

MINUTES
LOCAL EMERGENCY MANAGEMENT COMMITTEE HELD IN THE SHIRE CHAMBERS
Friday 19th August 2022 AT 10.05 am

1 RECORD OF ATTENDANCE

Shire of Boyup Brook

Cr Darren King

Dale Putland – Chief Executive Officer

Jason Forsyth – Manager Works and Services

Carolyn Mallett – Deputy Chief Executive Officer

Angela Hales -Environmental Health Officer/St John Ambulance

Donna Forsyth – Ranger

Maria Lane – Executive Assistant

Chief Bush Fire Control Officer

Tristan Mead

Communications Officer

David Fortune

Volunteer Fire & Rescue

Matt Cole

Police

Sergeant John Bouwman

Senior Constable Tara Spencer

Sergeant Phil Huggins

Department of Communities

Renee Flaxman – Senior Project Officer SW

Microsoft Teams

DFES

Vikram Cheema – District Emergency Management Advisor SW

Nathan Hall - District Officer Emergency Management

Water Corporation

Mel Robertson

VFRS Captain

Clinton Wawilow

Department of Communities

Ryan Hamblion – Senior District Emergency Service Officer

APOLOGIES

Shire of Boyup Brook

Cr Richard Walker – Shire President

Department of Fire and Emergency Services

Christopher Sousa

DPIRD

Julie Webber

DFES

Carla Paterson

2 CONFIRMATION OF MINUTES

2.1 Local Emergency Management Advisory Committee

BACKGROUND

That the Minutes of the LEMC Committee was held on 6th May 2022

Minutes of the meeting are attached.

COMMITTEE RECOMMENDATION - Item 2.1

MOVED: Donna Forsyth

SECONDED: Angela Hales

That the Minutes of LEMC Committee meeting 6th May 2022 be confirmed as an accurate record.

CARRIED

Res 22/8/98

3 Next Meeting Date for 2022

Date: 10th November 2022 at 10am

Venue: Shire Chambers

4 LEMC Contact Details

Please provide updated details if necessary.
(refer to attachment 4)

5 GENERAL BUSINESS

5.1 St John Ambulance update

Changes to mask wearing to occur from 15 Aug 22 to be brought in line with new statewide blue alert level. (WA Health COVID-19 Framework for System Alert and Response).

PPE and RAT's respiratory disease

P2/N95 Respirator (appropriately fit checked and tested) and eye protection continue to be mandatory for all patient-facing interactions with respiratory symptoms.

- A Monkeypox Clinical Practice Guideline has been released for all officers
- Gowns/coveralls and gloves for all patient-facing interaction continue to be required for any direct contact, droplet or airborne risk.
- Patients will still be required to wear a mask if clinically appropriate and able to do so.

Public health and social measures impacting St John:

Subject to changes advised on Mon 15 Aug 22

Vaccinations:

- Required for all officers to remain operational
- CV booster also required

Resourcing (Pers):

- Boyup Brook continues to be impacted with transfers rosters not being filled each week.
- Recruiting continues to be a focus with 2 x EMR officers transitioning to EMA in the coming month.

5.2 Public Health update

Coronavirus:

Ongoing changes to public health measures.

Masks are strongly encouraged indoors and where physical distancing is not possible.

CV care at home operating with the provision of pulse oxy to all members over 60 in the LG, CRC and hospital have been provided with supplies to assist with distribution.

Monkeypox (MPX) virus:

On 26 July 2022, Australia’s Chief Medical Officer, Professor Paul Kelly, declared MPX a Communicable Disease Incident of National Significance in Australia. As of 9 August 2022, there are 66 confirmed cases in Australia, with 2 cases in WA. While the risk to the WA community is low, returned travellers from areas with MPX cases are being urged to monitor for symptoms.

MPX is a viral zoonotic disease which causes monkeypox. Symptoms may begin with rash and sores, swollen lymph nodes, fever, headache, muscle aches, backache, chills and exhaustion. The infection is usually mild, and most people recover within two to four, however infants and immunosuppressed people, can be at higher risk of severe disease. There are vaccines available in Australia, however due to limited supply, access to vaccines will be prioritised for the highest risk groups.

Foot-and-mouth/Lumpy skin disease preparedness:

Currently DPIRD are conducting information sessions around the state.

- Ensure livestock producers are aware of the disease signs and know what they should be doing to prepare and protect their stock.
- Provide information on the risk mitigation measures that are in place and can be put in place at a farm level. (Farm biosecurity plan)
- Provide information on response arrangements should we get a case of FMD or LSD in Australia.

Provision of fact sheets via their website and continual sharing of factual information.

WALGA held an LG information session on Monday 15 Aug with the focus on disposal and compliance.

Japanese encephalitis

In February 2022, Japanese encephalitis (JE) was detected and confirmed in piggeries in Victoria, Queensland and New South Wales. On 4 March, cases were detected in South Australia. There are currently more than 70 infected piggeries across the four states.

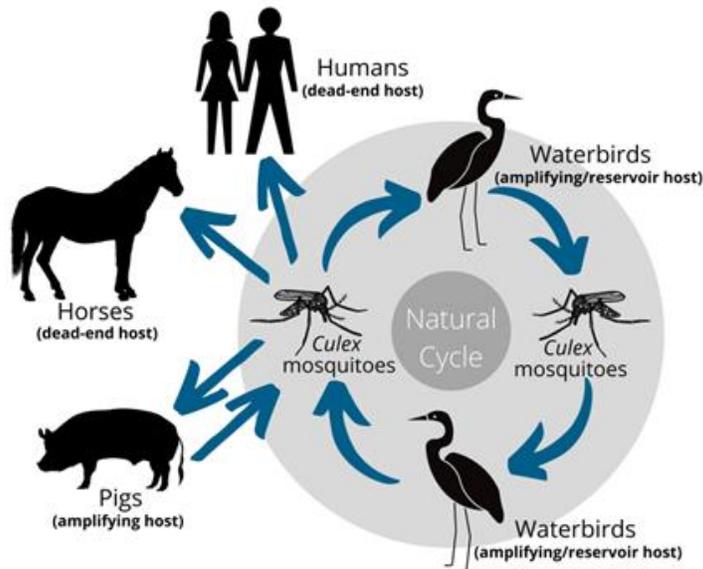
Japanese encephalitis is a serious disease caused by the Japanese encephalitis virus (JEV). It has been declared a Communicable Disease Incident of National Significance. We will update this alert with the latest medical advice and official reports.

Humans can catch JEV if they are bitten by infected mosquitoes.

Only about 1 out of 100 people who catch JEV will experience symptoms.

For people who have symptoms, Japanese encephalitis can cause death or permanent injury to the brain and nervous system.

A survey of piggeries in LG has been commenced by the DoH. Information will be provided in the newsletter to alert horse and pig owners in the LG in coming months.



All the above communicable diseases within the livestock industry are managed by the AUSVETPLAN and these are available via <https://animalhealthaustralia.com.au/ausvetplan/>

Animal Health Australia (AHA) manages the development and review of the Australian Veterinary Emergency Plan (AUSVETPLAN) on behalf of its members. AUSVETPLAN contains the nationally agreed approach for the response to emergency animal disease (EAD) incidents in Australia.

Additional insight into the impact of a FMD outbreak can be found in the SEMC 2019 Emergency Preparedness Report Chapter 7 Animal and Plant Biosecurity.

5.3 Vikram Cheema - District Emergency Management Advisory – Report

Foot and Mouth Disease

A key area to consider is the recovery from the local communities point of view if there is an impact DPIRD for state arrangement at the state and national level as well, there is a significant coordination from response and immediate recovery in terms of animals but also local governments point of view from recovery is understanding the impact from the community especially farmers and people in this direct service industry related to animals so I think we will get direction on that if it was to eventuate but at this stage we will be watching at a district level as well, we have been really well informed by DPIRD so thank you.

1st Quarter 2022/23

State

Local Emergency Management Arrangements (LEMA) Review

In late 2019 the State Emergency Management Committee (SEMC) approved a sector-led review of Local Emergency Management Arrangements (LEMA) requirements and responsibilities.

The request for a review was driven by reports from across the sector that current LEMA inclusions, processes for development and effectiveness are no longer fit-for-purpose, and that there is a need to consider other approaches that may better build, support, and communicate emergency management capability.

The State Emergency Management Committee (SEMC) Business Unit and the WA Local Government Association (WALGA) are working with key stakeholders to identify issues with LEMA and investigate and develop options for streamlining the LEMA process.

This is a significant opportunity to reshape the current LEMA and improve processes to better fit with the changing landscape of emergency management and ensure they are fit-for-purpose, contemporary, scalable, and sustainable.

After the LEMA review, a LEMA Improvement Plan will be developed, including an implementation plan.

The review consists of the following key activities:

1. Consultation and engagement with key stakeholders to obtain feedback on LEMA.
2. Prepare a draft consultation and recommendations report based on feedback.
3. Pilot projects or exercises to test new LEMA approaches.
4. Produce a LEMA Improvement Plan, including an implementation plan.

Funding

- The National Disaster Risk Reduction (NDRR) Grant Program applications closed on 6 May 2022.
- The applications for the All-West Australians Reducing Emergencies (AWARE) Program, 2022-23, closed on 10 June 2022.

District – South West

COVID-19: Department of Health (HMA) facilitates regular Operations Area Support Group (OASG) meetings. Additional OASG meetings are held to share time-critical information with the emergency management stakeholders and local government representatives.

SW DEMC: Next meeting is due on 11 October 2022.

Local

- *South West LEMA Review Workshop will be conducted on 14 September at the City of Bunbury. More information to follow on the workshop timings and invitation in due course.*
- *Copy of the Local Emergency Management Arrangement – Status is attached to this report. Please check the due date for the five-yearly LEMA reviews and allow a minimum of six months to complete the LEMA review process.*

5.4 DFES – Nathan Hall

- **Australian Fire Danger Rating System (AFDRS)**
The new nationwide AFDRS commences on the 1st September 2022. The system will enhance public safety and reduce the impacts of bushfires by improving the scientific accuracy behind fire danger predictions and improving how fire danger is communicated to the public.
The AFDRS will;
 - o Incorporate new science based on 50 years of bushfire knowledge
 - o Accurately reflect more fuel types across Australia's landscape
 - o Better predict fire danger conditions
 - o Simplify and improve public information about fire danger and what actions to take

- o Support strategic planning, operations, and long-term risk mitigation
- o Allow for continuous improvement based on new and changing scientific knowledge, climate, and fuel.

Introduction training for volunteers is now available via EAcademy and a presentation is available for local governments by DFES regional staff on request.

- **DFES LSW Volunteer Fire and Emergency Service (VFES)**
A 12-month trial is underway for a LSW VFES unit that aims to provide regional support to existing DFES teams such as the ICV team and allow for the creation of new teams such as a mitigation team. It is envisioned that the VFES will incorporate six teams initially and allows for growth going forward.
- **Vehicle Identifier Stickers**
Vehicle identifier stickers for 2022/23 bushfire season are now available to be ordered. The stickers are able to be ordered, registered and distributed by local governments to provide easier access for volunteers and staff during incidents at locations such as vehicle control points.
- **AVL Roll-Over and Crash Detection**
There have been several improvements to the AVL system functionality and configuration since the initial trial in 2016. There is an upcoming trial to test the Roll Over and Crash Detection functionality on selected vehicles with the intent to implement these functions in DFES vehicles across the state. The trial will be conducted by DFES Operations and ICT to determine if the capability can be activated without triggering excessive false alarms.
- **Plantation Fire Fighting**
The new Plantation Fire Fighting resource has been recently implemented, with the Shire of Boyup Brook actively participating in the training. The training will be rolled out to the rest of the State following feedback from the training to date.

5.5 Department of Communities –Renee Flaxman

- Department of Communities staff from the All-Hazards Unit have completed four deployments to NSW Flood Recovery affected areas between May and June. Staff were placed throughout the region. I was placed in Lismore and was stationed at the Lismore Recovery Centre as the Manager. As well as recovery Centre functions, staff completed outreach work in the community specifically to remind the community to apply for the grants available to them, logistics predominantly around donations, and welfare boxes.
- COVID: April – July, Communities was assisting approximately 150 individuals at the start of April, majority with families, and since then, it has been decreasing to ‘business as usual’, especially with the focus now on ‘living with COVID’.
- Regular training sessions, predominantly for Communities staff is being facilitated over the ensuing months so staff are prepared and ready to respond for the high threat season. The reason for the focus on Communities staff is because of the inability to provide training the last 2 -3 years due to the COVID pandemic restrictions.

5.6 a Carla Paterson - DFES

Please be advised that following a comprehensive review, the SEMC has approved publication of the revised [Traffic Management During Emergencies Guidelines \(the Guidelines\)](#). The Guidelines, effective 10 August 2022, are now available on the SEMC website. This includes updated word versions of the [Traffic Management Checklists and Templates](#) and revised [Traffic Management Aide Memoire](#).

Key changes to the Guidelines include:

- Revision of the Glossary to reflect current and contemporary terminology.
- Vehicle Control Point information reflects current practice including additional definitions.
- Full and Partial Road Closure definitions provided in more detail.
- Information about Reopening Roads updated to reflect contemporary knowledge.
- The previous Annexures A: State Road Network; Annexure B: Traffic Planning within the IMT; Annexure C: Risk Assessment Considerations; Annexure D: Vehicle Control Point diagram; Annexure E: Lane Control; and Annexure F: Sample Traffic Management Plan have been removed and replaced with new or amended versions to reflect current traffic management practices (as outlined below).
- New appendices have been developed including Appendix A: Traffic Management Plan Template; Appendix B: Road Opening Assessment; Appendix C: Road Opening Checklist; Appendix D: Traffic Management Aide Memoire and checklist; and Appendix E: Vehicle Control Point Operators Checklist to incorporate current traffic management practices and provide additional tools for traffic management.

Full details of amendments to the Guidelines and consequential amendments to the State EM Policy section 5.8 and State EM Plan section 5.3.3 are provided on the amendments page on the [SEMC website](#).

This email was sent to executive officers of SEMC subcommittees/Reference Groups, DEMAs, HMAs, and agencies responsible for State Hazard Plans/State Support Plans.

Please inform your stakeholders as appropriate, with consideration for advising personnel who are required to use the Traffic Management Checklist and Templates.

For any queries, please email semc.policylegislation@dfes.wa.gov.au

Carla Patterson | A/Senior Policy Officer

Department of Fire & Emergency Services | 20 Stockton Bend, Cockburn Central WA

E carla.patterson@dfes.wa.gov.au W www.semc.wa.gov.au T 08 9395 9714

5.6 b Carla Paterson - DFES

The All-Hazards Evacuation Flagging Guideline was reviewed following feedback from emergency management stakeholders. The consultation process identified that the use of green bags in evacuation flagging is not commonly used and is not considered contemporary practice in Western Australia.

Please be advised that following consultation, the SEMC has approved:

- the revocation and removal of All-Hazards Evacuation Flagging Guideline from the suite of State EM documents.
- removal of Evacuation Flagging from State EM Plan section 5.3.2.

The State EM Plan section 5.3.2 and the WA Community Evacuation in Emergencies Guidelines are available to assist agencies in planning for and conducting community evacuation for all hazards.

Details of amendments to the State EM Plan are available on the [SEMC website](#).

This email was sent to executive officers of SEMC subcommittees/Reference Groups, DEMAs, HMAs, and agencies responsible for State Hazard Plans/State Support Plans.

Please inform your stakeholders as appropriate.

6. OUTSTANDING REPORT

Q. Cr Darren King

Was there any discussion at DFES regarding a new radio tower for Boyup Brook?

A. Nathan Hall

I have contacted our Communication Manager, Mr Alan Brown for an update. At this stage, the option that has been explored is to utilize the existing Optus radio tower in Boyup Brook as an alternative site, that tower has recently changed in management to two companies which is ATN and Axicom who have been reasonably accommodating with considering a proposal by DFES.

There are still costs associated with this, at or above \$100,000 in capital funding for this to occur so the state is currently chasing capital funding for that project to go ahead. Unfortunately, with this there is no given time frame at this stage for the project to be completed, given the requirement to reach an agreement with the new Managers and obtaining additional state funding for that project.

Q. Dale Putland

We were going to co-locate the shire radio equipment on the new DFES tower, obviously the current tower has the shire equipment which also services the local bush fire brigades and St John, did the negotiations include transferring that equipment as well or only the DFES equipment?

A. Nathan Hall

I was not aware of that section fully myself; I know that they did mention that discussions with St John's and the Shire need to occur but as part of the contract what may be arranged for that transfer, I am unaware of, sorry.

Q. Dale Putland

Can you find this out for the Shire, if it is not going to happen, we will have to look at trying to get funding to put up an additional tower or replace that tower ourselves to be able to maintain emergency services communication and shire for our recovery communications through this area.

A. Nathan Hall

I can definitely enquire to see if that could be a consideration as part of it, I do not know what contributions need to be made by St John's or the Shire as part of that, I will ask for this to be included in the discussions.

Response from Angela Hales

A significant contribution has been already committed by St John, we have had discussion with Optus previously, Darryl Church is our point of communication, and he was dealing with DFES and Optus, so I am not sure if you have touched base with him to get some background on what has happened previously?

Response from Nathan Hall

I have Darryl's contact details.

Q. Phil Huggins

Phil asked if a desktop exercise is going to be coordinated soon.

A. Donna Forsyth

Foot-and-mouth/Lumpy skin disease desktop scenario was to be conducted although DPIRD declined invite as they were doing a district approach regarding biosecurity preparedness. There was not enough time to develop a Fire Emergency scenario that would be relevant to the area prior to this meeting. We will liaise with the x-ray team and develop an exercise for the next meeting.

Q. Angela Hales

LEMC agreed on the 2nd February that a letter be written in relation to Telstra communications to DEMC regarding the battery backing-system on mobile telephone towers.

We had a planned outage 6 weeks ago; Telstra was going to provide a generator to the tower which did not happen. This letter needs to be followed up.

A. Dale Putland

A letter was posted out to the DEMC – Superintendent of the SW District , this will be followed up before the next LEMC meeting.

7. CLOSURE OF MEETING

There being no further business the Chairperson, Cr Walker thanked all for their attendance and declared the meeting closed at 10.33am