

# SHIRE OF JERRAMUNGUP



## MINUTES

### LOCAL EMERGENCY MANAGEMENT COMMITTEE

10<sup>th</sup> MARCH 2014

**A MEETING OF THE LOCAL EMERGENCY MANAGEMENT COMMITTEE HELD IN THE CAMERON BUSINESS CENTRE, JERRAMUNGUP ON MONDAY 10<sup>th</sup> MARCH 2014 COMMENCING AT 9.08AM.**

**MINUTES**

**1. OPEN AND WELCOME**

The Chairman declared the meeting open at 9:08am

**2. RECORD OF ATTENDANCE**

Mr Bill Parker	Chief Executive Officer
Mr David Edwards	Chief Bush Fire Control Officer
Mr Anthony Armstrong	OIC Jerramungup VES Unit
Mr Neville Blackburn	Department of Child Protection Family Services
Ms Sarah Matthews	DFES – Community Engagement Officer
Mr Peter Thurkle	CESM
Mrs Charmaine Solomon	Coordinator of Governance & Land Administration

**3. APOLOGIES**

Mr Harry Louw	Manager Town Services
Mr Steven Wadsworth	Ranger
Mr Ian Morris	OIC – Jerramungup Police
Mr Kevin Guy	Constable – Jerramungup Police
Mr Adam Smith	DFES

**4. CONFIRMATION OF MINUTES**

That the Minutes of the meeting held 9<sup>th</sup> December 2013 be confirmed.

**Moved: Anthony Armstrong / Seconded: Neville Blackburn**

**That the Minutes of the meeting held 9<sup>th</sup> December 2013 be confirmed.**

**Carried**

**5. BUSINESS FROM PREVIOUS MINUTES**

**Business arising from minutes 9<sup>th</sup> December 2013**

**5.1 Point Henry Exercise**

Peter Thurkle advised that he has spoken with Adam Smith and Adam has recommended not to hold a practical exercise for LEMC members, however Adam suggested that the local bushfire brigades should run a small scale practical exercise.

It would be more practical for LEMC members to hold a table top exercise with all key agencies involved.

Sarah Matthews suggested inviting Melanie Haymont as a member of the Bushfire Ready Group to participate in the exercise. Charmaine Solomon to send an invitation to Melanie Haymont.

David Edwards would like members from the Bremer Brigade to be encouraged to attend the table top exercise.

**Peter Thurkle to produce a table top exercise for the June meeting.**

## **5.2 Doubtful Island**

That LEMC investigate for 2014/15 a registration system for the Doubtful Island Peninsula including the installation of signage and the registration of visitors coordinated by WAPOL.

**Ian Morris to provide an update at the June meeting.**

## **5.3 Street numbering**

Bill Parker put together a draft notice suggesting residents purchase reflective street number to place on their property.

The Committee agreed that the Shire would be best to coordinate the distribution of the reflective street numbers.

Bill Parker will consider it as part of the budget deliberations.

Charmaine Solomon to look into the AWARE grant to see if street numbering could be considered under that program.

## **5.4 Aide Memoire**

To celebrate and broadcast this new publication, Sarah Matthews arranged a promotional opportunity.

Attendees that were photographed promoting the aide memoire included:

- DFES Superintendent Daniel Austin , Albany, Great Southern
- DFES Community Engagement Officer Sarah Matthews, Albany, Great Southern
- WAPOL Superintendent Cath Bullen, Albany, Great Southern
- DPaW, Regional Fire Coordinator, Mick Hand, Albany, South Coastal Region
- CEO, Shire of Jerramungup, Bill Parker
- CEO, City of Albany, Graham Foster
- Shire President, Denmark, Ross Thornton
- Chief Bushfire Control Officer, City of Albany, Ross Fenwick
- St John Ambulance Regional Manager, Denmark, David Schober
- VMRS, Denmark Sea Rescue, Training Officer, Derek Stone
- Shire Ranger, City of Albany, Deb Walker

Sarah Matthews provided LEMC members with articles that were placed in the Albany Advertiser and Weekender promoting the aide memoire.

The aide memoire is being distributed locally and has been well received.

### **5.5 Bushfire Patrol Program**

Sarah Matthews has been in contact with Bremer Bay, Gairdner and Jerramungup schools introducing the Bushfire Patrol Program.

The Principal of Bremer Bay Primary School has expressed her interest in the Program, Sarah Matthews is arranging to meet with the Principal to further discuss the Program and its benefits.

It is an interactive program designed to raise awareness and understanding of bushfires by students and their families. It will help students learn about fire weather conditions, bushfire behaviour, protection and warnings.

### **5.6 Tabards**

The Shire ordered 6 tabards for designated LEMC officers on the 5<sup>th</sup> February. The tabards have not been received by the Shire.

## **6. ITEMS FOR DISCUSSION**

### **6.1 Post – exercise reports**

Nil

## **7. ROUND TABLE**

### **7.1 Point Henry Fire Management Strategy**

The Shire is currently preparing a fire management strategy for Point Henry. The strategy looks at a range of issues and acknowledges that it is a high risk area. The recommended 20m wide building protection zone is a contentious issue with some residents in Point Henry.

The draft strategy is still out for public comment. Bill Parker recommended to LEMC members to have a look and make comment on the draft strategy.

Council will be presented with a series of recommendations hopefully before the Shire's bushfire notice is published again.

### **7.2 Point Henry Bushfire Ready Group**

Sarah Matthews informed LEMC members of the Bushfire Ready Group which has been formed, it is a community driven group which is supported by local brigades, DFES and local governments.

Sarah Matthews has met with the facilitator Melanie Haymont to discuss how to engage the residents of Point Henry. Melanie Haymont has had several meetings with community members encouraging local residents to work together in preparing their families and properties against a bushfire in Point Henry.

Sarah Matthews and Melanie Haymont have put together a letter which will be accompanied with an information form and reply paid envelope to be completed by landowners in Point Henry. The information will then be

distributed to local brigades and the Department Child Protection for their records.

A draft copy of the letter and information form is attached to the minutes.

Sarah Matthews requested assistance from the Shire to arrange for the mail merge.

### **7.3 Smoke Alarm Laws**

Sarah Matthews provided information on the new smoke alarm laws effective from 1<sup>st</sup> May 2014.

A copy of the new laws are attached to the minutes.

### **7.4 Review of SEMP 2.5**

Peter Thurkle requested LEMC members review SEMP 2.5 Emergency Management in Local Government Districts.

A copy will be emailed to members for review.

### **7.5 Report on South Hampton Fire**

Neville Blackburn advised the Committee on the Post Incident Analysis (PIA) of the Kings/Southhampton Bushfire in Bridgetown.

The report raises issues on evacuation centres and the responsibility of identifying evacuation centres.

Neville Blackburn noted that the Department Child Protection won't send staff in area where a watch and act alert is in place.

## **8. NEXT MEETING**

The next LEMC meeting is scheduled for Monday 9<sup>th</sup> June 2014 to be held in Jerramungup Community Resource Centre commencing at 9.00am.

## **9. CLOSURE**

The Chairman closed the meeting at 10.11am.



Dear Landowner:

As you are hopefully aware there has been a lot of discussion about bushfire preparedness on point Henry after the 2012 fires around Bremer Bay, One of the outcomes of these discussions was to form a Bushfire ready group, The objective of a bushfire ready group is to be a local community driven action program to encourage local residents to work together in preparing their families and properties against bushfire, I am the facilitator of that group. We are hoping to improve the resilience of our community by networking, sharing ideas, information and experiences and also to develop and implement strategies and risk awareness . I also personally hope that through this we can all get to know each other a little better and develop a better sense of the great community spirit that exists out here on the Point.

To achieve some of these out comes I wish to develop a phone tree and a basic register of what fire fighting equipment is on your property I.e. water, pumps, hoses, and also what system you have in place for protection of your property i.e. perimeter sprinklers ,roof sprinklers , generator (so if possible in the event of a fire neighbours can help to enact your plan in your absence)

The primary purpose of a phone tree is to warn residents of a fire approaching or in the area and to provide information when it is available.

Phone trees may also be used in non-emergency situations to notify you of meetings or other relevant information, you won't be bombarded with too much information!

The information you provide will be shared with the local Bushfire Ready group, and other residents of the point , strictly for Bushfire ready group purposes only, in relation to a bushfire preparedness view point.

This information will not be used to gauge compliance with any Local Government regulations.

If you require any more information regarding the Bushfire ready group please feel free to contact me, on the number below

Regards

Melanie haymont

Bushfire facilitator Point henry, Bremer Bay

Ph 0419038144

Point Henry Bushfire Ready phone tree information form

Date

Block no

Street name

Postal address

Phone number

Preferred contact

Absentee landholder

Holiday home

Resident

Do you have infrastructure on your property, i.e shed, house ?

Do you have a driveway with a stable surface and/or turnaround big enough for a fire truck?

Do you have a firefighting system on your property i.e sprinklers /other, If so are you happy for a neighbor or DFES personnel to activate it?

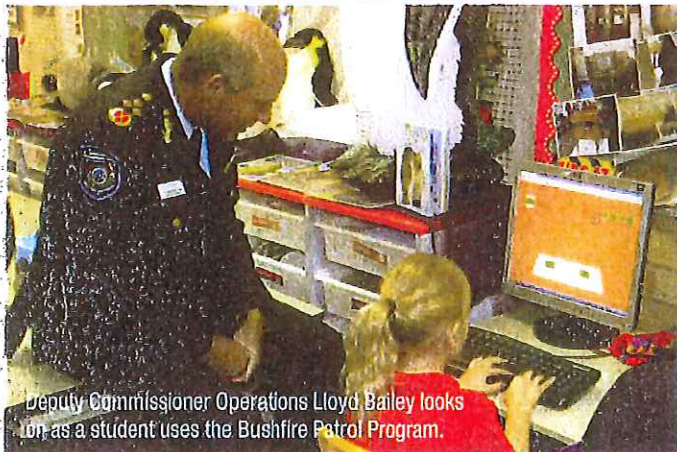
Is there available water on your property ? if so how much ? in what form i.e tank, dam ,pool. In the event of a fire would you consent to it being used by members of the local Department of Fire and Emergency Services DFES ?

What fire fighting equipment do you have on your property ? ie. Water pumps, generators etc.

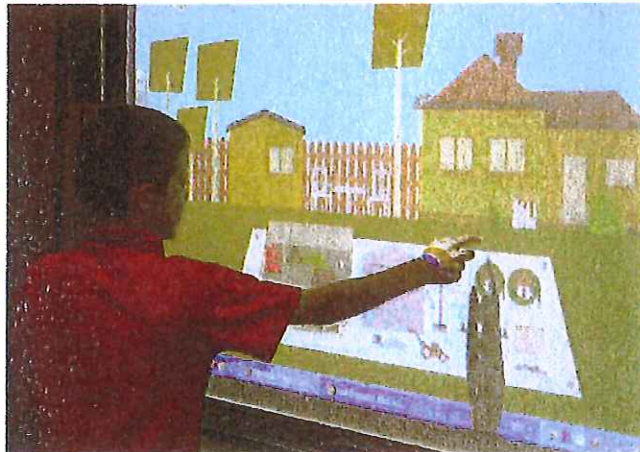
Would you require assistance should you wish to evacuate your property? Y N

Do you have pets on your property that may need to be evacuated, if possible in the event of an emergency ? (please list )

# Innovative online program to educate kids about bushfire



Deputy Commissioner Operations Lloyd Bailey looks on as a student uses the Bushfire Patrol Program.



A new online bushfire education program aligned to the national science curriculum will help primary school children to learn about bushfires and the dangers they pose.

The Bushfire Patrol program is directed at teachers and includes an online game, five lesson plans and activities for early childhood, middle and upper primary school students.

Director Community Engagement – Hazard Planning Suellen Flint said the program has been carefully crafted to support school curriculum outcomes, as well as key DFES bushfire messages and information.

"The initiative flows from a recommendation contained in the Special Inquiry into the Roleystone-Kelmscott Bushfires, and is based on national bushfire education research," Suellen said.

"The intended outcome is to raise awareness and understanding of bushfire by students and their families, and encourage them to share responsibility for managing associated risks.

"Bushfire Patrol incorporates advice from a range of stakeholders including local firefighters and teachers in high bushfire risk areas.

"Margaret River, Gooseberry Hill, Armadale and Byford Primary Schools have all contributed to its development."

Developed by Community Engagement's Education and Heritage branch, Suellen said the program reflects an inquiry approach, with students directing their learning and applying it to their own location.

"Activities can be completed at home, where students work with their families to improve both individual and household resilience to bushfire," she said.

"While all WA schools will have access to the program, the content targets primary school aged children who live in the south west part of WA."

Emergency Services Minister Joe Francis said that dealing with bushfires was a critical part of living in Western Australia, so it was appropriate to teach it in classrooms from a young age.

"Findings from several high profile bushfire reviews conducted in recent years show that raising a community's understanding of bushfire is critical to increasing its resilience," he said.

"Bushfire Patrol provides teachers with an interactive way of helping students learn about fire weather conditions, bushfire behaviour, protection and warnings.

"By absorbing knowledge about this important topic at a young age, children can develop a higher level of understanding around bushfire that may remain with them through their lives. As adults they may then respond more favourably to community bushfire safety information and warnings."

Bushfire Patrol program funding has been jointly provided through DFES and the Federal Attorney General's Natural Disaster Resilience Program.

Bushfire Patrol is part of a comprehensive DFES education package that includes other natural hazards like tropical cyclone and flood, both of which are aimed at upper primary school teachers.

You can access Bushfire Patrol via the following link on the DFES webpage:  
[www.dfes.wa.gov.au/bushfirepatrol](http://www.dfes.wa.gov.au/bushfirepatrol)



*The Department of Fire and Emergency Services - Education and Heritage Branch has developed an online Natural Hazard education programs for primary schools. The programs are directed at teachers and include online lesson plans and activities.*

*Bushfire Patrol includes an online interactive game and five lesson plans and activities for each of the following age groups: early childhood, middle and upper primary school students. The program includes at-home activities and students are encouraged to complete these activities at home with their families, to improve both individual and household resilience to bushfire.*

*This program reflects an inquiry approach where students are directing their learning and applying it to their own location. The key messages include to:*

- identify unsafe fire times and risk*
- understand bushfire intensity, behaviour and impact potential*
- detect key bushfire ready factors to create a well prepared home*
- increase capacity to deal with bushfire planning for living in bushfire risky areas*
- raise understanding*

*Bushfire Patrol has been jointly funded through DFES and the Attorney General's Department, Natural Disaster Resilience Program (NDRP). Bushfire Patrol reflects the Australian School Curriculum across a wide subject framework. The intended outcome of the program is to raise students and their family's, awareness and understanding of bushfire and encourage them to share responsibility for managing bushfire risks.*

*The program can be accessed via the following link on the DFES webpage:*

*<http://www.dfes.wa.gov.au/bushfirepatrol>*

*The evidence-based lesson plans allow children to expand their knowledge of natural hazards in a local and national context. It aims to challenge their perception of cyclone and flood risks and provide hands on activities. Ultimately it aims to encourage families to take action to prepare both themselves, their homes for cyclone and/or flood.*

**BACKGROUND:**

*The Bushfire Patrol school education program is a bushfire education package for primary schools which offers an interactive internet resource and five curriculum-linked, themed lesson plans for classroom learning. This program was developed in support of Recommendation 10 of the Special Inquiry into the Kelmscott/Roleystone Bushfire in 2011, the National Strategy for Disaster Resilience and the Australasian Fire and Emergency Services Authority Council's (AFAC) Principles for School Aged Education Programs.*

*Research undertaken by the Natural Hazards Cooperative Research Centre in Victoria also revealed a shortfall in children's perception of bushfire risk, especially for those who live in high bushfire risk areas, and a lack of knowledge around safe behaviour for seasonal preparation and response in the event of a real bushfire threat. This research also demonstrated that children can influence the views of natural hazards in the family home from students' homework focusing on household preparation.*

*The Program's development has therefore incorporated this research as well as advice and feedback from emergency services personnel including local bushfire brigades, DFES community engagement experts, childhood disaster research and teachers in bushfire prone areas. While all Western*

*Australian schools will have access to this program, the content of the Program focuses on bushfire risk in the southwest of WA.*

**COMMUNITY BENEFIT:**

*School aged education around bushfire is relatively new in Australian Schools. It has gained importance through outcomes of a Royal Commission and Special Inquires into the devastating bushfires around Australia in recent years. Findings from these reviews show that raising a community's understanding of bushfire is critical to raising its resilience to impact and its capacity to recover. Raising the level of community preparation is a serious and complex challenge for fire service agencies as levels of enthusiasm in the community is generally low and impermanent. One strategy to increase community bushfire understanding is to teach children. They are more receptive to prescriptive learning, have not yet formed their own assumptions around bushfire risk and impact, and have a greater chance of learning a broad and comprehensive range of information about bushfire; therefore cementing a high risk perception that favours bushfire preparation and a resilience that will remain with them into adulthood. DFES's Bushfire Patrol program has been carefully crafted to support school curriculum outcomes as well as DFES's key bushfire messages and information such as fire weather, bushfire behaviour, bushfire protection and hazard separation zones, and bushfire alerts and warnings.*



## Smoke alarm laws

### The laws regarding smoke alarms

The Building Regulations 2012 (the Regulations) require the owner of a dwelling to have compliant smoke alarms installed:

- prior to the transfer of ownership;
- where a dwelling is rented under a residential tenancy agreement or made available for such rental;
- where a dwelling is made available for hire.

### What is a compliant smoke alarm for an existing dwelling?

To comply with the Regulations owners must ensure that the smoke alarm(s):

- a) are in accordance with the BCA applicable at the time of installation of the alarms, (the BCA specifies the minimum standards and location that smoke alarms must comply with) ; and
- b) are not more than 10 years old at the time of transfer of ownership or making the dwelling available for rent or hire; and
- c) are in working order; and
- d) are permanently connected to consumer mains power.



### New interconnection requirement

From 1 May 2014, the Building Code of Australia (BCA) requires the interconnection of smoke alarms where more than one alarm is required to be installed.

This nationally driven requirement for interconnection has been introduced to increase the likelihood of sleeping occupants becoming aware of the dangers of smoke in another part of the dwelling.

The new interconnection requirement affects:

- people involved in transferring ownership of their homes
- lessors (landlords) renting or hiring their homes
- people involved in the installation of smoke alarms such as electricians and builders
- Architects, building designers and building surveyors
- local governments
- real estate agents and settlement agents

### Will this interconnection requirement affect you?

There are several scenarios that affect owners of dwellings that are required to have more than one smoke alarm, depending on when the smoke alarms are installed. These are outlined in Table 1.

Table 1: Scenarios that demonstrate the requirement for interconnection of smoke alarms.

Scenario	Compliant smoke alarms installed	
	Before 1 May 2014	On or after 1 May 2014
New smoke alarms to be installed in a dwelling that is subject to sale, transfer of ownership, rent or hire.	Interconnection not required.	Interconnection required.
New smoke alarms that are replacing smoke alarms that are more than 10 years old in an existing dwelling that is subject to transfer of ownership.	Interconnection not required.	Interconnection required.
Smoke alarms that are less than 10 years old in an existing dwelling that is subject to sale, transfer of ownership, rent or hire.	Interconnection not required.	Interconnection required.
New dwelling under construction	Smoke alarms must comply with the approved plans and specifications associated with the building permit.	

## What residential buildings require smoke alarms?

The Regulations apply to the following residential buildings as classified in the BCA:

**Class 1a** – A single dwelling being a detached house, or row houses, duplexes, town houses, terrace houses or villa units where attached dwellings are separated by a fire resisting wall.

**Class 1b** – Includes the following:

- boarding houses, guest houses, hostels or the like in which not more than 12 people would ordinarily be resident and with a total area of all floors not exceeding 300m<sup>2</sup>; or
- four or more single dwellings located on one allotment and used for short term holiday accommodation.

**Class 2** – Dwellings such as apartments and flats in a building containing two or more units.

**Class 4** – A residential unit inside a non-residential building if it is the only dwelling in the building eg a caretaker's residence.

## Are battery powered smoke alarms permitted?

Battery powered smoke alarms may be installed where consumer mains power is not connected to the dwelling or where there is no hidden space in the existing dwelling in which to run the necessary wiring for hard wired smoke alarms, for example where there is a concrete ceiling.

The use of battery powered smoke alarms in any other circumstance must be approved by the local government (battery powered smoke alarms must have a non-removable 10-year life battery).

From 1 May 2014, where more than one battery powered smoke alarm is required to be installed, they must be interconnected. Wireless interconnected battery powered smoke alarms are available and they need to be installed in accordance with the BCA and manufacturer's specifications.

**It is unlawful to install battery powered smoke alarms just because it is more convenient to do so.** For example, where a two-storey dwelling is permitted the use of a battery powered smoke alarm because the ground floor ceiling is concrete, the owner must not (for the sake of convenience) install a battery powered smoke alarm on the upper floor ceiling where there is sufficient roof space to run the electrical wiring.

## Requirement to maintain certain smoke alarms

The Regulations require owners, who make their dwellings available for rent or hire, to:

- ensure that each alarm installed in the dwelling is in working order; and
- if an alarm was, at the time of its installation, required to be connected to the mains power supply, ensure that the alarm:
  - is permanently connected to the mains power supply; or

- ii) if the alarm is to be installed at a location in the dwelling where there is no hidden space in which to run the necessary electrical wiring and there is no appropriate alternative location — has a 10 year life battery that cannot be removed; or
  - iii) if, in relation to the alarm, the use of a battery powered smoke alarm has been approved under the Regulations, the alarm must have a 10 year life battery that cannot be removed; and
- c) ensure that each alarm installed in the dwelling —
- i) has not reached its expiry date if one is provided on the alarm; or
  - ii) is not more than 10 years old if no expiry date is provided on the alarm.

**It may be useful for people involved in the rent or hire of a dwelling to document when the smoke alarms will need replacing.**

The **Department of Fire and Emergency Services** publishes information on how to maintain smoke alarms.

## Are there penalties for non-compliance?

Yes, local governments have the power under the *Building Act 2011* and the Regulations to either issue an infringement notice or prosecute an owner who fails to have compliant smoke alarms installed prior to selling, transferring ownership, renting or hiring the dwelling.

## Further information

Issue	Contact
Non-compliance by owners.	Relevant local government.
Smoke alarms as part of a building permit.	Relevant local government permit authority. A registered building surveyor responsible for the certification of the building plans. To find a registered building surveying contractor visit <a href="http://www.commerce.wa.gov.au/buildingcommission">www.commerce.wa.gov.au/buildingcommission</a>
Smoke alarm laws; smoke alarm maintenance or fire safety.	Department of Fire and Emergency Services on 9395 9816 or visit <a href="http://www.dfes.wa.gov.au">www.dfes.wa.gov.au</a>

Copies of the laws are available on the State Law Publisher website at [www.slp.wa.gov.au](http://www.slp.wa.gov.au)

The information in this fact sheet is based on the *Building Act 2011* as at 7 June 2013 and Building Regulations 2012 as at 21 August 2013.

This publication is available in alternative formats upon request.

**Disclaimer** – The information contained in this fact sheet is provided as general information and a guide only. It should not be relied upon as legal advice or as an accurate statement of the relevant legislation provisions. If you are uncertain as to your legal obligations, you should obtain independent legal advice.

## What are the smoke alarm requirements for new dwellings?

New dwellings require smoke alarms as part of their building permit (ie the construction of a new dwelling or certain alterations and additions to an existing dwelling). The builder named on the building permit is responsible for ensuring that smoke alarms are installed in accordance with the approved plans and specifications associated with the building permit.

If the plans and specifications of the dwelling were certified as compliant with the deemed-to-satisfy provisions of the BCA 2013 or an earlier edition, interconnection of smoke alarms would not be required because the new changes to the BCA commence with the BCA 2014 edition.

Given that the building laws allow plans and specifications to comply with standards that are up to two years old and the building work can take up to two years to complete, it is possible that the smoke alarms may not require interconnection even though they were installed on or after 1 May 2014. It is imperative that you liaise with the builder of the house to ensure the smoke alarms are installed in accordance with the correct standards. It is suggested to interconnect the new smoke alarms if there is any doubt about the version of the BCA that applies.