



LOCAL EMERGENCY MANAGEMENT COMMITTEE MINUTES

For the **Special Meeting COVID-19**
Held on Wednesday, 1 July 2020 at 9.00 am via teleconference.

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**MINUTES OF THE
LOCAL EMERGENCY MANAGEMENT COMMITTEE**
Held on Wednesday 1 July 2020 at 9.00 am via
videoconference.

1. DECLARATION OF OPENING

The Chairperson, Peter Northover, declared the meeting open at 9.02 am.

2. RECORD OF ATTENDANCE

Peter Northover	Shire of Cranbrook – Chief Executive Officer
Kevin Bransby	Shire of Cranbrook – Emergency Services Officer
Trish Standish	Shire of Cranbrook – Manager of Finance and Administration
Jeff Alderton	Shire of Cranbrook – Manager of Works
Teresa Lawson	Frankland River CRC - Manager
Neville Blackburn	Department of Communities- District Emergency Services Officer Great Southern
Wes Bailye	Department of Fire and Emergency Services-Area Officer- Rural
Bernie Climie	Red Cross – Cranbrook
David Rae	St John Ambulance-Community Paramedic
Kurt Weinert	Western Power
John Barden	Department of Primary Industries & Regional Development
Laurie Seton	Cranbrook Police- Officer in Charge

APOLOGIES

Anne Parsons	St John Ambulance-Cranbrook
Joe Duina	Shire of Cranbrook- Ranger
Vince Hilder	Department of Biodiversity Conservation and Attractions- District Fire Coordinator- Albany District

3. CONFIRMATION OF MINUTES

That the Minutes of the meeting held on Wednesday 3 June 2020 be confirmed as a true and accurate record.

Amendment: Laurie Seton attended meeting and was marked as an apology.

Moved: Neville Blackburn Seconded: Theresa Lawson

4. REPORTS / UPDATES SPECIFICALLY RELATING TO COVID-19

4.1 Shire of Cranbrook CEO – P Northover

- Shire operating as business as usual. All Shire facilities have been re-opened.
- Shire council meetings have resumed as 'face to face'.
- Protection screens have been installed on the front counter of the Shire office. These screen add some protection to staff when serving/dealing with visitors.
- Cleaning of Shire facilities will continue and staff will continue to maintain personal hygiene.
- Phase 5 of Covid-19 restrictions set to come into effect 18 July 2020.

4.2 Cranbrook Police –L Seton- OIC

- Two people self-isolating after interstate travel in the last month.
- Well stocked with PPE.
- With Phase 4 restrictions, police anticipate a higher level of anti-social behaviour in the larger centres.
- Continued vigilance regarding Covid-19 is required as medical advice is the disease will not be eliminated until a vaccine can be developed and distributed to the population.
- Phase 5 restrictions set for mid-July.

4.3 St John Ambulance – D Rae

- Call numbers are down in relation to same time last year.
- Current staffing levels are ok.
- First Aid training has recommenced. Further training for instructors in relation to Covid-19 is required. Classes are restricted in numbers as sharing mannequins and equipment is no longer allowed.
- Same level of precautions are being maintained on call outs – with full PPE for suspect cases of Covid-19.

4.4 Western Power- K Wienert

- No change- business as usual.
- Continuing maintenance schedules through the Great Southern.

4.4 Frankland River Community Resource Center- T Lawson

- AVEG orders have stopped due to the freight company not travelling to Frankland River with small orders. P Northover asked if the Shire can help with anything, including possibly having orders delivered to Cranbrook. Bernie stated that the

Cranbrook store will take orders on a Friday. Theresa replied that may be an issue with delivery to Frankland River as the orders will be available on the Saturday and some people may find it difficult to collect. Bernie and Theresa to look into this further with the possibility of alternative order days.

- There has been an increase in locals out and about and tourist traffic around town.

4.5 Cranbrook Red Cross – B Climie

- Cranbrook very quiet with only a few people still staying at home. Red Cross will continue to keep in contact with those people.
- Perth continuing to contact and assist those people in isolation.
- Attached copy of Red Cross update.

4.6 Department of Communities – N Blackburn

- Albany office nearly back to normal.
- Incoming flights to Perth with 700+ people requiring to isolate in hotels/own home. Those staying in hotel may be required to pay for this themselves. The State has been picking up the bill for the cost of hotel isolation.
- Albany office starting to prepare for training with the bushfire season around the corner.

4.7 Department of Fire and Emergency Services- W Bailye

- Back to normal in office.
- Training has recommenced with attendance restrictions.
- Very quiet around the Great Southern.

4.8 Department of Primary Industries & Regional Development – J Barden

- Back to normal. Nothing to report.

5. GENERAL BUSINESS

Attached copy of email from SEMC (State Emergency Management Committee) regarding LEMC going forward.

Laurie to follow up regarding the need for monthly meetings.

Future meetings to be 'face to face'.

6. DATE OF NEXT MEETING

The next meeting of the Local Emergency Management Committee will be held on Tuesday, 4 August 2020 at 9.00am at the Cranbrook Community Hub.

7. CLOSURE OF MEETING

There being no further business to discuss, the Chairperson declared the meeting closed at 9.22 am.