



**WYALKATCHEM
LOCAL EMERGENCY MANAGEMENT
COMMITTEE
22 AUGUST 2018
MEETING AGENDA**



Date: Wednesday, 22 August 2018

Time: 4:00pm

Venue: Council Chambers, Shire of Wyalkatchem, Honour Avenue

Attendance: Trent Tyler (CBFCO), Glen Metcalfe (Water Corporation and VFRS), Susan Bruse (WDHS), Corinne Graham (Community Home Support Provider), Duncan Jones (SJA), Jay Hammond (SJA), Peter Wood (SJA), Daniel Hendriksen (DFES), Yvette Grigg (DFES), Subin Daniel (WKHS), Jo Spadaccini (DC), Tracey Print (WAPOL), Nathan Eley (WAPOL), Quentin Davies (Shire), Taryn Dayman (Shire), Ella McDonald (Shire)

Apologies: Graeme Keals (Parks and Wildlife), Cliff Simpson (RoadWise), Craig Cooper (CRC), Marcus Reilly (DCBFCO), Paul Casey (Western Power), Owen Garner (VFRS), Emma Holdsworth (VFRS), Colin Fergusson (WDHS), Dr Emmanuel Awogun (Medical Centre)

Guests: Nil

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: 4.04pm

2.0 Apologies

Chair announces apologies – please see list above

3.0 Confirmation of Previous Meeting Minutes (11 April 2018)

Moved – Peter Wood

Seconded – Susan Bruse

The Minutes of the LEMC meeting of 11 April are confirmed.

4.0 Business arising from previous Minutes- Nil

5.0 Stakeholder Reports

Stakeholders to report on relevant activities.

5.1 Bush Fire Brigades –

Trent said there was nothing major to report, no fires since last meeting.

5.2 Volunteer Fire & Rescue Service –

Glen reported on behalf of Owen and Emma. The VRFS have attended eight call-outs since the last LEMC meeting, including three false alarms and three motor vehicle accidents. They are currently working on getting everyone's training up to date – they have scheduled Breathing Apparatus refresher, Draeger chemical suit and structural firefighting courses.

Quentin enquired as to whether the number of jobs completed was average or higher than usual. Glen commented that the motor vehicle accidents were up from “normal” instances.

5.3 St John Ambulance –

Jay reported that they had completed 48 jobs since the last LEMC meeting. They had held their AGM, Jay has been re-elected as their President, Christy Petchell has been elected as their Vice-President and Secretary and Mitchell Everett is now their Treasurer. The construction project in Koorda is nearing completion, with only minor fit-out items to be completed. The donga has been installed at the Wyalkatchem sub-centre and is also very nearly ready to go. Hopefully it will be ready for the field days as they have people staying over in it. Volunteer numbers are up by four, with two new volunteers having come on board in Wyalkatchem (Taryn Dayman and Ella McDonald) and also two new volunteers in Koorda (Tinneil Jellyman and Rod Verlst), bringing the total number of volunteers across the two towns to 19 – 12 in Wyalkatchem and seven in Koorda. Last year (July 2017 – June 2018) the sub-centre completed 131 jobs, which is a slight increase on the previous year in which they completed 126 jobs.

Duncan added that for the Dowerin Field Days event next week, they will have 10 staff and four ambulances stationed on. For the first time this year they will have an ambulance on stand-by for the bump-in and bump-out days.

5.4 Police –

Tracey reported that they had acquired a defibrillator thanks to the local St John Ambulance sub-centre. Constable Nathan Eley has recently completed land search training, meaning he is now able to coordinate a land search. The Wyalkatchem Police have also recently obtained a generator, a gazebo and some emergency lighting (that can be run off of the generator) in order to help with emergency management. They are hopefully trading in their sedan vehicle in November/December this year for a vehicle with off-road capability.

Tracey reported that there was a department within WAPOL working on up-to-date mapping of areas, but as everyone is wanting the maps at the moment, there is a bit of wait for them. Tracey enquired about a resource list, Ella responded that there was one included.

5.5 District High School –

Susan reported that it was business as usual at the school. They have been asked to resubmit their Bushfire plan. The school's firebreaks have been checked and they are in order.

5.6 Wyalkatchem Koorda Health Service –

Subin reported that due to government reform, the hospital is named the "Wyalkatchem Koorda Health Service". It has been business as usual at the hospital. Staff have completed fire and evacuation training, this training was well attended with 95% of staff having completed it. Events included one false fire alarm and a major trauma case from Koorda – four casualties were received and treated at the same time, this event was managed well by the hospital.

There will be an official opening ceremony at the hospital on 14 November, after all the renovations have been completed. Corinne added that they are also celebrating the hospital's centenary, and they are combining the celebrations.

5.7 Shire of Wyalkatchem –

Taryn reported that she had met with representatives from the Water Corporation regarding changes to the Standpipe infrastructure which may affect bushfire capabilities. The Water Corporation is looking at introducing five different categories for standpipes. For local governments to access exemptions from services fees and charges, they will need to lock up the standpipe sites to ensure they are not used for commercial purposes. Taryn will keep the LEMC updated as more information comes in.

Ella reported that she had met with a representative from the Department of Biodiversity, Conservation and Attractions (Parks and Wildlife service) early in June to discuss the suitability of the Elliott Nature Reserve (Corner of Elsegood and McNee Roads) for installation of two water tanks for the purpose of emergency water supply for bushfires. The response had come back positive, and the Shire is awaiting formal approval from DBCA. We may need to look at applying for a grant as the budgeted amount is not enough to complete the project.

5.8 Department of Communities –

Jo reported that the Department is still working on the local welfare plans. The State Welfare Plan is still with the State Emergency Management Committee and once it has passed, the changes to the local welfare plans will be completed. The Department is holding evacuation centre training in Bruce Rock in September.

5.9 Water Corporation –

Glen reported that it was business as usual at the Water Corporation. Glen had noticed that in other towns (not in Wyalkatchem), there were a few fire hydrants that were not compliant/not usable. It is the responsibility of the local town brigade (VFRS) to ensure these are serviced, etc. He will be discussing it with his VFRS colleagues.

5.10 Main Roads –

No report this meeting.

5.11 Roadwise –

No report this meeting.

5.12 DFES, Area Officer –

Daniel reported it had been reasonably quiet of late. His main focus has been finalising training within the region in preparation for the fire season. Susan asked about the forecast for the season ahead and Daniel responded that due to the amount of rain we have been having, fuel loads would be higher and therefore the season is predicted to be a little busier than usual. However, the same circumstances have been applied the last couple of years and we have had unusually quiet seasons, so it is hard to predict what will happen.

5.13 DFES, District Emergency Management Advisor –

Yvette reported that due to State Government reform, the Office of Emergency Management no longer exists and she is now employed by DFES. Her role is the same and service provision will continue on as is.

5.14 Wyalkatchem CRC

No report this meeting.

5.15 Community Home Support Provider

Corinne reported that due to government reform, "HACC" no longer exists and she is now known as a Community Home Support Provider. The scheme has improved, in that people are now assessed and if they are found eligible, they are given a package that provides them with services, all funded by the federal government. She has noticed that lately there have been a number of falls in patient's homes, she would like to explore options for funding for people to obtain personal alarms.

6.0 General Business

6.1 Risk Project Overview and recap

Ella gave a brief explanation on the work done on the risk project update – this will be distributed to LEMC members for their own perusal.

6.2 LEMA Review

A detailed review was undertaken of the draft document. Alterations will be completed and a final draft will be presented to LEMC in October for endorsement.

7.1 Meeting Schedule 2018

- Wednesday, 17 October 2018

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 Upon inspection 11/10/17 – (refer policy EP2) – suggest developing the policy to reflect the above. For discussion at BFAC		August 2018: All policies to be reviewed in near future. Daniel will be rolling out training and BFB members will be encouraged to attend.
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.		August 2018: All policies to be reviewed in the near future.
3.	Assessment of Shire Weather Station to ensure continuity	AO MCS	Weather station requires replacement as it is irreparable – quotes to be obtained, hoping to replace in near future.		4/4/18 Data 3 to look at communications/receivers

4.	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 with water corp to use washings for watering lawns. Shire to place on works schedule for action		August 2018: Water Corp reviewing standpipe program. All to be checked prior to fire season.
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9.1 Meeting Closed at: 6.20pm

9.2 Next Meeting: Wednesday 17 October 2018