

**TOWN OF BASSENDEAN**  
**NOTICE OF A MEETING OF THE**  
**BASSENDEAN LOCAL EMERGENCY MANAGEMENT**  
**COMMITTEE**

Dear Committee Member

A meeting of the Bassendean Local Emergency Management Committee of the Town of Bassendean will be held in the Council Chamber, 48 Old Perth Road, Bassendean, on Wednesday, 3 February 2016, commencing at 3.30pm.

Mr Bob Jarvis  
**CHIEF EXECUTIVE OFFICER**

29 January

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**A G E N D A**

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

**Acknowledgement of Country**

The Town of Bassendean acknowledges the past and present traditional owners of the land on which we gather to conduct this meeting, and pays its respects to their Elders, both past and present.

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

**3.0**                    **DEPUTATIONS**

#### **4.0 CONFIRMATION OF MINUTES**

##### **4.1 Minutes of the Bassendean Local Emergency Management Committee meeting held on 9 December 2015**

###### **OFFICER RECOMMENDATION – ITEM 6.1**

That the minutes of the additional BLEMC meeting held on 9 December 2015, be confirmed as a true record.

#### **5.0 ANNOUNCEMENTS BY THE PRESIDING PERSON WITHOUT DISCUSSION**

#### **6.0 DECLARATIONS OF INTEREST**

#### **7.0 BUSINESS DEFERRED FROM PREVIOUS MEETING**

##### **7.1 Review of Instrument of Appointment and Delegation**

At the last meeting Committee deferred a review of the Instrument of Appointment and Delegation of Committee pending advice received from SEMC Secretariat on the current adopted version.

An amended Instrument will be presented at the meeting for consideration.

#### **8.0 OFFICER REPORTS**

##### **8.1 Review of the Local Emergency Management Arrangements / Recovery Plan**

The LEMA/Recovery Plan Review Working Party has not met since the last meeting of the LEMC in December and there is no new progress made to report.

It is proposed the Working Party next meets in February.

###### **OFFICER RECOMMENDATION– ITEM 8.1**

That LEMA/Recovery Plan Review Working Party report be received.

## 8.2 NDRP Funded Flood Mitigation Project

The project plan as approved by SEMC is presented in table form below.

Milestone	Original Target Date	Current Target Date	Status
Quarterly report 1	July 2015	July 2015	Completed
Gain approval from Western Power for pole banding	1 July 2015	1 July 2015	Completed
Contact awarded for affix bands to poles where banding is > 2 metres off the ground	31 August 2015	31 August 2015	Contingent on capacity of SES to undertake the work
Source and manufacture flood height marking bands	31 August 2015	31 August 2015	Completed
Survey flood heights at each Western Power pole	October 2015	October 2015	Completed
Quarterly report 2	31 October 2105	31 October 2105	Completed
Banding of poles	31 October 2015	31 October 2015	Ready to commence
Media for promotion of program	30 December 2015	30 December 2015	Yet to commence
Final report	30 December 2015	30 December 2015	Yet to commence

Since the last meeting, the Town has received the survey maps of flood heights to all poles in the 1:100year flood zone. The maps have been forwarded to the Bassendean SES Unit to assess their capacity to fix the bands to the poles.

A further quarterly progress report is being prepared for SEMC.

### OFFICER RECOMMENDATION– ITEM 8.2

That NDRP Flood Mitigation Project report be received.

## 8.3 Post-Incident Reports and Post Exercise Reports

The Committee has requested all HMA's routinely forward post incident reports to the Town for presenting to LEMC.

Any relevant post incident and post exercise reports are to be tabled at the meeting.

### Annual Exercise

At the December Meeting it was resolved to conduct the annual exercise on 1 June 2016.

The exercise scenario is proposed to be an evacuation from a significant public event being staged in the Town.

This is put for discussion.

### OFFICER RECOMMENDATION– ITEM 8.3

That post incident and post exercise reports be received.

## **8.4 Emergency Management Agency Reports**

### State Emergency Management Committee (SEMC)

The December edition of the SEMC newsletter was circulated in December. To view a copy, please go to: <https://www.semc.wa.gov.au/Publications%20and%20Resources/Communique%201%20December%202015.pdf>

### District Emergency Management Committee (DEMC)

The first meeting of the Central DEMC met on 28 October in the City of Swan. The minutes of the meeting have yet to be received and will be circulated once received.

The next meetings of the DEMC are scheduled for February and May.

### North & East Metropolitan Recovery Group

No report.

### WALGA EMAG

The January 2016 edition of the WALGA EM news is attached. The WALGA EM Advisory Group next meets on Tuesday 15 December.

### DFES

Bush fire prone area mapping is reviewed annually. Work has commenced on the review for 2016.

The current bush fire prone maps for the Town are available from the Office of Bushfire Risk Management - <http://www.dfes.wa.gov.au/regulationandcompliance/bushfireproneareas/Pages/default.aspx>

**OFFICER RECOMMENDATION – ITEM 8.4**

That the Emergency Management Agency Reports be received

**8.5 Contact Details and Key holders**

The current Contact Details and Key holders are included as Part 4 of the Town's LEMA.

All notified required changes have been actioned and updated contact details will be circulated with the minutes.

**OFFICER RECOMMENDATION – ITEM 8.5**

That the Committee members' contact details be confirmed as amended

**8.6 Preparedness, Prevention, Response and Recovery Issues**

Members are invited to discuss:

- preparedness issues;
- prevention issues;
- response issues; and
- recovery issues.

**OFFICER RECOMMENDATION – ITEM 8.6**

That Preparedness, Prevention, Response and Recovery Issues raised, be received.

**9.0 MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN**

**10.0 ANNOUNCEMENTS OF NOTICES OF MOTION FOR THE NEXT MEETING**

**11.0**                      **CONFIDENTIAL BUSINESS**

**12.0**                      **CLOSURE**

The next meeting date to be held on Wednesday, 6 April  
2016 commencing at 3.30pm.

**Attachment 1**

# Emergency Management News

JANUARY 2016



## Issue 1

### In this issue...

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- [How prepared are we for recovery?](#)
- [Emergency preparedness Report 2016](#)
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## Public Inquiry into Waroona Fire announced

**The Premier has announced a Public Inquiry into the major fire which affected the Shires of Harvey and Waroona.**

The State Government has committed to the establishment of an open and independent review of the management of the fire, with broad [terms of reference](#) that will allow for consideration of what has been learned from previous major bushfires, what can be learned from the Waroona Fire, and the strategies for future reforms and capacity enhancements to efficiently and effectively manage bushfire-related risk.

The review's terms of reference cover two main areas of focus, those being;

- The response covering such topics as the effectiveness of mitigation activity, the effectiveness of emergency management plans, effectiveness of incident management and public messaging; and
- The reflection on lessons learned from other fires picking up on the theme penned by Mick Keelty "Shared Responsibility".

Mr Euan Ferguson, the former head of the Victorian Country Fire Authority has been appointed to head up the review.

An InfoPage providing further detail can be accessed [here](#).

**For more information, email Senior Policy Advisor, [Melissa Pexton](#) or call 9213 2080.**

## Southern Bushfire season

**It was widely predicted that the 2015–16 Australian bushfire season would have an above normal potential for bushfires particularly along the west and east coasts extending inland.**

The forecast results from a strengthening [El Nino](#) over the [Pacific Ocean](#) and warmer sea temperatures in the [Indian Ocean](#) were predicted to produce a longer and more severe fire season. So far those predictions have proved correct producing a fiery start to the 2015/16 bushfire season.

The latest fire known as the Waroona fire, that consumed farmland and the town of Yarloop and laid waste to 70,000 ha has proved to be the biggest event since the disastrous Dwellingup fire of 1961, which coincidentally was sparked by lightning strikes. While the wet season leading up to the Dwellingup event was not excessively dry by comparison, we seem to be set for a repeat of that 1961 scenario across the Darling Scarp.



*Dwellingup fire of 1961*

Just revisiting the 1961 fire season ably demonstrates that although technology and capability has increased exponentially in the 55 years since that season, the scenarios are relatively the same. The small timber communities of Holyoake, Nanga Brook, Marrinup and Banksiadale were completely burnt out.

The fires of 1961 caused the government of the day to set up a Royal Commission to investigate the causes. Interestingly the finding from that Commission was that under severe weather conditions no amount of equipment could control a major forest fire.

**This same statement has been heard again following the Waroona fire. It will be interesting to see what this Inquiry discovers.**

## How prepared are we for recovery?

**Has your Local Government placed enough emphasis on being totally prepared for what may occur?**

Quite often, and particularly with rapid onset emergencies like bushfires and storms, organisations can find themselves in a quandary about what to do and what the priorities should be when disaster strikes. Often Local Governments have local recovery plans in place, but don't invest in the training of a suitable Local Recovery Coordinator.

It's not just a case of appointing a person to take on the role so that there's a name in the box to complete the plan. Councils need to be sure they have the right person, and can then ensure they receive adequate training and support.

In some instances in the past, the appointed local recovery coordinator has been a first timer on a very steep learning curve and has needed strong support to accomplish the often daunting task. Many do amazing jobs largely because they are very capable people in the first place. Recovery is the legislated task of Local Government and is by far the most important task after response. It needs to be properly planned and supported.

Why not encourage your Local Government to commit to a plan of action before the next big event, whatever that is, hits? Considerations may include:

- who has been appointed as the Local Recovery Coordinator or if there isn't one, consider who that might be. Consider the role and the best fit.
- assess training needs for the appointed person and their backup. WALGA has now developed and successfully run the Local recovery Coordinator Training Course. WALGA is the only provider of this specialist training in WA; and
- plan to have some short exercises at the LEMC to discuss recovery and what it may look like.

**Enquiries about the Local Recovery Coordinator training should be directed to Emergency Management Consultant [Sharna Sumpton](#).**

## Emergency preparedness Report 2016

**The Emergency Preparedness Report 2015/16 was recently released through the SEMC Secretariat.**

The report provides the State Government with a snapshot of the State's preparedness based on self-assessments provided by Hazard Management Agencies, Emergency Management Agencies, Local Governments and other

service providers. 2015 saw the highest participation rate with 133 local governments providing a submission which is over 95% of the sector contributing to the report.

The report focuses on a number of key areas including risk, emergency management planning, preparing the local workforce with EM knowledge, volunteers and local projects. Local Government contribution to emergency management is spread evenly throughout the document, with some projects undertaken by certain Local governments highlighted as good practice.

Some concerns raised by Local Governments have been captured including regional dissatisfaction with the level of telecommunications infrastructure and service provision, lack of financial and human resources to undertake workforce planning for emergency management, the need for further clarity regarding the role of Local and district emergency management committee members.

The SEMC has requested feedback from Local Government regarding the 2015/16 preparedness questionnaire as a way of improving the capture and quality of the information.

**If you are the person who completes the assessment report each year, please provide your feedback on how it might be improved to Emergency Management Coordinator [John Lane](#).**

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## Review – Map of Bush Fire Prone Areas

**The Local Government review period for the next edition of the [Map of Bush Fire Prone Areas](#) has commenced.**

You will have received, or shortly will receive, a bush fire prone vegetation dataset from the Office of Bushfire Risk Management (OBRM) for your review. You will have until Friday, **18 March** to identify any required changes and provide your response to OBRM.

**OBRM can be emailed at [obrm@dfes.wa.gov.au](mailto:obrm@dfes.wa.gov.au) or call (08) 9395 9538.**

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