

Augusta Margaret River Local Emergency Management Committee

Agenda

For the meeting to be held
Wednesday, 20 May 2020
Margaret River Council Chambers
41 Wallcliffe Road, Margaret River
Commencing at 4.30pm

Notice of Meeting

Please be advised that a meeting of the Augusta Margaret River Local Emergency Management Committee will be held on 20 May 2020, commencing at 4.30pm

Margaret River Council Chambers
41 Wallcliffe Road
Margaret River WA 6285

This particular meeting will be closed to members of the public.

If you are unable to attend the meeting, please contact Lisa Garstone, Executive Assistant.

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Order of Business

| Agenda Listing | Subject |
|-----------------------|----------------|
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Notice of meeting

Order of business

- 1.0 Declaration of opening**
- 2.0 Attendance / Apologies / Non-attendance**
 - 2.1 Attendance**
 - 2.2 Apologies**
- 3.0 Question time for the public**
- 4.0 Disclosure of members' interests**
- 5.0 Confirmation of minutes of previous meeting**
 - 5.1 Local Emergency Management Committee Minutes: 11 February 2020**
- 6.0 Business arising from previous minutes**
 - 6.1 Action List**
- 7.0 Reports from Shire Officers and Delegates**
 - 7.1 Department of Biodiversity Conservation and Attractions**
 - 7.2 Department of Communities**
 - 7.3 Department of Fire and Emergency Services**
 - 7.4 Department of Health**
 - 7.5 Shire Bush Fire Brigades**
 - 7.6 Shire Human and Community Services**
 - 7.7 State Emergency Services**
 - 7.8 St John Ambulance**
 - 7.9 Surf Life Saving WA**
 - 7.10 Volunteer Fire and Rescue Service**
 - 7.11 Volunteer Marine Rescue**
 - 7.12 WA Police**
 - 7.13 Water Corporation**
- 8.0 General business**
 - 8.1 LEMC Exercises/Meeting Locations – Nathan Hall, DFES**
- 9.0 Matters for which the meeting may be closed (Confidential Items)**
- 10.0 Closure of meeting**

5.0 Confirmation of minutes of previous meeting

5.1 Local Emergency Management Committee Meeting Minutes: 11 February 2020

RECOMMENDATION/LEMC DECISION LEMC2020/XX

That the unconfirmed minutes of the Local Emergency Management Committee Meeting held 11 February 2020 be confirmed as a true and correct record of the meeting.

Moved: TBA

Seconded: TBA

Carried: TBA

6.0 Business arising from previous minutes

6.1 Action List

| Date | Action Item | Action Update | Status | Actioning Officer |
|----------|---|--|-------------|---|
| 12/02/19 | Nathan to send through the spreadsheet from the Hypothetical power outage exercise to the LEMC to review and add notes. This will then go in as a Confidential Attachment in the Local Emergency Management Arrangements. | <p>Info sent through in regard to alternative power supplies and diesel and contacts. Also, a list of WAERN repeater sites across the region.</p> <p>This now needs to go in as a Confidential Attachment in the Local Emergency Management Arrangements.</p> <p>The hypotheticals are ongoing. Will pick the next topic from the high/extreme risk section of the Shires risk register. Will meet with Adam to work together.</p> <p>13/08/19: Nathan confirmed DFES has updated and confirmed repeater sites. Will release to Adam tomorrow. Identifying how long communication towers may last for during power outage. May want to use as an appendix in Arrangements.</p> <p>12/11/19: Nathan has been deployed over East. Roll over to next meeting.</p> <p>11/2/20: Rollover Nathan has been deployed</p> | In progress | Nathan Hall and Adam Jasper |
| 15/05/19 | Will need to look at better ways of managing aircraft refuelling at Augusta. | <p>13/08/19: Info passed through from Aero Club, Augusta. Dave passed to Shire. Looking into what they can do. Currently under review.</p> <p>12/11/19: Adam to follow up with Greg West.</p> <p>11/2/20: Still in progress.</p> | In progress | David Holland, Leisa Prangnell and RFDS |

Shire of Augusta Margaret River
Local Emergency Management Committee Meeting Agenda: 20 May 2020

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|----------|--|---|-------------|--|
| 13/08/19 | Members to review draft Red Cross MOU and provide comment for endorsement at November meeting. | <p>12/11/19: General business item. Roll over for further discussion pending the outcomes from the State Government review into non-prescribed events.</p> <p>11/2/20: Roll over to next meeting as Nigel is not in attendance.</p> | In progress | ALL |
| 13/08/19 | Luke, David and Adam to look into communications i.e. UHF radio contacts between local fire brigade and Police. | <p>12/11/19: Luke and Adam have started communications.</p> <p>11/2/20: Nothing to report as yet. Brendan Jordan stated that the St John's ambulances all have Waern radios.</p> | In progress | Luke Fowler, David Holland and Adam Jasper |
| 13/08/19 | Members to forward information/responses from the hypothetical exercise through to Katie for Nathan to compile and report back on outcomes at the November LEMC. | <p>12/11/19: Deferred to next meeting.</p> <p>11/2/20: Roll over to next meeting as no responses received as yet.</p> | In progress | ALL |
| 12/11/19 | Include the Environmental Health Emergency Management Plan in the Local Emergency Management Arrangements. Add Roma to the distribution list. | <p>11/2/20: Plan is going to Council at the OCM to be held 12 February 2020.</p> | In progress | Adam Jasper |
| 12/11/19 | The Recovery Coordinator and proxies to familiarise themselves with the SEMC endorsed Recovery Impact Statement procedure, guide and template. | <p>11/2/20: Roll over to next meeting as Nigel is not in attendance.</p> | In progress | Nigel Anderson |

7.0 Reports from Shire Officers and Delegates

7.1 Department of Biodiversity Conservation and Attractions – Ed Hatherley

- PowerPoint Presentation to be given at the meeting.

7.2 Department of Communities – Roma Boucher

- The Department has been busy with planning and arrangements in support of activation of the State Hazard Plan Human Biosecurity and State Emergency Welfare Plan (SEWP) with the following activities:
 - Weekly OASG meetings with HMA, Dept of Health and DEMC agencies on Tuesdays at 10am (Note: from the last meeting on 12 May, these meetings will be fortnightly until advised otherwise).
 - Fortnightly SW Recovery Group Meeting with convened by Vik Cheema, District Advisor, SW LGs and various agencies on every second Thursday at 1.30pm.
 - Weekly ES Unit meeting with DC Director of Emergency Services, unit staff and DESOs.
 - Much work being done by the Department and Metro DESOs, e.g.:
 - Setting up and rostering for the 13CoVid information hotline – 13 26 843 (7 days/week, 7am-10pm);
 - Meeting people at the airport and liaising during hotel and Rottneest Island isolation;
 - Some work in the Goldfields and Kimberley with border closures and people required to complete isolation/quarantine;
 - Working with travellers returning to bio security areas and requiring isolation following medical treat in Perth, etc.; and
 - Meeting regularly with response and recovery support agencies.
 - Variety of phone calls re SW LG issues – transient travellers, homelessness, welfare issues, etc.
 - Earlier work identifying accommodation facilities and food supply in the SW.
- With the activation of the SEWP and Michelle Andrews, DC Director General as the Chair and the appointment of a State Recovery Controller, Diane O'Neill, we are waiting on information as to how 'recovery' will look and any welfare assistance this Department may be required to provide to affected people. Several taskforces and working groups have been formed to identify potential needs and assistance. (Note: I have provided information regarding the Federal Government funding to the Charity sector to provide relief in the community, including relief to people on temporary visas.)
- Unfortunately, staff of this Department are not able to participate in Zoom meetings at this stage due to security. Microsoft Teams is the recommended method.

7.3 Department of Fire and Emergency Services

District Officer Capes LSW – Peter Thomas

DFES LSW Incidents & Arrangements

- The state had its first decent storm impact our region from 5 to 6 May. This created some widespread damage to both homes, businesses, infrastructure and caused the blockage of several roads from fallen trees.
- DFES LSW had staff and volunteers on standby to assist in both incident management and running of the Regional Operation Centre in Manjimup.
- Local SES crews received 52 Requests for Assistance (RFA). 35 were completed by SES teams, 17 cancelled / referred / rejected for various reasons.
- Most calls were for roof damage or fallen trees, ranging from replacing the water tank inspection hatch for an elderly caller, to making safe and tarping an entire farmhouse near Donnybrook.
- There has also been an increase in structure fires around the Busselton area with a total of 12 for this calendar year.

Training

- The Region has had to cancel some of its courses due to Covid-19, a plan was put into place to reinstate training and investigate possible alternative training options like utilising web-based platforms to deliver courses.

- Several volunteers were required to complete their annual Breathing Apparatus refresher. Due to the restrictions with Covid-19 this made it a challenge, so a trial web-based session has been conducted with great success.
- An initiative in sending out training themes to volunteers with articles to read and videos to watch has also been implemented. This allowed volunteers stuck at home to still be involved in brigade training and maintain enthusiasm.

DFES Regional Staff

- Regional staff had split into two teams, this was initiated to restrict the potential of an outbreak in the LSW which could have affected DFES operational capability. The teams were rostered 2 days in the office and 2 days at home, minimising contact between members however still maintaining service delivery.
- Since the easing of restrictions, we have now returned to our normal working arrangements.

Volunteers

- To keep our volunteers up to date we have been conducting weekly teleconferences to supply the latest Covid-19 news and any changes in our operating procedures. These have proved to be very successful with a nearly 100% attendance by Brigades from both the VFRS and SES.
- During the main stages of the Covid-19 restrictions Brigades had limited the activities on stations to essential checks and incident response only. Training and other meetings had been cancelled. Cleaning and social distancing measures were adopted with an audit of all PPE conducted. In the last few weeks we have been able to retract some of these conditions allowing Brigades to resume training and other activities, if they meet the social distancing guidelines.

7.4 Department of Health – Marie Tweedie Margaret River and Augusta Hospital (WACHS-SW) COVID-19

- LEOC established (meets 3 times per week) and reports directly to REOC then to EOC/SHICC.
- Daily SITREPS from the SHICC.
- Active cases now recovered without any hospitalisation.
- Clinic open 2 days a week (Tuesdays/Thursdays).
- Emergency swabbing can occur in Busselton if required.
- Emergency Zones set up on both sites. Red/Green and Amber.
- Staff drilled for each zone to create awareness.
- PPE stocks good.
- Education regarding PPE donning and doffing occurring.
- Workforce surveys to ensure staffing adequacy for the next 3 months.
- Testing requirements are fluid and change regularly.
- Social distancing measures for meetings and education undertaken.
- Reduction in ED presentations by 30%.
- Extra clinical Equipment is being sourced but there is delay due to national shortage of some products.
- Visiting hours have been decreased to 2 times per day 1000-1100 and 1900-2000.
- All visitors/contractors, including Doctors and allied health, MUST have a temperature check when presenting onto site and a declaration.
- Some elective procedures (Cat 2) will commence in Bunbury and Busselton. Margaret River has not been approved to proceed as yet.
- Infection control prevention measures have been strengthened through audits and education.
- Clinical education for upskilling for staff in ventilation is occurring across the region.

Fluvax

- Anyone now entering a residential care facility must provide evidence of an up to day vaccination against influenza.
- This includes ALL staff, contractors, visitors.
- Augusta staff now have 100% compliance with this.

- In light of the COVID-19 pandemic and current state of emergency in Western Australia, any direction issued pursuant to section 167 of the *Public Health Act 2016 (WA)* is enforceable in accordance with the Act.
- Emergency drills.
- ALL drills now have a 'COVID' flavour attached to them to ensure staff are aware of new processes in place and to ascertain variations and exceptions are drilled accordingly.

7.5 Shire Bush Fire Brigades – David Holland

Operational Incidents/issues

- 7 Responses since 11 February 2020: 2 Landscape Fires / 1 call of concern from public, 4 other/rubbish/vehicle/special service.
- We have had a remarkably quiet fire season so far in our own Shire as shown above.
- We issued a large number of Permits to Burn due to a new requirement for landowners to obtain a Permit for what was a previously exempt fire, namely 1 cubic meter of garden waste after 1800 hours.

Training Courses Conducted

- Bushfire Safety Awareness and Bush Firefighting Skills.
- Both are new courses designed for the new recruit fire fighter.

Procedures

- The end of the Prohibited Burning Season and the start of the Restricted Burning Season was delayed by a week to 23 March due to poor weather conditions.

Appliances / Facilities

- The Shire took delivery of a new 3.4 appliance to replace the old from Wallcliffe Station.

Administration

- The 2019/20 Mitigation Activity Fund has now been finalised and acquittal process is underway. New application for 2020/21 has now been submitted and is awaiting approval from Rural Fire Division. Shire of AMR risk register has now been completed and planning and treatments are being developed for those assets based on the rating achieved.

Other

- Due to the Covid-19 issues, Brigades stopped all training and meetings. Turnout procedures were developed to ensure that only a minimum number of crew numbers would respond to an incident in the first instance.

7.6 Shire Human and Community Services – Jason Cleary

Local Response and Recovery Program

- IMT enacted at early stages of COVID response.
- Shire wide rates increase freezes and waiving of non-regulated fees and charges.
- \$2m Community Care Package implemented.
- Vulnerable communities ring around underway with redeployed Recreation Centre staff who have completed Mental Health First Aid Training.
- Staff working from home and vulnerable employees database in place.
- Casual staff redeployed to areas of need.
- Hotline set up with customer service staff.
- Recreation Centre online fitness programs developed for community.
- Social distancing and work from home program in place for Shire employees.
- Closure of all facilities as per State Government guidelines and some variation of services in place (e.g. library click and collect).
- Planning underway for re-opening of some Shire facilities.
- Draft Local Recovery Plan being developed.

7.7 State Emergency Services – Dave Glasson Incidents & Events

- 4 March – Sugar Loaf Rock – land search – joint exercise with WAPOL and other LSW and SW SES units.
- 21 April – Ambulance assistance – Cosy Corner on Cape to Cape track.
- 25 April – Ambulance assistance – Augusta.
- 29 April – Ambulance assistance – Gas Bay – 2 events – linked with Rescue helicopter.
- 5 May – Extreme weather conditions:
 - Gracetown – roof damage.
 - Augusta hospital – structural damage.
- 6 May – Weather clean up:
 - Gracetown – secured water tank.
 - 6 x local Margaret River RFA's – damage to buildings and vehicles.
 - Team despatched to Busselton to assist Busselton SES.
- 8 May – Ambulance assistance – Cowaramup.

Training

- Regional training suspended due to COVID-19 precautions.
- Final Regional BGR training at Margaret River on 17 February.
- Joint Cave rescue familiarisation exercise held with caving groups on 21 March.
- Final full unit training held on Monday 16 March attended by District Officer.
- Four Unit members qualified for ATU operation.
- Unit training held weekly via ZOOM from 29 March.
- Plan to restart Regional training in small groups is under development.

Administration and Other

- Adrian Yates seconded to act as District Officer (DO) Natural Hazards LSW region until 14 June. David Hull acting Local Manager.
- ATU trailer sent for upgrade work, temporary hire trailer in use. No off-road capability during this period.
- General Rescue Utility Vehicle (Isuzu D-Max) evaluation – regional trials suspended during COVID-19 restrictions – awaiting notification of resumption.
- Weekly Regional COVID-19 update link using Web-ex run by DO for Unit management in Region.
- COVID-19 precautions instituted for all unit access and for all call out procedures. Additional cleaning regime at Unit.

7.8 St John Ambulance – Dane Hendry Augusta and Margaret River

- Reduced case load across the Region / Shire during the COVID response.
 - Seeing 25-40% reduction in workload until end April.
 - Volunteer access remains positive with no service interruptions.
 - New volunteers recruited in both locations over recent months continue their training processes.
- COVID response planning has been significant during the last quarter.
 - Interim changes made to clinical and operational practices to minimise risk to staff and patients.
 - Increased education and information regarding infection control and cleaning measures.
 - PPE access – regular counts at all response location allowing for state-wide control of supply.
 - Sourcing additional PPE from a wide variety of locations, inc. Mindaroo foundation.
 - First Aid training ceased statewide.
 - Volunteer training reduced to essential training only.
 - Public-facing offices closed or restricted to comply with social distancing.
 - Sub Centre meetings developed via video conferencing platforms.

- Consideration now leading toward the recovery phase and re-introduction of services as health changes allow.
 - First Aid training re-commenced in the metro area with COVID considerations in place. Unsure of re-introduction of regional training at this stage.
 - Committee meetings re-commenced with distancing restrictions.
 - Volunteer training to be considered in the near future if allowed.
- Event cancellations have impacted service availability.
 - Some evidence of event planning to re-commence tentatively.
 - Concern around numbers of events if there is a 'backlog' once restrictions ease.
- There has been a number of cases in recent months that have benefited from solid inter-agency responses, we thank all agencies for their timely and supportive responses, including:
 - SES Augusta and Margaret River.
 - VFRS Margaret River.
 - Marine Rescue Boranup.

7.9 Surf Life Saving WA – Nick Pavy Operations

- Lifeguard
 - New Lifeguard service established at Margaret River Rivermouth Beach for the Shire of Augusta Margaret River.
 - Initial one-year term. Return in December 2020 pending discussion with Shire.
- Wesfarmers Emergency Response Team
 - Initial mobilisation of team to support recovery of missing fisherman off rocks near Conto's on 25 April. Team stood down before assets deployed.
 - No other taskings between Feb and May within Augusta Margaret River area. One tasking to Sugarloaf Rock to assist in search for missing abalone fisherman resulting in approximately 12hours on water searching over two days.

Aerial Surveillance

- Westpac Life Saver Rescue Helicopter
 - State Government grant agreement renewed effective start of August 2019 through to May 2021.
 - Service profile is comparable to previous seasons with South West service starting on first weekend in September and concluding on last Sunday in April. Option to extend into May based on State Government request.
 - Extended operating area. Previously Bunbury to Margaret River, now Bunbury to Hamelin Bay.
 - Lifesaver 69 responded to two missing fishermen off rocks near Conto's on 25 April. On scene within 20mins of initial tasking from WAPOL Water Police. Rescue Crew despatched to assist surviving fisherman. One life saved; one lost.
 - Service will resume on first weekend in September 2020.

Other

- SLSWA Development Centre
 - Acquisition of property formally operating as the Margaret River Lodge.
 - Redevelopment will commence in the second half of 2020.
 - Intended to provide a location to conduct / base centralised training programs and development camps; including interagency MSAR training or scenarios.

7.10 Volunteer Fire and Rescue Service

Augusta

- TBA

Margaret River

- TBA

7.11 Volunteer Marine Rescue

Augusta – Herman Gerritsen

- Due to the pandemic, training has ceased. Vessels have been maintained and additional PPE has been put on the RV Ryall.
- 17 April - Police callout to Hamelin Bay to locate missing kayaker. Kayaker had gone out during the day and not returned at nightfall. Vehicle was still in the car park and person was reported missing. After Police discussion with partner it was called off.
- 25 April - Callout by Police to find two missing fishermen washed off rocks near Conto's Beach. RV Ryall was deployed but later withdrawn when missing fishermen were located.

Margaret River - Michael Beasley

- Margaret River Volunteer Marine Rescue has changed its name to Marine Rescue Margaret River.
- Due to the pandemic, there has been limited training activity.
- We had a call out on 25 April after being alerted by the Water Police, in which we deployed two of our jet skis and conducted a search for two rock fishermen off Slopey's Rock near Conto's Beach. In concert with the SLSWA rescue helicopter, which deployed a swimmer to assist in the water, one of the men was rescued and conveyed to shore where he was treated and taken to hospital. Tragically another rock fisherman who was in the water with him at the same time lost his life.

7.12 WA Police

Augusta

- Nil – meeting apology.

Margaret River

- TBA

7.13 Water Corporation

- TBA

8.0 General business

8.1 LEMC Exercises/Meeting Locations – Nathan Hall, DFES

- This item was carried over from the previous LEMC meeting on 11 February due to Nathan Hall being away on deployment. However, in light of the current COVID-19 situation, this item will again be carried over until the next LEMC meeting or until the COVID-19 situation has eased.

9.0 Matters for which the meeting may be closed (Confidential Items)

TBA

10.0 Closure of meeting