

**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, 6 April 2016, commencing at 3.30pm.

Mr Bob Jarvis  
**CHIEF EXECUTIVE OFFICER**

1 April 2016

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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 3 February 2016**

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

That the minutes of the additional BLEMC meeting held on 3 February 2016, 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**

#### **8.0 OFFICER REPORTS**

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

The LEMA/Recovery Plan Review Working Party met on 3 March. Progress was made with respect to completing details within the Appendices to the LEMA.

The LEMA is nearing completion. The Recovery Plan requires additional information to complete the document.

SEMC has just released an updated Local Emergency Management Arrangements Guide and model. The current draft document has been superseded and may no longer be compliant.

It is proposed the draft LEMA be forwarded to SEMC for a compliance audit and that the Working Party next meets on 27 April to consider the feedback.

**OFFICER RECOMMENDATION– ITEM 8.1**

That:

1. The LEMA/Recovery Plan Review Working Party report be received; and
2. The Working Party meets on Wednesday 27 April 2016, at 3.30pm.

**8.2 NDRP Funded Flood Mitigation Project**

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

<b>Milestone</b>	<b>Original Target Date</b>	<b>Current Target Date</b>	<b>Status</b>
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

The Bassendean SES Unit has acquired a mobile scaffold unit and intends fixing the bands to the poles to be used in a training exercise in handling the new unit.

The unit is awaiting delivery of the scaffold.

**OFFICER RECOMMENDATION– ITEM 8.2**

That NDRP Flood Mitigation Project report be received.

### **8.3 Flood Height Research**

At the last meeting, questions were asked of the veracity of the flood height data being used for the current and previous flood mitigation projects.

The following information has been received from Simon Rodgers (Supervising Engineer, Floodplain Management, Department of Water):

*“At present the 1 in 100 AEP mapping you would have received in 2008 is the best information available. However, you may be aware that we (in partnership with the EMRC and local governments) have commenced a project to review this information and we expect new mapping to be available within the next 18 months.”*

See attached the EMRC’s “Understanding and Managing Flood Risk in Perth’s Eastern Region” Fact Sheet.

Stage one (Flood Hydrology in the Swan and Helena Rivers) in the 4 stage project has been completed and the report was recently released.

This report models water flow in cubic metres per second at specified measuring stations of both Rivers during flooding events.

The water volume model takes into account several variables including the dryness of the hinterland; whether there is intense periods of rain during the storm event and if so when within a 7-day storm event that occurs; and so on. Each variable can be changed and the model re-run to produce a volume flow figure for those set of factors at that location.

The modelling has been done for floods up to a 1:2,000 year event. It is said to be robust and peer tested for reliability.

The next phase in the EMRC program is to prepare a digital terrain survey and hydraulic modelling (Flood Height data) for the whole of the Eastern Region utilising the hydrology model and overlaying variables such as storm surge, tide, etc.

EMRC is seeking partners to complete this stage and is estimated to cost \$80,000.

An AWARE funding round is currently open for which the amount could be acquired if the applicant was the EMRC in collaboration with the impacted LGA's.

### OFFICER RECOMMENDATION– ITEM 8.3

That the Town of Bassendean partner with the EMRC and submit an application for funding to the SEMC for AWARE funding to produce a “Digital Terrain Survey and Hydraulic Modelling Report” for the Swan and Helena Rivers in the Eastern Region.

## **8.4 EM Role on Duty Statements**

There has been discussions on acknowledging the role of LG in an emergency event by including it in Position Description Forms. It was first muted at an exercise conducted with officers of the Town three years ago and was highlighted again in the joint exercise conducted with Bayswater in 2015 as remaining an opportunity for improvement.

WALGA EM Coordinator, John Lane, advises the best approach is to define the EM roles specific to that position be included within each individual's PDF. This is the approach taken by Mundaring and Wanneroo, however, he is of the view that a generic statement may suffice for the Town.

The Human Resources Coordinator has proposed the following text be inserted generically to all PDF's:

*‘Within the scope and limits of the position, actively contribute in planning for, responding to and recovering from significant community emergencies’.*

In so doing, it is anticipated that EM will gain authority and lead to effective training regimes to ensure those skills required to perform those duties are in place.

Industrial implications could flow from this, including requiring the changes be negotiated with the employee and that requests for reclassification based on additional responsibility may follow.

The DCD suggests the establishment of a working group of the LEMC to consider the best approach for the Town and to report back on their findings.

#### OFFICER RECOMMENDATION– ITEM 8.4

That a working group comprising: \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_, and the DCD be established to consider recognition of EM functions in duty statements for officers of the Town and to report back on their findings to the LEMC.

### **8.5 Emergency Management Agency Reports**

#### State Emergency Management Committee (SEMC)

The March edition of the SEMC Communique can be found at:

<https://www.semc.wa.gov.au/publicationsandresources/Documents/SEMCCommuniqueMarch2016.pdf>

#### District Emergency Management Committee (DEMC)

The second meeting of the Central DEMC was held on 24 March in the City of Perth.

There were three deputations: Workshops on identified Risks in the District; State Preparedness Report 2015; and Bushfire Arson.

Other business of the meeting included: Confirming the DEMC's Terms of Reference and Business Plan; and LGA's and Agencies Reports.

#### North & East Metropolitan Recovery Group

No report.

#### WALGA EMAG

The March 2016 edition of the WALGA EM news is attached.

The WALGA EM Advisory Group met on Tuesday 15 March. No minutes are available at this time.

WALGA confirms that the DFES has agreed to review the LGGS funded through the ESL. WALGA has engaged consultants to assess the true cost of EM functions by LGAs. Workshops are to be held in April and May on the project.

### OFFICER RECOMMENDATION – ITEM 8.5

That the Emergency Management Agency Reports be received

### **8.6 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.

#### Ashfield Flats Fire 2015

At the last meeting, there was some discussion on the released PIA into the March 2015 Ashfield Flats. Attached please find a copy of the document.

The report made several risk mitigation recommendations including among others, installation of fire breaks and hard stand tracks, education and pre-fire season site inspections.

Some of the recommendations have been acted on while others are being planned to be actioned.

It is acknowledged that more likely the Ashfield Flats fires were ignited by children who are assumed to be less knowledgeable about the volatility of fire behaviour. As a mitigation strategy, the Town has sought signage from the Arson Squad and will erect them at entry points to Ashfield Flats and the Town's other hot spot - Pyrton, in the lead up to the summer fire season.

This is supported by officers at DFES.

#### Annual Exercise

At the last meeting, it was resolved that a working party be convened to consider the scenario for the annual exercise to be staged on 1 June 2016.

The exercise scenario is proposed to be response (including an evacuation) and recovery from a truck v train incident in the Town where the truck tank is ruptured and toxic plume emitted.

It is agreed the 2017 exercise to be a joint exercise with the City of Bayswater on community recovery utilising the 2015 Duel Storm scenario.

This is put for discussion.

**OFFICER RECOMMENDATION– ITEM 8.6**

That post incident and post exercise reports be received.

**8.7 Contact Details and Key holders**

The current Contact Details and Key holders details will be circulated at the meeting for any update requirements.

**OFFICER RECOMMENDATION – ITEM 8.7**

That the Committee members' contact details be confirmed as amended

**8.8 Budget Item Consideration**

Items for consideration in the 2016/17 Budget are required to be considered at this meeting.

The Committee would recall that funding for a Variable Message Board was sought and allocated in the 2015/16 budget. Committee recommended and it was approved that 50% of the purchase price of \$30,000 would be required to be generated from alternative sources. No suitable alternate source of funding has been identified and the funding was lost in the February budget review.

The DCD still holds that the provision of a VMB would be valuable for community resilience through awareness messages and with response and recovery capacity.

It is proposed the full \$30,000 be sought in the new budget to achieve the objective.

**OFFICER RECOMMENDATION – ITEM 8.8**

That \$30,000 be referred for consideration in the draft 2016/17 budget for the purchase of a Variable Message Board to strengthen emergency management capacity in the Town.

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

Members are invited to discuss:

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

**OFFICER RECOMMENDATION – ITEM 8.9**

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, 1 June 2016 commencing at 3.30pm.

# Emergency Management News

MARCH 2016



## Issue 3

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## Natural Disasters to Cost Australia \$33 Billion Per Year by 2050

**The total annual cost of natural disasters in Australia is expected to increase from \$9 billion to \$33 billion by 2050, according to two reports launched today by the Australian Business Roundtable for Disaster Resilience & Safer Communities.**

The reports, *The Economic Cost of the Social Impact of Natural Disasters*, and *Building Resilient Infrastructure*, deliver the first economic analysis of the social impact of natural disasters, and the benefits of ensuring infrastructure assets are more resilient to extreme weather events. They build on the previous work of the Roundtable to call for a better way to prepare for natural disasters.

Speaking on behalf of the Roundtable, IAG Managing Director and CEO Peter Harmer said the two new reports, prepared by Deloitte Access Economics, reveal that social devastation and the impacts to infrastructure can be the longest lasting and most significant consequences of natural disasters.

“The reports show the long-term cost of the social impact of natural disasters on our communities and economy, and the benefits of embedding resilience into planning decisions for critical infrastructure. We need to do more to help

our communities prepare for and recover from disasters. Sadly the devastation of bushfires, flood and earthquakes on our communities can last for years, if not decades," Mr Harmer said.

**For more information, and to download the reports, please visit our [website](#).**

## 2016 Resilient Australia Awards

**The 2016 Resilient Australia Awards are now open.**

The Awards recognise and promote initiatives across the nation that support and strengthen community disaster resilience. If your Local Government has an innovative project that makes communities safer, more resilient and better prepared for disasters, we encourage you to enter.

In 2015, the City of Mandurah were the overall winners of the Australia Government Award Government in WA going on to receive a highly commended award at the National Award Ceremony.

The City of Cockburn and the City of Greater Geraldton both received highly commended awards in this category for their individual projects. Applications close Thursday, **9 June**.



**For more information, visit the Attorney-General's Department's [website](#) or email the [Resilient Australia Awards Manager](#).**

## Local Emergency Management Guide and Model

**The SEMC Secretariat have recently reviewed and published the [Local Emergency Management Guide and Model \(2016\)](#).**

The guide has been developed to provide a resource to assist local government and local emergency management committees to meet their obligations under the Emergency Management Act (2005) and develop compliant, effective and contemporary emergency management arrangements based on best practice principles.

The State Emergency Management Committee (SEMC) discuss at each meeting, the status of Local Emergency Management Arrangements (LEMA). At the meeting held on 1 March, Ricky Burges as the member representing Local Government was alarmed to see the number of Local Governments who have not reviewed their LEMA and/or submitted it to the SEMC for noting.

LEMAs are a statutory obligation under the Emergency Management Act 2005

and document the resources, key contacts, local recovery arrangements for each local government. With recent fires devastating Western Australian communities and impacting significantly on Local Government business, it is critical for these documents to be current and prepared to assist in response and recovery.

Ricky Burges will be writing to each council personally, to encourage councils to review their LEMA and ascertain any challenges that may exist with the development or review process.

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## Review of the Local Government Grants Scheme

**Following advocacy by WALGA last year, the Minister for Emergency Services and Department of Fire and Emergency Services have agreed to a comprehensive review of the Local Government Grants Scheme in close consultation with WALGA, to enable changes to be implemented through the LGGS operating and capital grant program for the 2017/18 financial year.**

In addition, the Association is conducting an in depth analysis of the sectors costs and resourcing requirements associated with current and proposed emergency management functions to enable a report on the adequacy of the Emergency Services Levy and identification of sustainable funding options for Local Government to be prepared.

**WALGA will be engaging members to inform this work shortly via a survey and member workshops. An info page was released last Friday, to read the Info Page click [here](#)**

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## SEMC Meeting Communique

**The SEMC met on 1 March for the first meeting of 2016.**

Prior to this meeting, the SEMC considered two items out of session—  
Emergency Alert Funding and the Revised Capability Framework.

**For more information on the discussions and outcomes of this meeting read the [SEMC Communique](#).**

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## Local Government Emergency Management Advisory Group

**The Local Government Emergency Management Advisory Group met on the 15 March 2016.**

It was a productive meeting with issues raised from within the sector with regards to traffic management during emergencies and local government participation in the use of the Bushfire Risk Management System. WALGA policy team shared results from the survey and key themes from the Round

Table which informed WALGAs submission to the Special Inquiry Waroona Fires. This submission will be released once it has been through the WALGA State Council process.

The LGEMAG would like to farewell Darryl Eastwell, from the Town of Port Hedland. Darryl has been a valuable member of the group and we wish him all the best as he heads to another role prior to retirement!

**The next meeting will take place on the 14 June 2016. For more information about this group please contact John Lane by [email](#).**

WALGA

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