to a rigid, disciplinary focus on cross contamination. Seen dramatic decrease in meth use which is fantastic as this enhanced safety to clinicians. But with a decrease in meth use there was an increase in heroin use. MA



7.12 CITY OF KALAMUNDA – COMMUNITY SAFETY FIRE AND EM

7.12.1 GH Started in April in the middle of pandemic, some time in office sometimes out, split staff gave us time to plan for next fire season. GH

7.13 WA POLICE

7.13.1 It has been business as usual all our staff still do what is needed, that hasn't changed to any great extent. Police staff working at home are using Microsoft Teams as platform for meetings which has been great. An increase in body cams and iPhones for 6000 Police staff has made it easier, giving access to email, MS teams so now we are moving digitally forward in terms of how we Police and that is continuing. An audit is being conducted to look at modelling QLD, how that modelled up and down in terms of curve. It is a case of if not when second wave occurs, and operations has not slowed it has increased. Drugs were mentioned before, have noticed a significant reduction in drugs with an increase in the cost of meth. RN

7.14 RED CROSS

7.14.1 Red cross 50% working at home learning new Microsoft systems. Recovery is core to what we do, sitting on LG recovery community across the state helping local needs. The psychosocial impact on youth amid the climate – anxiety and COVID on top of that. Significant increase in homelessness. Demand for Psychosocial support and providing food has had a significant increase in last few weeks. Red Cross is working national 240000 phone calls to residents in Victoria conducted, providing assistance and pandemic recovery CS

7.14.2 Asked about Psychosocial support – current programs for schools and kids RN

7.14.3 A lot of work in that area in addition WADRON committee is all agency working in that area educating departments, a lot being done. CS

7.15 LESMURDIE SENIOR HIGH SCHOOL

7.15.1 Schools found themselves in a different place. We continued progressing normality in school. We are still dealing with the mental health of staff. When kids stayed at home, we had to deliver learning online found schools and staff in different places some families were not ready. School had its own management teams. COVID testing is taking place 1/3 staff and students will be tested. KC



7.16 KALAMUNDA SENIOR HIGH SCHOOL

- 7.16.1 Much the same managing staff. It was tricky school as the kids didn't have same anxiety as adults and weren't keeping away from each other. Some of the things in place included managing staff and students' wellbeing. Extra cleaning was conducted, no visitors, no parents on site, closed canteen, several staff were working from home which then meant extra staff were needed to fill roles. Meetings were moved to WebEx and are still being conducted that way. A lot of parent meetings were done online which was successful. Year 12s had early offers to University which means many of them are not focusing so much but has helped mental health and pressure.

HD
- 7.16.2 Where is the evacuation centre for schools? We have to put it in our plans for the Education Department? Where would we go

KC
- 7.16.3 The plans depend on the emergency. The City has several locations for evacuation centres but they cannot be listed as which centre is opened depends on the emergency, where it is, numbers being evacuated for example.

NO
- 7.16.4 We have to nominate a place on the plans as the Department of Education wants schools to nominate two offsite evac centres.

HD
- 7.16.5 There will be no evacuation centre able to place 1200 students. Schools need to have a partnership with another school and the other school needs to have plans with you.

MW
- 7.16.6 Any partnership is with own schools in areas

HD
- 7.16.7 This is a real issue, our schools are in high risk zones.

KC
- 7.16.8 You need to call a few schools outside the district. The department within itself should use each other's schools.

NO
- 7.16.9 Capacity is the issue, realistically the safest place will be in situ. We will look after the schools and will lose property to save children in a school. That protection will be in place. Unless you have your own buses, you will not get enough buses to transport 1200 students and we don't want parents coming in as well, it will create chaos. No evacuation centre in Kalamunda would have the capacity to have thousands of students arriving.

PS
- 7.16.10 That is a great answer, put down other schools in different locations. Ray Owen holds 600 people and is the biggest evacuation centre we have got. Need to have contingency in place and a couple of other locations.

MT



8. NEXT MEETING

26 November 2020

9. CLOSURE

Meeting closed at 10.50am.

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