



LOCAL EMERGENCY MANAGEMENT COMMITTEE MEETING

MINUTES

**Emergency Management Act 2005
SECTION 38 (1)**

A Local Government is to establish one or more local emergency management committees for the local government district.

Special Meeting of the Local Emergency Management Committee
Held at the Shire of Plantagenet Committee Room
10.00am Monday 6 April 2020

**Rob Stewart
CHIEF EXECUTIVE OFFICER**

Committee Members

Cr M O'Dea (Chairperson), Cr S Etherington (Deputy), Mr M Barnes (Executive Officer), Mr A Smith, Ms A Tucker, Sgt D Johnson, Mr D Lynch, Ms E Drage, Mr J Stasev, Ms J Hollingworth, Ms K Beidatsch, Ms K Hill, Mr N Blackburn, Ms N Rouse, Mr N Handasyde, Mr S Player, Mr W Hood, (Resolution No. 217/19)

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DECLARATION OF OPENING / ANNOUNCEMENT OF VISITORS

At 10:02, the Chair declared the special meeting open.

Special Business

Incident – **HUMAN EPIDEMIC**
Incident Name – **COVID 19**
Incident Level – **CHO (State Human Epidemic Controller)
Declared Level 3**

RECORD OF ATTENDANCE / APOLOGIES

Members Attended

Cr Marie O’Dea	Council Representative
Sgt David Johnson	Western Australian Police Force
Ms Alex Tucker	Environmental Health Officer
Mr David Lynch	Executive Manager Works and Services
Mr Mike Barnes	Community Emergency Services Manager

Members Attended by phone

Mr Neville Blackburn	District Emergency Services Officer
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Visitors

Andrew Fraser	Mount Barker Community College
Gary Tempany	Mount Barker Coop
Rob Stewart	Chief Executive Officer

Apologies

Kylie Spencer	Department of Health Mount Barker and Denmark COVID-19 Coordinator
Ms Julie Hollingworth	Department of Health

1 CONFIRMATION OF MINUTES

Moved: Mr D Johnson; Seconded: Ms A Tucker

That the Minutes of the Special Business Meeting of the Local Emergency Management Committee held on 30 March 2020, as circulated, be taken as read and adopted as a correct record;

CARRIED 6/0

2 BUSINESS ARISING FROM PREVIOUS MEETINGS

Nil

3 STANDING ITEMS

3.1 REPORTED CASES

No reported cases of COVID 19 within the Shire of Plantagenet.

4 OPERATIONAL AREA SUPPORT GROUP UPDATE

Report attached (attachment one)

5 AGENCY REPORTS

5.1 WA POLICE FORCE (WAPF)

Operation Project (Regional travel restrictions) is well underway. The roving road blocks will be stepped up: incorporating twice daily to Rocky Gully. These may increase or become static depending on assistance levels from the Australian Defence Force (ADF).

This information phase on regional travel restrictive measures has now passed. The prosecution phase has commenced bringing a financial burden to all who fail to comply with the law.

Regular checks on persons self isolating is ongoing, with one breach resulting in prosecution.

Young persons seen playing football at the school oval on Sunday afternoons will be contacted to ensure compliance around gatherings and sport.

We (LEMC) need to think about what recovery will look like going forward.

Question

What information needs to be on the Shire website?

Response

The health websites are the source of truth.

Question

What identification or exemption information does one need for inter-regional travel? Can this be on the person's phone?

Response

Personal identification with photo, if they have it; any and all documentation that has been supplied to them to approve the necessity for their inter-regional travel requirements. The more evidence they have the greater the chance of passing through the check points unhindered.

5.2 PLANTAGENET/CRANBROOK HEALTH SERVICE

Although Ms J Hollingworth was unable to attend the meeting she previously noted that there was no further update at this stage and to refer to the following websites as a single source of truth:

WA Health Website – ww2.health.wa.gov.au
Australian Government Health Website – <https://www.health.gov.au/>

5.3 MOUNT BARKER COMMUNITY COLLEGE – PRIMARY EVACUATION CENTRE

Today was a pupil free day.

It is anticipated that the college will be reverting to online learning next term.

Question

What else do you and the school require?

Response

There is nothing at the moment that is required. The schools focus is on the children's continuity of learning: there will be no assessments. Volunteers may be required once the school returns to some normality.

5.4 INDEPENDENT GROCERY ALLIANCE (IGA)

Sales are slowing down as is panic buying. Items are slowly being delivered and stocks will catch up soon.

Household cooking gas is in high demand. There is no shortage, only a supply disruption.

Polycarbonate screens have been ordered for installation at the checkouts. This will become the new norm.

The expectation on sales is likely to be subdued this coming week. Easter holiday spending will not happen this year with everyone staying home avoiding family and large gatherings.

Question

Have you considered extending/altering your opening times?

Response

Yes. Normal opening times as per our Easter communications will still stand.

Question

The Shire has received an email requesting longer opening times, but if sales may be slowing does this need to progress further?

Response

Yes. This will take time to go through the council and things are changing daily. It will be good to have the option and not use it rather than have the need and require it.

Action

Rob Stewart (CEO) – noted he would investigate longer opening times in the Central Business District (CBD).

Question

Are more volunteers required to assist with deliveries?

Response

We will not say no to more volunteers if they are available. Sue Etherington is coordinating the volunteers; all enquiries should go through Sue.

Statement

A Shire employee has been redeployed and will be assisting Sue in whatever way possible.

5.5 DEPARTMENT OF COMMUNITIES

The Department of Communities (DOC) continues to support persons in self-isolation. That Department offers accommodation and or food deliveries to those in self isolation.

A recent issue is the evaluation of backpackers when their accommodation ceases: this is increasing at an alarming rate as they become homeless. This issue has gone up to state level with the DOC most likely having a major role once a solution is reached.

Question

Can accommodation providers within the Shire of Plantagenet assist in any way?

Response

All of the accommodation providers are listed in our welfare plan and will be contacted if required.

5.6 SHIRE OF PLANTAGENET

The Shire of Plantagenet (SOP) is considered to be an essential business within the town and will be maintaining core services to the community.

5.7 OTHER BUSINESS

Rob Stewart - Reference to a memorandum 'Food Deliveries to the Elderly' sent to the LEMC (attachment two) outlining the great work that the volunteers are doing with food deliveries.

A staff member will become a central point of contact for enquiries within our organisation during this pandemic. Their role could be extended outside of the organisation if the requirement is there.

Community Resource Centre (CRC) - the CRC housed the food bank and the agency for Centrelink. Both of these have closed, but people still need assistance and have been cut off locally. The Baptist Union has concerns for their staff.

Should we be getting involved at a high level for this service?

Action

Rob Stewart – advised he would contact CRC Perth office and lobby for the continuation of services within the Shire of Plantagenet.

Things to think about

- Recovery Phase – Community's expectations
- What responsibilities does LEMC have with regards to a health pandemic?

Andrew Fraser – Will the Shire President make a statement in the Plantagenet News?

Rob Stewart – The Shire President has written a statement but it may not make the next edition of the Plantagenet News. This may need to go out in a flyer to be delivered.

Gary Tempany – Is the Shire's electronic screen available to provide information to the community?

Rob Stewart – Yes. Only COVID 19 information will be displayed.

David Lynch – The works team is still proactive with road maintenance and gardens. They are keeping on top of the community requests, all while practising physical distancing.

Alex Tucker – The recommendations for food businesses to carry out core business has lowered to accommodate the changing times. This allows the Shire space to work more easily with business owners.

David Johnson – LEMC need to think about recovery for each agency and what this will look like.

Rob Stewart - A return to business as usual as soon as possible will help recovery.

David Johnson – The need to return the town back to normal should happen naturally once restrictions are lifted.

Rob Stewart - The Shire has some capital works projects going ahead; including the medical centre and the pool. These are normal community activities.

Marie O'Dea - Community consultations need to happen. People need to be able to grieve if they have lost loved ones and were not able to attend

the funeral. People have lost incomes, jobs and careers. Celebrations once this is over, getting back to community events.

Mike Barnes - Economically the community need to support local, promote local, buy local: boosting jobs, stability and support of their town.

Marie O'Dea - WALGA are presenting a webinar on recovery.

6 DATE OF NEXT MEETING

The next meeting date for the LEMC Special meeting of the COVID 19 is 10:00am start on Tuesday 14 April 2020 at the Shire of Plantagenet Committee Room, Lowood Road Mount Barker:

7 CLOSURE

At 10:42am, the Presiding Member declared the meeting closed.

CONFIRMED _____
Presiding Member

Date

ACTION LIST

- 3.7 Rob Stewart – Contact CRC Perth office and lobby for the continuation of services within the Shire of Plantagenet.

- 5.4 Rob Stewart (CEO) – to investigate longer opening times in the Central Business District (CBD).

ATTACHMENT LIST

Attachment one:
OPERATIONAL AREA SUPPORT GROUP UPDATE

Attachment two:
Memorandum 'Food Deliveries to the Elderly'