

TOWN OF BASSENDEAN

MINUTES

BASSENDEAN LOCAL EMERGENCY MANAGEMENT COMMITTEE

HELD IN THE COUNCIL CHAMBER, 48 OLD PERTH ROAD, BASSENDEAN
ON WEDNESDAY 2 NOVEMBER 2016, AT 3.30PM

1.0 **DECLARATION OF OPENING/ANNOUNCEMENT OF VISITORS**

Acknowledgement of Country

The Presiding Member declared the meeting open, welcomed all those in attendance and conducted an Acknowledgement of Country.

2.0 **ATTENDANCES, APOLOGIES AND APPLICATIONS FOR LEAVE OF ABSENCE**

Present

Cr Gerry Pule, Presiding Member
Gordon Munday, Bassendean SES
Snr Sgt Mark Stoneman, Kiara Police Station
Matt Bowen, Acting Senior Ranger
Jeremy Walker, Acting Manager Asset Services
Simon Stewert-Dawkins, Director Operational Services

Officers

Graeme Haggart, Director Community Development
Amy Holmes, Minute Secretary

Apologies

Cr Bob Brown
Ken Cardy, Manager Asset Services
Sharna Merritt, Senior Ranger
Daniel Forsdyke, St John of God Midland Hospitals
Merveen Cross, SEMC Secretariat

3.0 **DEPUTATIONS**

Nil

4.0 CONFIRMATION OF MINUTES

4.1 Minutes of the Bassendean Local Emergency Management Committee meeting held on 3 August 2016

COMMITTEE/OFFICER RECOMMENDATION – ITEM 6.1

That the minutes of the BLEMC meeting held on 3 August 2016, be confirmed as a true record.

Confirmation of the minutes was deferred to the next meeting as only one person in attendance at this meeting attended the last meeting.

5.0 ANNOUNCEMENTS BY THE PRESIDING PERSON WITHOUT DISCUSSION

Thanked those staff acting in senior positions.

6.0 DECLARATIONS OF INTEREST

Nil

7.0 BUSINESS DEFERRED FROM PREVIOUS MEETING

Nil

8.0 OFFICER REPORTS

8.1 LEMC Dates for 2017

It is proposed that the Committee continues to meet at 3.30pm in 2017 and on the first Wednesday on the following dates, including an annual exercise:

1 February – first Quarter Meeting
5 April – Annual Exercise
7 June – Second Quarter Meeting
6 September – Third Quarter Meeting
1 November – Fourth Quarter Meeting

COMMITTEE/OFFICER RECOMMENDATION – ITEM 8.1

BLEMC – 1/11/16 MOVED Matt Bowen, Seconded Jeremy Walker, that the 2017 meeting dates for the Committee be confirmed as:

1 February – First Quarter Meeting
5 April – Annual Exercise
7 June – Second Quarter Meeting
6 September – Third Quarter Meeting
1 November – Fourth Quarter Meeting

CARRIED UNANIMOUSLY 6/0

8.2 Flood Mitigation Project

Town staff have completed the vinyl band placements around Western Power powerpoles – other than approximately 12 poles near Bindaring Park where the band is high up the pole (out of reach when standing on the tray back of the Council vehicle).

The DCD met with members of the Foreshore Environmental Action Group (FEAG) who had written to the Town objecting to the “misleading” flood height information. While the members comprehended that “Flood Zone” does not equate to flood height, they commented that it had dissuaded property buyers who had been confused by the information. The DCD agreed the first mitigation strategy bands (1:25yr ARI Flood Zone bands and 1:100yr ARI Flood Zone) are to a large degree redundant given the second mitigation strategy bands are marked at the 1:100yr ARI Flood Height. The DCD agreed to remove the flood zone bands and amend the flood marker street side signs.

At the 2016 October Ordinary Council meeting, it was resolved:

“That the temporary 100 year flood height vinyl stickers recently attached to power poles be replaced with non-corroding metal bands with the same message and where this is impractical due to the presence of reinforced supports a white band be painted around the pole and supports and the 25 and 100 year flood zone bands be removed to avoid confusion where not adjacent to the flood information signs. Should this require a further financial contribution then this be addressed in the forthcoming budget review.”

Enquiries have been made into the production of compliant bands to the above and a verbal report update may be available at the meeting.

Another quarterly report has been submitted to SEMC who have responded with a request for a new project completion date.

The NDRP funding has now been expended and will be acquitted. The recent resolution of Council will be put to the mid-year budget review for funding by the Director Community Development.

COMMITTEE/OFFICER RECOMMENDATION – ITEM 8.2

BLEMC – 2/11/16 MOVED Gordon Munday, Seconded Mark Stoneman, that the information on the Flood Mitigation Project be received.
CARRIED UNANIMOUSLY 6/0

8.3 LEMA Review

Friday 11 November has been set for the District Emergency Management Advisor (DEMA) from SEMC to meet with the DCD to work through the draft revised Local Emergency Management Arrangements (LEMA) to ensure they are compliant with the recently released requirements.

COMMITTEE/OFFICER RECOMMENDATION – ITEM 8.3

BLEMC – 3/11/16 MOVED Simon Stewert-Dawkins, Seconded Gordon Munday, that the information on the LEMA review be received.
CARRIED UNANIMOUSLY 6/0

8.4 Annual Exercise

It has previously been agreed that the 2017 exercise is to be a joint exercise with the City of Bayswater on community recovery utilising the 2015 Dual Storm scenario.

The DCD and City of Bayswater Emergency Management Officer have held preliminary discussions. It has been agreed the exercise will be hosted by the Town and be conducted in April 2017.

COMMITTEE/OFFICER RECOMMENDATION – ITEM 8.4

BLEMC – 4/11/16 MOVED Mark Stoneman, Seconded Simon Stewert-Dawkins, that the information on the Annual Exercise be received.
CARRIED UNANIMOUSLY 6/0

8.5 Emergency Management Agency Report

State Emergency Management Committee (SEMC)

The SEMC report was attached to the Agenda.

District Emergency Management Committee (DEMC)

The Central DEMC last met on 6 October. Minutes of the Meeting will be circulated once received.

North & East Metropolitan Recovery Group

The N&EMRG met on 22 August to allow the transition of the Secretariat function from Mundaring to Swan.

WALGA EMAG

The EMAG met on 13 September 2016. Minutes of the Meeting will be circulated once received.

COMMITTEE/OFFICER RECOMMENDATION – ITEM 8.5

BLEMC – 5/11/16 MOVED Simon Stewert-Dawkins, Seconded Jeremy Walker, that the report from the State Emergency Management Committee Secretariat be received.
CARRIED UNANIMOUSLY 6/0

8.6 Fire Season Preparedness

The Town has a Bushfire Hazard Management Plan in the LEMA as bushfire is acknowledged as being a defined risk in the Town's Community Emergency Risk Matrix.

Actions by the Town and Agencies in preparation for fire season are discussed below:

Annual Review of Fire Prone Region

The annual review of the Office of Bushfire Management Bush Fire Prone Mapping for the Town has been completed.

Residents in that zone have been notified by the Town.

Community Education Program

The annual community education program has been implemented and includes:

1. Articles in the Town's "Bassendean Briefings" delivered to all household letterboxes;
2. Article on the Town's website;
3. Gazettal of requirements in Government Gazette;
4. Article placed in the Eastern Suburbs Reporter regarding requirements;
5. Advice sent in annual Rates Notice to all property owners;
6. Street side signs;
7. Letters to residents living in the fire prone region - 461 properties have been delivered the attached correspondence.

Fire Breaks/Fuel Load Management

Prior to 31 October each year, properties of all sizes within the Town of Bassendean are required to be cleared of combustible material from the whole of the land and that ratepayers are required to slash or mow the combustible material.

Rangers have been monitoring compliance with this requirement and warning notices for action are being issued where necessary. On rare occasions where the notices are not acted on the Rangers issue infringement notices and the Town makes arrangements for the clearing and on-charges residents.

351 properties have been found to be non-compliant. These are being followed up by the Town Rangers.

Ashfield Flats

The Ashfield Flats Post Incident Analysis report listed the following recommendations out of the February 2015 fire.

- Construct a mineral earth firebreak/access track along the entire length of the western edge of the reserve. Dimensions should be a minimum width of 3 metres and minimum height of 4 metres. This firebreak/access track needs to link-up to the walk trail along the southern boundary (river side); providing a good Asset Protection Zone (APZ) and separation.

- Any areas where access tracks are affected by waterlogged soil need to be constructed of hard stand (deep compacted road base).
- Remove all branches that overhang property on the western and northern boundaries.
- The drain in the NW corner needs to have fuel load removed completely.
- An all-weather access track to be constructed running W to E across the reserve to give better access for responding crews.
- Fire breaks be established adjacent to dwellings on the eastern and northern edge of the reserve.
- Extensive fire preparation/prevention campaign undertaken by the Town of Bassendean prior to the 2015-16 fire season (including property inspections). This would be for properties that border the reserve.
- Community meeting to discuss the risk and preparation of bushfire - 'Street Meet'.
- Education of residents in the reserve area on property access during fire operations.
- A specific Community Fire Plan is established for this reserve.
- Career Fire & Rescue crews visit the reserve prior to fire season (looking for areas of concerns)
- Property owners and Town of Bassendean be consulted on hydrants being located at the back of high density living and private roads off Hardy Rd.

Comment has been sought from DFES and WAPC on recommendations relevant to them and will be presented at the meeting, if available.

Other than a "street meet", the recommendations relevant to the Town have been completed or are being actioned.

DFES confirmed that they have an Urban Bushland Plan and this is re-inspected every year prior to the summer season.

An Ashfield Flats Bushfire Management Strategy and Ashfield Flats Weed Management Plan were recently received from the Department of Planning. These documents will be reviewed by Town staff with feedback provided to the Department of Planning.

Town staff will be meeting with the Department of Planning and DFES at Ashfield Flats in the coming weeks.

Success Hill/Pyrtton

Rangers have been in touch with Officers of the relevant state government agency reminding them to hurry up, given the fire season is upon us.

COMMITTEE/OFFICER RECOMMENDATION– ITEM 8.6

BLEMC – 6/11/16 MOVED Matt Bowen, Seconded Simon Stewert-Dawkins, that the fire season preparedness actions be noted.

CARRIED UNANIMOUSLY 6/0

8.7 Post-Incident Reports and Post Exercise Reports

Gordon Munday – SES

- Tree branch (Railway Parade Bassendean)
- Split tree (blocking Eighth Avenue Bassendean)
- Storm damage – roof (Old Perth Road)
- Missing person search (Upper Swan)
- Fallen tree (Kenny Street Bassendean)
- Fallen tree branch (West & Reid Street Bassendean)
- Storm damage – fallen branches on shed (Drysdale Street Eden Hill)
- Storm damage – shed roof loose and dislodged (Walter Road Bassendean)
- Storm damage – roof (Beechboro)

COMMITTEE/OFFICER RECOMMENDATION– ITEM 8.7

BLEMC – 7/11/16 MOVED Gordon Munday, Seconded Jeremy Walker, that post incident and post exercise reports be received.
CARRIED UNANIMOUSLY 6/0

8.8 Contact Details and Key holders

The current Contact Details and Key holders details were circulated at the meeting and update amendments will be processed.

COMMITTEE/OFFICER RECOMMENDATION – ITEM 8.8

BLEMC – 8/11/16 MOVED Simon Stewart-Dawkins, Seconded Mark Stoneman, that the Committee members' contact details be confirmed as amended.
CARRIED UNANIMOUSLY 6/0

8.9 Preparedness, Prevention, Response and Recovery Issues

- DCPFS – Emergency Welfare Centre Management Training on 23 November at Ray Owen Sports Centre, Lesmurdie
- SES – undertaking firefighting training

COMMITTEE/OFFICER RECOMMENDATION – ITEM 8.9

BLEMC – 9/11/16 MOVED Matt Bowen, Seconded Jeremy Walker, that Preparedness, Prevention, Response and Recovery Issues raised, be received.

CARRIED UNANIMOUSLY 6/0

9.0 MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

Nil

10.0 ANNOUNCEMENTS OF NOTICES OF MOTION FOR THE NEXT MEETING

Nil

11.0 CONFIDENTIAL BUSINESS

Nil

12.0 CLOSURE

The next meeting will be held on Wednesday 1 February 2017, commencing at 3.30pm (to be confirmed).

There being no further business, the Presiding Member declared the meeting closed, the time being 4.29pm.