

# Shire of Denmark Minutes



## LOCAL EMERGENCY MANAGEMENT COMMITTEE SPECIAL MEETING: COVID-19

HELD VIA TELECONFERENCE  
TUESDAY 14<sup>th</sup> APRIL 2020, COMMENCING AT 4.00PM

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**VISION**

For the Shire of Denmark's residents, ratepayers and businesses to be adequately protected, risks are minimised and recovery operations coordinated swiftly and efficiently.

**TERMS OF REFERENCE**

To implement the objectives of the Western Australian Emergency Management Arrangements Public Statement number 7, that is;

1. To advise and assist the local government in ensuring that local emergency management arrangements are established for its district;
2. To liaise with public authorities and other persons in the development, review and testing of local emergency management arrangements; and
3. To carry out other emergency management activities as directed by the State Emergency Management Committee (SEMC) or prescribed by the Emergency Management Act or Regulations.
4. Prepare an annual report on Committee activities for submission to the District Emergency Management Committee.
5. The local emergency management arrangements are to set out —
  - a. the local government's policies for emergency management;
  - b. the roles and responsibilities of public authorities and other persons involved in emergency management in the local government district;
  - c. provisions about the coordination of emergency operations and activities relating to emergency management performed by the persons mentioned in paragraph (b);
  - d. a description of emergencies that are likely to occur in the local government district;
  - e. strategies and priorities for emergency management in the local government district;
  - f. other matters about emergency management in the local government district prescribed by the regulations; and
  - g. other matters about emergency management in the local government district the local government considers appropriate.
  - h. Local emergency management arrangements are to be consistent with the State emergency management policies and State emergency management plans.
  - i. Local emergency management arrangements are to include a recovery plan and the nomination of a local recovery coordinator.

**1. DECLARATION OF OPENING / WELCOME TO COUNTRY**

The Presiding Person opened the meeting at 1604hrs

*I acknowledge the land on which this meeting is being held on and the traditional custodians of the land, the Bibbulmun and Minang people and pay my respects to Elders past, present and emerging.*

*Ms Gearon requested that members of the committee only provided new information and responded to identified issues in order to keep the meetings relevant, focused and efficient.*

**2. RECORD OF ATTENDANCE/APOLOGIES/APPROVED LEAVE OF ABSENCE**MEMBERS:

Cr Ceinwen Gearon	Shire President & Presiding Person
Cr Mark Allen	Council Representative
Mr Matt Hartfield	Denmark Police, Officer in Charge
Ms Dean Fasolo	St. John Ambulance Station Manager
Mr Wes Bailye	Department of Fire and Emergency Services
Mr Neville Blackburn	Department of Communities
Ms Julie Hollingworth	Denmark Health Service
Ms Kylie Spencer	Denmark Health Service

STAFF:

	(non voting)
Mr David Schober	Chief Executive Officer, Acting
Mr Scott Medhurst	Community Emergency Services Manager
Mrs Charmaine Shelley	Senior Ranger
Mr Lee Shelley	Pandemic Response Team
Ms Melanie Haymont	Bushfire Risk Planning Coordinator
Mrs Angela Simpson	Executive Manager Community Services
Mrs Renee Wiggins	Communication & Engagement Officer

APOLOGIES:

Mr Adam Smith	Department of Fire and Emergency Services
Mr David Rae	St. John Ambulance Community Paramedic
Mr Paul Moore	Walpole Police, Officer in Charge

ABSENT:

Ms Marnita Sletten	Silverchain Walpole
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VISITORS:

Nil

**3. ANNOUNCEMENTS BY THE PERSON PRESIDING**

Nil

**4. CONFIRMATION OF MINUTES****4.1 MINUTES OF THE LOCAL EMERGENCY MANAGEMENT COMMITTEE****OFFICER RECOMMENDATION**

ITEM 4.1

Moved: Neville Blackburn

Seconded: Ceinwen Gearon

That the minutes of the Local Emergency Management Committee held on the 14<sup>th</sup> April 2020, be confirmed as a true and correct record of the proceedings.

Carried: **Unanimous**

**5. PREPAREDNESS**

All agencies reported NIL Changes to all items since the last reporting period.

**6. IMPACT ASSESSMENT**

All agencies reported NIL Changes to all items since the last reporting period.

**7. RECOVERY**

All agencies reported NIL Changes to all items since the last reporting period.

**8. AGENCY REPORTS RELATING TO:**

- Agency Preparations
- Anticipated Impacts
- Issues of Concern
- Information Requirements

**8.1 DENMARK HEALTH SERVICE**

Ms Julie Hollingworth reported on the following.

Lessons learnt from other regions that have had COVID19 cases are the main focus of the Health Service currently so that they can ensure a best practice approach if cases were to present in Denmark.

**8.2 WA POLICE**

Sgt Hartfield reported on the following.

Slight increase in Crime being seen within in Denmark mainly revolving around driving and damage offences. 1 infringement has been issued to a person breaching self-isolation requirements.

Easter was a success with everyone observing social distancing requirements as well as isolation. Sgt Hartfield thanked the Shire and other agencies for their assistance and understanding.

**8.3 DEPARTMENT OF COMMUNITIES**

Nil to report

**8.4 DEPARTMENT OF FIRE AND EMERGENCY SERVICES**

Nil to report.

**8.5 ST JOHN AMBULANCE**

Mr Dean Fasolo reported on the following

PPE Supplies have been received and that has increased capacity locally and within the region, volunteer capacity still strong.

**8.6 SHIRE OF DENMARK**

Nil to report

However will continue to focus on identified and emerging issues as they are brought to the Shire, Intent to review the Restricted Burning Period to be discussed next meeting.

**9. OTHER BUSINESS****9.1 Local Supply Chain issues – (Food, Water, Fuel, Gas, accommodation and as Identified)**

Committee to discuss identified supply chain issues and efforts to engage with providers.

**Status - Ongoing** – No updates during the current reporting period

**9.2 Local communications – Committee identified communications gaps/successes**

Committee to discuss any identified gaps in the current community communications plan/strategy/actions, what's working well and can we improve it?

**Status – Ongoing** Committee discussion took place about public gatherings at Australia Post Office mainly around the Private Mail Boxes. This issue had been identified by the Rangers and they will increase patrols in that area delivering appropriate education and developing awareness.

**9.3 Aircraft movements in breach of regional border restrictions**

Query regarding messaging to Recreational Aviators surrounding flying and avoidance of regional travel restrictions. This has been raised to DEMC with a request to do similar messaging as per Dept of Transport for mariners.

**Status – Resolved** – Mr Medhurst liaised with the State Emergency Coordination Directorate surrounding this problem. They were interested in how Denmark was dealing with this issue and any gaps identified to assist them with messaging surrounding aircraft movements. The SECD advised that they will do further work in this space to ensure appropriate messaging occurs and controls are put in place .

Denmark Police advised that high visibility patrols by Police and Shire Rangers have increased at the Airport, in addition to this CCTV monitoring and response to public complaints have not identified any breaches.

**10. NEXT MEETING**

Scheduled for Monday 20<sup>th</sup> April by video link hosted by Shire of Denmark due to COVID-19 restrictions, commencing at 4.00pm

**11. CLOSURE OF MEETING**

There being no further business the Presiding Person closed the meeting at 1645hrs.