



8 MAY 2020

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# **Shire of Esperance**

## **SPECIAL COUNCIL NOTICE OF MEETING AND AGENDA**

A Special Council meeting of the Shire of Esperance will be held via Zoom on 12 May 2020 commencing at 2pm to consider the matters set out in the attached agenda.

W M (Matthew) Scott

**Chief Executive Officer**

### **DISCLAIMER**

No responsibility whatsoever is implied or accepted by the Shire of Esperance for any act, omission or statement or intimation occurring during Council or Committee meetings. The Shire of Esperance disclaims any liability for any loss whatsoever and howsoever caused arising out of reliance by any person or legal entity on any such act, omission or statement or intimation occurring during Council or Committee meetings. Any person or legal entity who acts or fails to act in reliance upon any statement, act or omission made in a Council or Committee meeting does so at that person's or legal entity's own risk.

In particular and without derogating in any way from the broad disclaimer above, in any discussion regarding any planning application or application for a licence, any statement or intimation of approval made by a member or officer of the Shire of Esperance during the course of any meeting is not intended to be and is not to be taken as notice of approval from the Shire of Esperance. The Shire of Esperance warns that anyone who has any application lodged with the Shire of Esperance must obtain and should only rely on written confirmation of the outcome of the application, and any conditions attaching to the decision made by the Shire of Esperance in respect of the application.

### **ETHICAL DECISION MAKING AND CONFLICTS OF INTEREST**

Council is committed to a code of conduct and all decisions are based on an honest assessment of the issue, ethical decision-making and personal integrity. Councillors and staff adhere to the statutory requirements to declare financial, proximity and impartiality interests and once declared follow the legislation as required.

### **ATTACHMENTS**

Please be advised that in order to save printing and paper costs, all attachments referenced in this paper are available in the original Agenda document for this meeting.



## Disclosure of Financial, Proximity or Impartiality Interests

**Local Government Act 1995 – Section 5.65, 5.70 and 5.71 and Local Government (Administration) Regulation 34C**

Agenda Briefing ☐

Ordinary Council Meeting ☐

Both Meetings ☐

Name of Person Declaring the Interest: \_\_\_\_\_

Position: \_\_\_\_\_ Date of Meeting: \_\_\_\_\_

This form is provided to enable members and officers to disclose an Interest in the matter in accordance with the regulations of Section 5.65, 5.70 and 5.71 of the Local Government Act and Local Government (Administration) Regulation 34C.

### **Interest Disclosed**

Item No: \_\_\_\_\_

Subject: \_\_\_\_\_

Nature of Interest: \_\_\_\_\_

Type of Interest:      Financial                      Proximity                      Impartiality

### **Interest Disclosed**

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### **Interest Disclosed**

Item No: \_\_\_\_\_

Subject: \_\_\_\_\_

Nature of Interest: \_\_\_\_\_

Type of Interest:      Financial                      Proximity                      Impartiality

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Office Use Only:

Entered into interest Register: \_\_\_\_\_

Officer

Date



## Declaration of Interest (Notes for Your Guidance)

*A member who has a **Financial Interest** in any matter to be discussed at a Council or Committee Meeting, which will be attended by the member, must disclose the nature of the interest:*

- a) In a written notice given to the Chief Executive Officers before the Meeting or;
- b) At the Meeting, immediately before the matter is discussed.

*A member, who makes a disclosure in respect to an interest, must not:*

- c) Preside at the part of the Meeting, relation to the matter or;
- d) Participate in, or be present during any discussion or decision-making procedure relative to the matter, unless to the extent that the disclosing member is allowed to do so under Section 5.68 or Section 5.69 of the *Local Government Act 1995*.

## Notes on Financial Interest (For your Guidance)

*The following notes are a basic guide for Councillors when they are considering whether they have a **Financial Interest** in a matter.*

1. A Financial Interest requiring disclosure occurs when a Council decision might advantageously or detrimentally affect the Councillor or a person closely associated with the Councillor and is capable of being measured in money terms. There are expectations in the *Local Government Act 1995* but they should not be relied on without advice, unless the situation is very clear.
2. If a Councillor is a member of an Association (which is a Body Corporate) with not less than 10 members i.e sporting, social, religious ect, and the Councillor is not a holder of office of profit or a guarantor, and has not leased land to or from the club, i.e, if the Councillor is an ordinary member of the Association, the Councillor has a common and not a financial interest in any matter to that Association.
3. If an interest is shared in common with a significant number of electors and ratepayers, then the obligation to disclose that interest does not arise. Each case need to be considered.
4. If in doubt declare.
5. As stated in (b) above, if written notice disclosing the interest has not been given to the Chief Executive Officer before the meeting, then it **must** be given when the matter arises in the Agenda, and immediately before the matter is discussed.
6. Ordinarily the disclosing Councillor must leave the meeting room before discussion commences. The **only** exceptions are:
  - 6.1 Where the Councillor discloses the **extent** of the interest, and Council carries a motion under s.5.68(1)(b)(ii) of the Local Government Act; or
  - 6.2 Where the Minister allows the Councillor to participate under s.5.69(3) of the Local Government Act, with or without conditions.

### **Interests Affecting Proximity**

- 1) For the purposes of this subdivision, a person has a proximity interest in a matter if the matter concerns;
  - a) a proposed change to a planning scheme affecting land that adjoins the person's land;
  - b) a proposed change to the zoning or use of land that adjoins the person's land; or
  - c) a proposed development (as defined in section 5.63(5)) of land that adjoins the person's land.
- 2) In this section, land (the proposal land) adjoins a person's land if;
  - a) The proposal land, not being a thoroughfare, has a common boundary with the person's land;
  - b) The proposal land, or any part of it, is directly across a thoroughfare from, the person's land; or
  - c) The proposal land is that part of a thoroughfare that has a common boundary with the person's land.
- 3) In this section a reference to a person's land is a reference to any land owned by the person or in which the person has any estate or interest.

### **Interests Affecting Impartiality**

**Definition:** An interest that would give rise to a reasonable belief that the impartiality of the person having the interest would be adversely affected, but does not include an interest as referred to in Section 5.60 of the 'Act'.

*A member who has an **Interest Affecting Impartiality** in any matter to be discussed at a Council or Committee Meeting, which will be attended by the member, must disclose the nature of the interest;*

- a) In a written notice given to the Chief Executive Officers before the Meeting or;
- b) At the Meeting, immediately before the matter is discussed.

### **Impact of an Impartiality Closure**

*There are very different outcomes resulting from disclosing an interest affecting impartiality compared to that of a financial interest. With the declaration of a financial interest, an elected member leaves the room and does not vote.*

*With the declaration of this new type of interest, the elected member stays in the room, participates in the debate and votes. In effect then, following disclosure of an interest affecting impartiality, the member's involvement in the Meeting continues as if no interest existed.*

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**SHIRE OF ESPERANCE**

**AGENDA**

**SPECIAL COUNCIL MEETING  
TO BE HELD IN COUNCIL CHAMBERS ON 12 MAY 2020  
COMMENCING AT 2PM**

**1. OFFICIAL OPENING**

**2. ATTENDANCE**

**Members**

Cr I Mickel	President	Rural Ward
Cr B Parker	Deputy President	Rural Ward
Cr J O'Donnell		Town Ward
Cr S McMullen		Town Ward
Cr S Payne		Town Ward
Cr J Obourne		Town Ward
Cr R Chambers		Town Ward
Cr D Piercey, JP		Town Ward
Cr W Graham		Rural Ward

**Shire Officers**

Mr W M (Matthew) Scott	Chief Executive Officer
Mr S Burge	Director Corporate Resources
Mr M Walker	Director Asset Management
Mr R Hindley	Acting Director External Services
Miss A McArthur	Administration Officer – Executive Services

**Members of the Public & Press**

**3. APOLOGIES & NOTIFICATION OF GRANTED LEAVE OF ABSENCE**

Mr T Sargent	Director External Services	Annual Leave
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**4. DECLARATIONS OF INTERESTS:**

- 4.1 Declarations of Financial Interests – Local Government Act Section 5.60a**
- 4.2 Declarations of Proximity Interests – Local Government Act Section 5.60b**
- 4.3 Declarations of Impartiality Interests – Admin Regulations Section 34c**

**5. PUBLIC QUESTION TIME**

## **6. PURPOSE OF MEETING**

### **Item: 6.1**

#### **Recovery Committee**

<b>Author/s</b>	Mel Ammon	Manager Community Support
<b>Authorisator/s</b>	Richard Hindley	Acting Director External Services

**File Ref: D20/10358**

#### **Applicant**

Internal

#### **Location/Address**

Shire of Esperance

#### **Executive Summary**

To endorse the *Shire of Esperance Community Recovery Plan – Covid-19*, appoint a Recovery Coordinator and Chairpersons for the Local Recovery Committee and associated Sub Committees.

#### **Recommendation in Brief**

That Council;

1. Accept the Shire of Esperance Community Recovery Plan – Covid-19 (Recovery Plan);
2. Appoint the Manager Community Support to the role of Recovery Coordinator and the Manager Development & Statutory Services to the role of Deputy Recovery Coordinator for the purpose of the Covid-19 incident;
3. Establish a Local Recovery Committee, Economic Sub Committee and Community Support Sub Committee with terms of reference and membership identified in the Recovery Plan and a minimum quorum requirement of 50% of the elected representatives, if a normal quorum (50% of total membership) is unable to be achieved;
4. Appoint the Shire President as presiding member of the Local Recovery Committee;
5. Appoint Councillors to the Economic and Community Support Sub Committees: And
6. Request the CEO to invite representatives from the stakeholders identified in Recovery Plan for future ratification and appointment by Council.

#### **Background**

*Covid-19* is an infectious disease caused by severe acute respiratory syndrome *coronavirus 2*. The disease was first identified in 2019 in Wuhan, China and has spread globally, resulting in the 2019-20 Coronavirus Pandemic.

The World Health Organisation (WHO) declared the 2019-20 *coronavirus* outbreak a pandemic and a public health emergency of international concern (PHEIC).

The Minister for Emergency Services and the Western Australian State Government declared a State of Emergency in Western Australia under the *Emergency Management Act 2005* and a Public Health Emergency under the *Public Health Act 2016* with effect from 12am on 16<sup>th</sup> March 2020.

From 23 March 2020, the Federal and State Governments introduced a number of restrictions including travel restrictions, social distancing, closure of public facilities and trading and service provision restrictions.

This had a big impact on the Esperance community as a number of local businesses closed their doors to the public and adopted alternative ways to trade. Schools, working arrangements, sporting seasons and other social activities were cancelled as people were advised to “stay at home” to stop the spread.

To date, there have been no positive *Covid-19* cases in Esperance.

### **Officer's Comment**

During the response to the *Covid-19* lockdowns, it became apparent that there would be a personal and community impact that would be serious, long lasting and require the efforts of community and business groups, government agencies and key members of the community to enable the smoothest and most rapid recovery as the community makes the transition to what will be the “new normal”.

Within the *Local Recovery Plan – April 2016* (the Plan), endorsed by Council on 24 May 2016, identifies the roles and responsibilities of the Shire of Esperance during a recovery effort as;

- Nominate a Recovery Coordinator and Deputy Recovery Coordinator
- Be responsible for ensuring a coordinated recovery
- Provide executive, communications and media support to the Recovery Committee
- Provide staff and equipment for the Recovery Coordination Centre, as required
- Prepare, maintain, test, monitor effectiveness and make changes, as required, to these arrangements throughout the recovery process
- Provide financial management support to the Recovery Committee
- Prepare a Business Continuity Plan to accommodate a protracted recovery process
- Coordinate the promotion of community awareness with respect to the recovery arrangements.

In order for the Shire to fulfil these responsibilities, the Plan states that the Recovery Coordinator will be the Shire of Esperance CEO or his nominee. In this instance, Melissa Ammon would be a logical choice for this position given her training in the field and experience as the Deputy Recovery Coordinator during the November 2015 Fires, and Recovery Coordinator for the 2017 Floods and 2018 Fires. Paul Clifton would be a suitable Deputy Recovery Coordinator given his work in public health, his continued involvement with the existing Incident Management Team and some experience and training in emergency management and recovery.

The Recovery Committee is formed to maintain the recovery process in accordance with the State Emergency Management Policy 4.4 which includes the National Disaster Recovery Principles. Generally, the Shire President will chair the Recovery Committee, as this Committee is the driver of the recovery effort and, as the spokesperson for the Shire, it provides an opportunity for the Shire President to stay abreast of measures implemented.

Within the Plan, it identifies that four sub committees, being Community Welfare/Support, Economic, Environment and Built Environment, that need to be established to cover the needs of the community to address the outcomes of the situation. Given the current situation, and subsequent recovery process, is for impacts associated with a pandemic, it has been determined that there will be little attention required to issues arising from the environment or built environments. As a result, it has been deemed that there will only be a requirement to establish economic and community support sub committees. A chair for each of these sub committees will need to be determined from this meeting.

### **Consultation**

Shire of Esperance Incident Management Team

Esperance Incident Support Group including a majority of the LEMC membership

Shire of Esperance Middle Management Team

### **Financial Implications**

Establishing the Committees and making the appointments will have no financial impact.

There is potential for some financial impact associated with recommendations or actions that come from the Committees, once they are operational. These will need to be considered on their own merit at the time.

### **Asset Management Implications**

Nil

### **Statutory Implications**

Section 36 of the *Emergency Management Act 2005* state that;

*"It is the function of the local government to manage recovery following an emergency affecting the community in its district"*

### **Policy Implications**

Nil

### **Strategic Implications**

Strategic Community Plan 2017 - 2027

*Community Connection*

A feeling of safety and confidence within our neighbourhoods and a sense of security

Develop and maintain a safe environment for the community

### **Environmental Considerations**

Nil

### **Attachments**

A<sup>1</sup>. Shire of Esperance Recovery Plan - COVID-19

### **Officer's Recommendation**

That Council;

1. Accept the Shire of Esperance Community Recovery Plan – Covid-19 (Recovery Plan);
2. Appoint the Manager Community Support to the role of Recovery Coordinator and the Manager Development & Statutory Services to the role of Deputy Recovery Coordinator for the purpose of the Covid-19 incident;
3. Establish a Local Recovery Committee, Economic Sub Committee and Community Support Sub Committee with terms of reference and membership identified in the Recovery Plan and a minimum quorum requirement of 50% of the elected representatives, if a normal quorum (50% of total membership) is unable to be achieved;
4. Appoint the Shire President as presiding member of the Local Recovery Committee;
5. Appoint the following Councillors to the Economic Sub Committee:
  - a. \_\_\_\_\_
  - b. \_\_\_\_\_

c. \_\_\_\_\_

**6. Appoint the following Councillors to the Community Support Sub Committee:**

a. \_\_\_\_\_

b. \_\_\_\_\_

c. \_\_\_\_\_

**7. Request the CEO to invite representatives from the stakeholders identified in Recovery Plan for future ratification and appointment by Council.**

**Voting Requirement**

Simple Majority



# Shire of Esperance

## Community Recovery Plan COVID-19

06 May 2020  
D20/7000

## Community Recovery Plan COVID-19



### INTRODUCTION

*Covid-19* is an infectious disease caused by severe acute respiratory syndrome *coronavirus 2*. The disease was first identified in 2019 in Wuhan, China and has spread globally, resulting in the 2019-20 Coronavirus Pandemic.

The World Health Organisation (WHO) declared the 2019-20 *coronavirus* outbreak a pandemic and Public Health Emergency of International Concern (PHEIC).

The Minister for Emergency Services and the Western Australian State Government declared a State of Emergency in Western Australia under the *Emergency Management Act 2005* and a Public Health Emergency under the *Public Health Act 2016* with effect from 12am on 16<sup>th</sup> March 2020.

The Hazard Management Agency (HMA) for the incident is Department of Health (DoH).

Up to date, information regarding the disease and the DoH response can be found at [www.health.wa.gov.au](http://www.health.wa.gov.au)

### EMERGENCY RECOVERY

*"Emergency Recovery is the coordinated process of supporting emergency affected communities in the reconstruction of the built environment and the restoration of emotional, social, economic, built and natural environment wellbeing."* (Emergency Management Australia, 2011)

Given the nature of the *Covid-19 Pandemic*, consideration has been given to the recovery needs of the event. The nature of a pandemic see negligible impact on built environments and natural environment. As a result, in this Plan, these sub committees will not be formed and any needs identified in these fields will be addressed in the resulting Economic or Community Support portfolios, as required.

### RECOVERY GOALS

- Establish and maintain comprehensive local situational awareness of the *Covid-19 Pandemic* focussing on social and economic impacts
- Ensure recovery activities are coordinated and where possible in line with existing *Shire of Esperance Local Recovery Plan*
- Transition the community to a satisfactory post recovery state

### SHIRE OF ESPERANCE LOCAL RECOVERY PLAN

The *Shire of Esperance Local Recovery Plan* was prepared under instruction of the Shire of Esperance's Chief Executive Officer and endorsed by the Esperance Local Emergency Management Committee (LEMC) on 4<sup>th</sup> May 2016, and Council on 24<sup>th</sup> May 2016. This Recovery Plan has been tabled for information and comment with the Goldfields District Emergency Management Committee (DEMC). The *Emergency Management Act 2005* requires a Community Recovery Plan is prepared.

## Community Recovery Plan COVID-19



### RECOVERY COORDINATOR

Within the *Shire of Esperance Local Recovery Plan*, the Recovery Coordinator is identified as the Chief Executive Officer or their nominee. For the purpose of the *Covid-19 Pandemic* local recovery, Melissa Ammon has been appointed as the Recovery Coordinator, with Paul Clifton as the Deputy Recovery Coordinator.

### RESPONSIBILITIES

#### Local Recovery Coordinator (and Deputy Recovery Coordinator)

- Liaise with HMA, Local Emergency Coordinator and all responsible agencies to determine when the Local Recovery Plan needs to be activated and the Local Recovery Committee convened.
- Assess the recovery requirements of the community and ensure the appropriate strategies are put in place
- Facilitate the acquisition and appropriate application of material, staff and financial resources necessary to ensure an effective recovery response
- Contribute to resolution of community and political problems which emerge during the recovery process
- Ensure maximum community involvement in the recovery process
- Ensure both the immediate and long term individual and community needs are met during the recovery process
- Coordinate local recovery activities in accordance with plans, strategies and policies determined with the Local Recovery Committee
- Monitor the recovery process progress and provide periodic reports to the Local Recovery Committee
- Liaise with the State Recovery Coordinator on issues where State level support is required
- Ensure regular reports are provided to the State Recovery Committee
- Arrange for the conduct of a debriefing of all participating agencies and organisations as soon as possible after stand down.

### PRINCIPLES OF RECOVERY

The principles of emergency management are described in the *Emergency Management Australia Manual – Recovery* as;

- Recovery from an emergency is an enabling and supportive process which allows individuals, families and communities to attain a proper level of functioning through the provision of information, specialist services and resources
- Effective recovery management from an emergency requires the establishment of planning and management arrangements which are accepted and understood by recovery agencies, response agencies and the community

## Community Recovery Plan COVID-19



- Recovery management arrangements are most effective when they recognise the complex, dynamic and protracted nature of the recovery process and the changing needs of affected individuals, families and groups within the community over an extended length of time
- Recovery management is most effective when human service agencies play a major role in all levels of key decision making which may influence the well-being and recovery of the affected community
- Recovery management is best achieved where the recovery process begins from the moment the emergency impact
- Recovery planning and management arrangements are most effective where they are supported by training programs and exercises which ensure that recovery agencies and personnel are properly prepared for their roles
- Recovery from an emergency is most effective where recovery management arrangements provide a comprehensive and integrated framework for managing all potential emergencies and disasters and where assistance measures are provided in a timely, fair, equitable manner and are sufficiently flexible to respond to the diversity of community needs.

### IMPACT ASSESSMENT

The early task of achieving a comprehensive understanding of impacts from the emergency is important. Accurate, factual information about the effect of the event on individuals and the community is critical to the management of an effective recovery program and must involve all relevant agencies working together to exchange information.

Sources that can assist in the collection of this information are;

- Impact Assessment templates completed by relevant agencies regularly
- Department of Health updates
- Welfare agencies working to identify persons in need of immediate assistance
- Community feedback i.e. interactions, Facebook, conversation etc.
- Take up, assessments and feedback on community support programs and initiatives

Data gathering techniques can include physical inspections and surveys while information will also come from self-reporting to Council, social and support agencies.

Given the longevity expected from the current event, impact assessment templates will be utilised as the primary record of community impact from both an economic and community support perspective. It is important to establish a standardised method of information collection to ensure a system of monitoring and prioritisation as we move through the event. It is vital all impacts are recorded and a process in place to ensure all needs are addressed and nothing is missed.

## Community Recovery Plan COVID-19



### TERMS OF REFERENCE

#### Local Recovery Committee

The Local Recovery Committee (LRC) is to coordinate and support local management of the recovery processes within the community subsequent to a major emergency in accordance with State Emergency Management Committee (SEMC) policies and the Local Recovery Arrangements (LRA).

The LRC is responsible for;

- Establishing sub committees, as required
- Assessing requirements for recovery activities relating to the physical, psychological, economic and environmental wellbeing with the assistance of the Hazard Management Agency (HMA) and Incident Support Group (ISG)
- Facilitating the provision of services, public information, information exchange and resource acquisition
- Communicating and promoting the most effective use of resources and programs designed to assist recovery of individuals and businesses available through State and Commonwealth agencies
- Monitoring the progress of recovery and receive periodic reports from recovery agencies
- Ensuring a coordinated multi agency response to community recovery
- Making appropriate recommendations, based on lesson learnt, to the LEMC to improve the community's future recovery preparedness

Currently ISG meetings are occurring on a weekly basis. While a response phase remains, this Group will continue to meet and there is not a need for a full LRC to be formed and meet regularly. As a rule, many of the ISG members will form a formal LRC group at a later stage.

The Shire of Esperance has the legislated responsibility for local recovery. As a result, while the incident remains active, a small administrative committee will be formed to ensure recovery measures are being maintained. An Economic Sub Committee and Community Support Sub Committees will be formed and meet regularly, reporting back to the LRC and ISG. While the ISG meetings continue to be held, "Recovery" will remain as a standing agenda item.

The membership of the initial LRC is;

- Shire President – LRC Chair
- Chief Executive Officer
- Local Recovery Coordinator
- Economic Sub Committee Chair
- Community Support Committee Chair

## Community Recovery Plan COVID-19



Current membership of the ISG is;

- Esperance Police
- Shire of Esperance
  - Council Representative
  - Executive Officer
  - Environmental Health
  - Esperance Airport
  - Esperance Volunteer Resource Centre
  - Community Development
- Dept of Health – Esperance Hospital
- St John Ambulance – Paramedic
- Dept of Communities
- Dept Fire and Emergency Services (DFES)
- Southern Ports
- Dept of Transport
- Esperance Chamber of Commerce (ECCI)
- Goldfields-Esperance Development Commission (GEDC)
- Dept of Primary Industry and Regional Development (DPIRD)

### **Economic Sub Committee**

The Economic Sub Committee (ESC) will report to the LRC. The ESC will lead and inform a local recovery response to address the economic impacts to Covid-19 within the Shire of Esperance.

The ESC will be responsible for;

- Provide advice on the recovery priorities from an economic perspective
- Monitor the effects of the incident from a financial and economic perspective and establish immediate actions accordingly
- Engage with stakeholders to share local intelligence
- Remain up to date of assistance packages made available through the Federal and State Governments and communicate accordingly
- Monitor the use of Government assistance packages to establish whether community needs are being met and identify if any gaps present and what, if any, the additional needs are
- Develop and implement locally based initiatives, activities and events that support and assist the community in positive economic recovery outcomes in the longer term
- Assist the LRC to develop strategies to minimise the effects of the incident on individuals and wider community
- Conduct inter agency briefings and feedback sessions on the progress of the economic recovery

## Community Recovery Plan COVID-19



- Consult with industry bodies who can provide support, to provide a coordinated response across the all agencies to economic recovery for the Esperance community.

The recommended membership for the ESC is;

- Shire Councillor – Chair
- Recovery Coordinator
- Economic Development, Shire of Esperance
- Esperance Chamber of Commerce (ECCI)
- Goldfields Esperance Development Commission (GEDC)
- Dept of Primary Industry and Regional Development (DPIRD)
- Tourism Esperance
- Local State Government representative
- Local Federal Government representative
- Local Business representatives
- Agriculture representative
- Community representative

### Community Support Sub Committee

The Community Support Sub Committee (CSSC) reports to LRC and is focussed on the delivery of welfare and support to individuals, families and wider community through the provision of support services including mental health, youth, domestic violence, financial support, seniors, disability, emergency accommodation and food, social support, health and relationships, to support the recovery process.

The CSSC will be responsible for;

- Liaise with support agencies to establish ongoing recovery needs within the community
- Identify any community needs that are not being met by existing services available through support agencies
- Remain up to date of assistance packages made available through the Federal and State Governments and communicate accordingly
- Coordinate community activities, initiatives, programs and events in a bid to ensure community needs are met, avoid duplication and avoid activity saturation
- Establish one authorized communication source to ensure consistent messaging is received by everyone
- Establish a communication strategy, including multiple mediums to ensure messaging is reaching all areas of the community
- Assist the LRC to develop strategies to minimise the effects of the incident on individuals and the wider community
- Conduct inter agency briefings and feedback sessions on the progress of community recovery

## Community Recovery Plan COVID-19



The recommended membership for the CSSC is;

- Shire Councillor – Chair
- Recovery Coordinator
- Community Development, Shire of Esperance
- Communications, Shire of Esperance
- Volunteer Resource Centre
- Esperance Home Care
- Dept of Communities
- Education Dept
- Centrelink
- Esperance Care Services
- Escare – Family and Children Services
- GIFSA – Disability Services
- Centrecare
- Esperance Tjaltjraak Native Title Aboriginal Corporation
- Community Policing
- Youth Advisory Committee representative
- Senior Citizen representative
- Church representatives
- Agriculture representative
- Community representative





**7. MATTERS BEHIND CLOSED DOORS**

**Officer's Comment:**

It is recommended that the meeting is behind closed doors for the following item, in accordance with section 5.23(2) of the Local Government Act 1995.

**Item: 7.1**

**Proposed Lease of 1A Goldfields Rd Castletown**

**CONFIDENTIAL ITEM**

*This report is considered confidential in accordance with the Local Government Act 1995, as it relates to a contract entered into, or which may be entered into, by the local government and which relates to a matter to be discussed at the meeting (Section 5.23(2)(c)).*

**8. CLOSURE**