



**WYALKATCHEM
LOCAL EMERGENCY MANAGEMENT
COMMITTEE
12 April 2017
MEETING
MINUTES**



Date: Wednesday, 12 April 2017

Time: 5:00pm

Venue: Council Chambers, Shire of Wyalkatchem, Honour Avenue

Attendance: Peter Wood, Tracey Print, Jo Spadaccini, Ian McCabe, Ella McDonald, Craig Harris, Justin Corrigan, Glen Metcalfe, Owen Garner, Quentin Davies.

Apologies: Gary Stenhouse, Graeme Keals, Duncan Jones, Marcus Reilly, Emma Holdsworth, Jay Hammond,

Guests:

Purpose of Local Emergency Management Committee (LEMC) Meetings

The purpose of the LEMC is to:

- 1.0 Foster effective communication between stakeholders to ensure that emergency management for Wyalkatchem is in place;
- 2.0 Assist the Shire of Wyalkatchem comply with the requirements of the Emergency Management Act.

1.0 Opening of Meeting: 5.06pm

2.0 Apologies

Chair announced apologies & requested any further apologies

3.0 Confirmation of Previous Meeting Minutes (15 February 2017) Moved – Peter

Wood **Seconded** – Owen Garner

That the Minutes of the LEMC meeting of 15 February 2017 be confirmed.

4.0 Business arising from previous Minutes- Nil

Stakeholder Reports

Stakeholders to report on relevant activities.

5.1 **Bush Fire Brigades** – No report this month

5.2 **Volunteer Fire & Rescue Service** – Owen reported that they had not been overly active since February meeting. Two fire call outs, no MVAs. One fire call out was a scrub fire out of town, only attended due to couldn't contact BFBs. Down to 14 active members, 5 reserves. Numbers have fallen due to people moving out of town. Currently have a loan light tanker while theirs is being fitted with a spray system. They had BA training last Monday, six people are currently qualified with BA. On a recruitment note, they are looking at doing an emergency services golf day – currently consulting with golf club to sort out a date.

5.3 **St John Ambulance-** Peter advised been a quiet time for incidents – lots of transfers, were quite busy two to three weeks ago. Advised a grant for \$50,000 from Wheatbelt Development Commission successful for Koorda building upgrade, completion approximately nine months away. Four new volunteers – one in Koorda, bringing Koorda total to five, and another three in Wyalkatchem, bringing total to 12. These volunteer numbers are healthy, still needing to recruit in Koorda.

5.4 **Police** – Tracey reported since she arrived they are back to a full two staff members in Wyalkatchem; across Wyalkatchem, Bencubbin and Koorda they are almost at full staff. They are currently assessing their resources. Tracey said that she has previously been a volunteer ambulance officer and fire fighter and has completed BA course. As her position in Wylie is more demanding (as it is her first posting as a Sergeant), she currently does not intend to re-join. Reported that they had a very productive week dealing with anti-social behavior (re. golf club vandalism – dealt with Sue Rundell, kids attended on the weekend and did a great job, and actually enjoyed it. This helped mend the relationship between the children who were involved and the community). Said that everyone will be dealt with accordingly. Police are looking to speak with juvenile justice team due to age of offenders. Tracey said they have a policy that she is not to be directly contacted about non-emergency matters, and the 131 444 number must be used, purely because a job must be logged. Tracey said she will begin foot-patrol as it is easier to hear and see things. Reported that Constable Glen Stoddart is on leave and returns Wednesday 19/4/17.

5.5 **District High School** – No report this month.

5.6 **Wyalkatchem Koorda District Hospital** – No report this month.

- 5.7 Shire of Wyalkatchem** – Craig reported that only there are approximately only half a dozen hazards left on roads as a result of the rain event in January. These will be dealt with as soon as possible as they are proving to be a nuisance for the community (i.e. Yorkrakine West Road). Delay has been due to waiting on funding. The other damage will have to wait on funding. Ian reported we are having weekly safety meetings with our works crew. Ella reported that the light tankers should have been returned to the fire brigades this week – Justin confirmed they will be back next Tuesday. Ella is working on getting all our volunteers their ID cards from DFES.
- 5.8 Department for Child Protection and Family Support** Jo reported that the evacuation centres opened up in the Northam area opened as a result of the rain event in January were staffed without bringing people up from Perth. If we don't think that a centre won't need to be opened but there is a small chance there might, to call anyway so she can arrange for staff to be deployed as soon as the call comes through, cutting out delays in staff arriving in the event of an emergency. Jo also said they are not just there for providing accommodation, etc. They are there for long term support, counseling, financial support. For example, they are still working with people affected by the Yarloop fires. Ian enquired whether or not a "drill" exercise was possible to ensure people would know what to do if the need for an evacuation centre arose and Jo reported that she can do a discussion exercise in regards to evacuation centres. A new emergency management document would be coming out hopefully in June 2017.
- 5.9 Water Corporation** – Glen reported it was business as usual. Very dependent on the government due to the change in government. Interviewing for new staff currently, so they should be back to a full team shortly.
- 5.10 Main Roads** – No report this month.
- 5.11 Roadwise** – No report this month.
- 5.12 DFES** – Justin reported that he will be taking care of our area until at least the end of June in place of Torben. The fire season ended quite quickly and turned into the storm season. It has been a period of learning for DFES in regards to learning about smaller communities and how they handle emergencies. Their resourcing was not really required in our area as a result of the rain event in late January. They are in the process of upgrading the equipment – our shire's three light tankers are currently being fitted with new equipment. Over the last week, a lot of fires are escaping, people are not realising how dry the top of the ground is again despite the greenery. Due to change of government, change of fire services is up in the air. The liberal government was proposing a rural fire service, which is now less likely due to funding. There will be a summit with DFES and Government this year to discuss this.

General Business

6.1 Peter said that the letter sent to St John Ambulance by President Quentin Davies was received very well and he took it as a feather in the cap of the Wyalkatchem St John Ambulance sub-centre.

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7.1 Meeting Schedule 2017

- Wednesday, 16 August 2017
- Wednesday, 11 October 2017

Meeting Closed: 6.16pm

8.0 Status Report

Task No.	Task	Responsible Person	Comment	% Complete	Last update
1.	Training requirements for FCO's and Volunteers	AO CFCO	Bushfire policy is being updated. "Recommended that all those attending a fire have at a minimum completed the 'introduction to bush firefighting'. DFES offer training for FCO's and BFB volunteers	100%	8/10/14
2.	Health certification for Volunteers	AO CFCO	Bushfire policy being updated to include "Maintain a reasonable standard of physical fitness" "To advise of any health condition that may impede their abilities at a fire" "FCO's responsibility to ensure those at fire front are of good enough health" If not then delegate to other tasks" FCO's are aware of their responsibilities with regards to this.	100%	COMPLETE
3.	Assessment of Shire Weather Station to ensure continuity	AO SF O	Weather station is not on the server	80%	Fixed, needs putting on admin roof
5.	Establishment of Plant Replacement and Servicing Schedule	CBFCO DFES	DFES are aware that Nalkain require a truck, this application is still progressing. Request for a high fuel season truck put in (June 2016). DFES have their schedule for replacements	100%	22/12/14

9.	Develop and implement mitigation plans for all council vested reserves in regards to fire prevention planning	MOW CFCO	Identification of reserves has commenced. Plans are in "bush fire policy document". Conversations with DpaW highlighted that we can only do our best in terms of fire breaks around reserves	100%	COMPLETE
10.	Develop an unallocated crown land and unmanaged reserves program in relation to fire and risk protection	DCEO MOW CFCO	Identification of reserves has commenced. "Plans are in bush fire policy document" Firebreaks are placed around reserves	80%	
11.	Inspect water standpipes and water tanks pre and post fire season. Ensure watersupplies have fittings suitable for fire appliances	MOW CFCO DCFCO	Were checked June 2016 Negotiations are ongoing with Water Corp regarding the tundish & RPZ installations to standpipes. Trevor negotiating withwater corp to use washings for watering lawns. Water	100%	COMPLETE
12.	Ensure the development and maintenance of a list of all communications equipment and maintenance records	MOW DFES CFCO AO	An asset register is being compiled of all communication equipment, weather meters, and vehicles.	100%	COMPLETE

9.1 Meeting Closed at:

9.2 Next Meeting: Wednesday, 16 August 2017, Council Chambers at 5:00pm



Department for Child Protection and Family Support

District Emergency Services Officer - Wheatbelt

Update: April 2017

Planning for 2017 is well under way to ensure that Local Governments and their LEMCs are prepared and informed on their responsibilities in the event of an Evacuation Centre being opened in their Shire, whether for their own or their neighbouring communities.

A discussion exercise has been developed that can be done in conjunction with a LEMC meeting. It will vary in length depending on who is in attendance on the day but generally will last between 1 to 2 ½ hours. The Community Evacuation 2017 exercise is designed to increase the awareness of the Local Government, LEMC members and external agencies on the activation, set up and running of an evacuation centre prior to CPFS arrival, coordination and management of the evacuation centre, closing the evacuation. It will also offer the opportunity to discuss issues that may arise. The exercise is designed as a learning opportunity rather than a testing of specifics and aims to increase the knowledge and understanding of the members.

During the recent flood events along the Avon and Mortlock rivers, CPFS in Northam were requested to open an evacuation centre in Northam and to be on standby to do the same for York and Toodyay in the event that the situation worsened. Our Northam team were able to open the Northam centre within ½ an hour of notification and officers were rostered to cover this centre as well as York and Toodyay if required, for a three day period.

During this event there were other Local Governments that had cases of inundation and some short term displacement of members of their community. In these cases, even if you do not require CPFS to attend if we are made aware that there has been inundation we are able to follow up and provide assistance as required.

If you have any questions regarding your LGA's preparedness to open and run an evacuation centre until CPFS are able to attend or if you have any questions about CPFS's role in the running of an evacuation centre at any time, please do not hesitate to email me to arrange a time to discuss the available resources. joanne.spadaccini@cpfs.wa.gov.au

Kind regards

Jo Spadaccini

District Emergency Services Officer – Wheatbelt

Department of Child Protection and Family Support

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