Local Recovery Coordination Group

COVID-19
Minutes, 7 May 2020

Dear Member

Thank you for attending the Local Recovery Coordination Group (LRCG) meeting for the Shire of Serpentine Jarrahdale will be held on Thursday, 7 May 2020 via Microsoft Teams commencing at 1500hrs.

Helen Sarcich

Helen Sarcich
Local Recovery Coordinator
Deputy CEO / Director Community Services
11 May 2020

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1. Attendances and Apologies:

Attendees:

Cr Michelle Rich	Chair /Shire President
Helen Sarcich	Local Recovery Coordinator / Deputy CEO/ Director Community Services
John O'Neill	Manager Economic Development, Tourism and Marketing
Brian Oliver	Manager Communications and Customer Engagement
Kylie Shailer	LRCG Administration Support
Rebecca Steinki	Chair, Community Wellbeing Sub Committee / Manager Community Development
Deon van der Linde	Chair, Economic Recovery Sub Committee / Manager Strategic Planning
Gailene Hamilton	Local Emergency Coordinator/Mundijong Police
Ryan Hamblion	Department of Communities

Apologies

Karen Edmeades	State Coordinator, Emergency Services – Resilience and Recovery - Australian Red Cross
Frazer Sullivan	Director Corporate Services
Ellena Murdock	Department of Communities
Brian Owston	Coordinator Community Safety
Paul Martin	Chief Executive Officer
Steven Harding	Director Infrastructure Services
Andrew Trosic	Director Development Services
Darren Kane	Manager Health and Building
Gillian French	Coordinator Emergency Services

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2. Purpose of the Meeting

The purpose of the meeting is to;

- Receive any updates from the State Recovery Coordination Unit,
- Receive action item advice and recommendations from the OASG (Operational Area Support Group) and provide any matters to the OASG for consideration, and
- Receive minutes and updates from the Community Wellbeing Sub Committee and Economic Recovery Group.

3. State Recovery Coordination Unit (SRCU)

We have received advice that the SRCU will be meeting with the Recovery Controller Sharyn O'Neill later this week.

4. Metropolitan Operational Area Support Group (OASG)

A meeting of the OASG was held on Friday 1 May 2020.

There have been issues with people trying to circumvent the directions. Advice has been received to clarify, especially around sport training.

Hygiene and contract tracing are the priorities.

The WA Police provided an update on their COVID-19 related actions. There has been a reduction in crime generally and they have been able to attend to outstanding warrants and cases.

Still waiting on response around libraries – public use of computers, accessibility. City of Swan put together a business case which was not accepted.

Local Governments reported an increase in antisocial behaviour as well as a dramatic increase street present people. The sector is meeting this week to build a collective picture to take back to the Department of Communities.

Requested an evolving impact statement from Health as HMA as this is what we use to develop our recovery plans.

Australian Institute of Sport released a framework for community sport – we are looking at what it means for our groups.

5. Community Wellbeing Sub Committee

Minutes of the meetings held 17, 24, 30 April 2020 are included with these minutes.

June/July may be more difficult for people – 6 months may be when the impacts really bite around financial wellbeing.

Regular phone contact is being made with our community group representatives. They are supporting each other well.

Letter and flyers well received and some expressed they appreciated the contact.

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Staff have been scenario brainstorming to develop a long term recovery plan.

6. Economic Recovery Group

Minutes of the meeting held 28 April 2020 are included with these minutes.

Impact on local business in the Shire appears to be less than expected. Some small businesses are diversifying and capturing niche markets.

The equine industry appears to be coming back to some sort of normality with the 10 person requirements.

Stakeholder meetings are continuing.

It is expected that economic Impacts will be felt around June/July.

Tourism Recovery Forum has been scheduled for 10 June – Tourism WA, Destination Perth will be presenting.

Grants coming out earlier with RED grants possibly mid May. Need to ensure Business Cases are prepared with a recovery and sustainability focus. The RED grant will be 70/30 (grant/cash contribution) instead of 50/50 with a larger pool of funds available for a greater number of businesses.

Action	
Chair, Economic Recovery Group Chair, Community Wellbeing Sub Committee	State Government requirement for hospitality hygiene training – this might be something to look at for all businesses and sporting/community groups. Check priorities, accessibility and promote awareness.

This resource is interesting to see the data of local update of jobkeeper and non jobkeeper within the Shire **https://economy.id.com.au/serpentine-jarrahdale/covid19**

The Peel Region Leaders Forum expressed concerns with the WALGA vulnerability data and it's use in applying for grant funding. A motion was passed at PRLF around this matter.

Action	
Chair, Economic Recovery Group	Undertake a comparison of the vulnerability data supplied by WALGA to that from Economy.id

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7. Recovery Communications Update

The list of Recovery Communications to date are included with these minutes.

Small business shout out campaign has seen good uptake and engagement.

National Volunteer Week is coming up at the end of May. The team is filming Byford Free Food Market and Mundijong Craft Group volunteers showcasing how they have been supporting the community during COVID-19.

Noticed an improvement in tone with comments in the community on Facebook about the Shire.

The Communications team have been doing a great job in providing timely and quality information through social channels.

8. Status Updates

		Update
Action Chair, Economic Recovery Group Chief Executive Officer	Follow up about potential funding details as expressed in the WALGA Webinar with Minister Dawson.	Waiting on further information from WALGA. Discussed with WALGA Officer who will seek further info. Cr Rich to follow up both matters with WALGA
Action Manager Economic Development, Tourism and Marketing	Request revisions of the analysis as unemployment statistics change and when movement/gathering restrictions are altered.	
Action LRCG Administration Support	Finalise the updated Operational Recovery Plan – COVID-19 v2 and include with the minutes.	Completed. Attached and distributed with Minutes of 23 April 2020.
Action Local Recovery Coordinator	Phone Outreach is the service activated post emergencies. In WA we usually partner with local government in the recovery context to deliver this service. We offered this service to Dept of Communities as part of the COVID welfare plan,	COVID-19 Communities hotline covers this role and can provide the social support.

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	but as yet this offer has not been taken up. This has been activated in all states except WA, with 37,000 calls made to people in quarantine and increasingly to vulnerable community members. To update concern through OASG.	
Action Chair, Community Wellbeing Sub Committee Chair, Economic Recovery Group Local Recovery Coordinator	Start scenario planning for recovery (short, medium and long term) needs and opportunities.	Community session held 7 May 2020 Economic session to be held 14 May 2020.
Action LRCG Administration Support Manager Communications and Customer Engagement	Include Recovery Communications Update as a standing item in the agenda. To provide Communications Register to LRCG Administration Support for inclusion in the agenda.	Completed. Completed.
Action Manager Economic Development, Tourism and Marketing	How many businesses have registered on the Shire Business Directory after promotion during this state of emergency?	

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9. General Business

Coordinator Community Safety

- Observing the early stages of a "Agriculture Biosecurity and Diversity" Recovery and Community Consultation Program. (*details have been forwarded to John ONeill to consider for economic recovery*) Food security and local supply chains – useful info to learn and apply with our local businesses and support groups.
- Business as usual for the Community Safety Team,
- No further homeless or itinerant persons identified camping out or living rough within SJ,
- Last livestock shipment prior to the northern summer is currently being populated at the holding yards,
- Weather patterns are consistent with the BOM's long term prognosis at this time.

I would also like to pass on many thanks to Tracy Johnson for her valuable actions and input into the many Emergency Management and related Groups that she has been active in.

Shire President

How much contact are we having with our rural agriculture businesses?

The Serpentine Jarrahdale Food and Farm Alliance are undertaking a comprehensive survey to horticulture, agriculture and equine businesses.

Next week (Friday) primary producer representatives are meeting with retail representatives to further develop a working relationship with the aim to provide local produce to local retailers.

Action	
Manager Economic Development, Tourism and Marketing	Report back on the outcomes from primary producer representatives /local retail representatives meeting.

WA Police

General lower crime figures however and increase is expected around September/early October.

Recently there have been some significant issues specific to a group of people known to Police.

10. Next Meeting

Thursday, 21 May 2020 at 1330hrs

11. Close

3.53pm

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Shire of Serpentine Jarrahdale

Community Wellbeing Recovery Sub Committee

COVID-19 Minutes

Friday, 17 April 2020

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Dear Member

Thank you for joining us for the Community Wellbeing Recovery Sub-Committee meeting for the Shire of Serpentine Jarrahdale on Friday, 17 April 2020.

Tracey Johnson
Chair
Manager Community Development
17 April 2020

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Minutes

1. Attendances and Apologies

Attendance

Tracey Johnson	Chair, Manager Community Development
Helen Sarcich	Deputy CEO/ Director Community Services
Lisa Keys	Manager Library Services
Sarah Farrance	Coordinator Community Development
Jason Parker	Coordinator Sport and Recreation
Matt Sargeson	Coordinator Environmental Health
Asha Kalai	Environmental Health Trainee/Technician
Don Warner	Byford Baptist Church
Ryan Hamblion	Senior District Services Officer - Department of Communities
Karen Edmeades	Resilience and Recovery Coordinator - Red Cross
Kristie Tonkin	Peel Development Commission
Nicole Little	Manager SJ Community Recreation Centre (YMCA)
Hayden	Alyssa Hayden's Office
Anthony Pyle	Community Capacity Building – LAC, South Perth / Armadale / Serpentine and Jarrahdale
Aimee Sealy	Shire Administration Support – PA to Director Corporate Services

Apologies

Deidre Baker	Digital Communications Officer
Brian Owston	Coordinator Community Safety
Janice Ferguson	Community Safety Officer

2. Minutes from the Last Meeting – 9 April 2020

Confirmed

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3. Sub Committee Objectives

- Provide advice and guidance assisting in restoration and strengthening of community wellbeing during and post event.
- Facilitate understanding of needs of impacted community in relation to community wellbeing.
- Ensure the affected community is informed and involved in recovery processes so actions and programs match their needs.
- Assess and recommend short, medium and long-term priority areas to SoSJ for consideration to assist in restoration and strengthening of community wellbeing.
- Assess the requirement for personal support services in the short, medium and long term.
- Facilitates resources (financial and human) as required to complement/assist existing local services.
- Monitors progress of local personal service providers and receives regular progress reports from agencies involved.

4. Recovery Values and Principles

Our Recovery Values:

1. Always consider consequences of actions ensuring NO HARM to affected communities.
2. Always provide LEADERSHIP for our community.
3. Recognise our key role is to foster COLLABORATION between partner agencies, community and Council.
4. EMPOWERING individuals and groups to effectively carry out recovery activities.
5. ACT as quickly as possible, however planning for the LONG TERM in consideration of value 1.
6. Consideration for TRANSITION to normal services will be part of Recovery Long Term Strategy.
7. CAPTURING lessons learnt for provision of capacity building and resilience.

Our Recovery Principles:

- Understanding the CONTEXT
- Recognising COMPLEXITY
- Using COMMUNITY LED approaches
- COORDINATE all activities
- COMMUNICATE effectively
- Build CAPACITY

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5. Purpose of this Meeting

The purpose of this meeting is to:

- Review and provide feedback on the *Helping Hands SJ – Project* so far;
- Discuss the role that community organisations will play;
- Ascertain the possible involvement of residents associations' and organisations such as St. Vincent de Paul and Probus;
- Consider other ways of involving volunteers and expressions of help; and
- To provide status updates from our previous meeting.

6. "Helping Hands SJ" Project Update

- Update on referral numbers
- Promoting the project:
  - Social Media
  - Website
  - Newspaper Advertisement
  - Letter to concession holders are scheduled to be posted at the end of next week
- "Hello Neighbour" cards
- Referral processes

"Helping Hands SJ" Actions

		Update
Action Coordinator Community Development (Sarah Farrance)	*Little Miss Squeezebox provides pop up entertainment for aged care residents and independent living* Find out the costs involved in this service. Costs to be expended from the Recovery Account as per **Council resolution**	

7. Other Agenda Items

7a. Byford Free Food Market Update

- Approximately 119 families visited the Byford Free Food Market yesterday, with all stock being dispensed. The social distancing processes for volunteers has been improved, with volunteers being placed in zones e.g. fruit and veg, bakery etc.

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7b. Alyssa Hayden's Office Update

- Volunteers – both on the phone and in person – are conducting fortnightly checks to approximately 380 elderly people from both inside and outside of the Shire. The feedback is that the call recipients are appreciative of the gesture and know that the community care.

7c. State Government Update

- COVID-19 hotline is now up and running.
- Any specific questions that the Shire receives in relation to disability, seniors or children can be emailed to Ryan Hamblion who will put them in contact with the appropriate organisations who can assist them.

7d. Grants Available

- Lotterywest
  - Lotterywest are offering funding in the recovery process. If you need a hand applying, the Shire can assist.
- Mental Health training
  - The Shire will be applying for funding for tailor-made training that will assist volunteers in dealing with community member distress over the phone. Once this funding is secured, it will be offered to all local community groups and organisations who can participate if they so wish.
  - <u>Red Cross</u>

    An introduction to psychological first aid will be available to the Shire next week. There will two components to the training, being:

    a) A 90-minute online module; and

    b) A 90-minute to 2-hour webinar.

    There is a cost involved with this training.
  - <u>Passionate Life & Aspect Mental Health</u>

    The Shire has received quotes for online webinar-based training from both Passionate Life and Aspect Mental Health. The Red Cross is the favoured training provider for the Shire as it's more tailored to the Shire's requirements.

		Update
Action Resilience and Recovery Coordinator - Red Cross (Karen Edmeades)	Provide costings of psychological first aid training to the Shire. Costings to be incorporated into the grant application.	

Reference: E20/4603
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8. Round Table

Committee Member	Topics Raised
Helen Sarcich, Deputy CEO/ Director Community Services	• Mental health campaign was launched this week which provides another resource for the community. • In the event that there are increases in homelessness we need to engage with the Department of Communities. • Shire Rangers have been working with the local Police in assisting with instances of homelessness within the community and have been able to provide the appropriate support. • Sharyn O'Neill has been appointed the State Recovery Controller. • WA Police have seen an increase in family violence and mental health calls with a decrease in other areas however, a slight increase in commercial crime due to businesses being closed. • The Department of Communities has advised the Shire to contact the COVID-19 hotline to register our concern in relation to shopping for people who are not online. • Volunteering WA have 1,500 volunteers. The Shire is in the process of registering with Volunteering WA. Ascertain if there are any volunteers who reside within the Shire. • Raised concerns re: Police Clearance timeline. Still being investigated.
Lisa Keys, Manager Library Services	• The library is functioning as usual. We received confirmation from the WA Police advising that we can still offer click and collect. Will speak to the Shire's Communications Team in relation to promoting this community service. • There is a public library state-wide meeting scheduled next week. Hoping to have some further information in relation to lack of access to public computers. Helen advised that this matter has been raised to the State for consideration. This is a work in progress. • Library staff are happy to assist with computer literacy. Information is available on our website or over the phone.
Sarah Farrance, Coordinator Community Development	• Contacting local community groups and promoting the Shire's "Helping Hands SJ" program. The community groups are doing well in supporting each other. • Passed on Don's number to Laura who is the YMCA Youth Engagement Manager. If Laura becomes aware of any

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Committee Member	Topics Raised
	families that are in need, to contact Don. • Computer literacy – The Shire's Youth Development Officers are working with community groups and providing them with "how to" information. • These "how to" information sheets will be uploaded to the Shire's website in the near future.
Jason Parker, Coordinator Sport and Recreation	• Liaising with Inclusion Solutions in relation to providing webinars to sporting clubs and community groups. • Making contact with Good Sports on Monday with regard to workshops or programs that they can provide to our sporting clubs and community groups.
Matt Sargeson, Coordinator Environmental Health	• Continuing service delivery as per normal. Started to report on the number and nature of enquiries being received from the community in terms of COVID-19 related issues.
Asha Kalai, Environmental Health Trainee/Technician	• Setting the objectives for Health and Wellbeing Strategy. Promoting positive mental health and wellbeing which will be incorporated into the Strategy.
Don Warner, Byford Baptist Church	• Elderly members of the community are getting family support in using the internet.
Karen Edmeades, Resilience and Recovery Coordinator - Red Cross	• Invited to be a part of the State Welfare Emergency Committee. Will utilise this position as an opportunity to advocate the community needs. • There are some essential guides on our website in relation to helping with online access, particularly for the elderly. The Shire is free to use this information for its community members.
Kristie Tonkin, Peel Development Commission	• Working with other RDC's and Freight and Logistics Council to ensure that adequate food supplies are being delivered to regional IGAs. • Attended a meeting yesterday at the City of Mandurah. A WACOSS representative who asked all service providers and people who are providing support to the community to update their details on ER CONNECT to ensure that community members have one central space to find information. • We can also help with people applying for grants e.g. Lotterywest.
Nicole Little, Manager SJ Community Recreation	• Provided Sarah with the details of the Health Nurse which was spoken about at our last meeting. There is still the

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Committee Member	Topics Raised
Centre (YMCA)	option of providing a space for her at the SJ Rec Centre. • YMCA will be filming gym classes in the next couple of weeks. Once these have been completed, Nicole would like to collaborate with Sarah to making these videos available to the community. Only those that are filmed by the Rec Centre can be shared. • Nicole would like to collaborate with Asha in relation to Health and Wellbeing plan implementation. • Spoken with General Manager. As some staff are able to return to work, they can volunteer for the Shire within the community. All staff have current WWC checks.
Anythony Pyle, Community Capacity Building – LAC, South Perth / Armadale / Serpentine and Jarrahdale	• Delivery the NDIS is still progressing. Have moved predominately to phone meetings for people's plan implementations. Trying to establish a peer to peer network over Skype. This will be for families in distressing situations where their services have stopped. • If you know of anyone with an NDIS plan or a person with a disability, please refer them to us.

9. Status Updates

		Update
Action Community Safety Officer (Janice Ferguson)	Provide another layer of training for volunteers to be able to cope with more intense support for our community members	In progress
Action Deputy CEO / Director Community Services (Helen Sarcich)	Use Shire staff as volunteers to make home deliveries using Shire vehicles. Can pick up packs from the Church and deliver as needed	Approved / waiting for model to be finalised
Action Coordinator Community Development (Sarah Farrance)	Make contact with some of the senior volunteer groups within the Shire to see how they are coping	Commenced Spoke with "SJ Seniors". Nicole Little – Zumba Gold delivering classes online.

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		Update
		Seniors have internet access but not tech savvy. Youth Officers to work on some "step by step" processes. Library staff can assist also.
Action All	Create a centralised point for referrals to be triaged so to ensure that vulnerable community members are not receiving multiple calls from multiple agencies / organisations.	Completed
Action All	Prioritise the list of community members' needs into high, medium and low priorities (e.g like the City of Cockburn)	Process to be developed
Action All	Provide an information pack to volunteers to ensure that they are equipped with the correct information and resources to deliver to vulnerable community members	To be developed
Action Digital Communications Officer (Dee Baker)	Community help and wellbeing flyer – development, printing and distribution	Completed
Action Chair, Manager Community Development (Tracey Johnson)	Provide Lotterywest and state funding grants information to local businesses, the community and not for profit organisations, advising them that if they require assistance with their applications, the Shire can help.	Commenced
Action All	Develop the volunteer model. **Timeframe**: early next week	Commenced
Action Digital Communications Officer (Dee Baker)	Repurpose our Events board and other displays within the Shire with a "Stay Safe" message.	Not yet started – but task allocated

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		Update
Action Digital Communications Officer (Dee Baker)	Provide hardcopies of the advertisement which will appear in the newspaper to be displayed on local noticeboards within the Shire.	Going in the paper on Thursday
Action Coordinator Environmental Health (Matt Sargeson)	Create a Volunteer Procedure Manual using the latest Department of Health advice. This will be a working document.	Commenced. Draft document has been added to the Teams group. **Please provide feedback**
Action All	Provide further suggestions and feedback regarding this model. **Timeframe**: early next week	Commenced
Action All	Develop a protocol in relation to human contact – i.e. standing at the front gate or similar to have a conversation with someone ensuring that the social distance rules are maintained.	Not commenced
Action Chair, Manager Community Development (Tracey Johnson)	Liaise with FinuCare and other not-for-profit organisations to see if they would like to be involved. The Shire can then share their information with the community in relation to financial donations.	Model has been further explored. Yet to contact other agencies
Action Digital Communications Officer (Dee Baker)	Design some marketing around the above.	Commenced
Action Chair, Manager Community Development (Tracey Johnson)	Letterbox flyer suggestion is supported. Chair to obtain costings.	Content being developed. Discussion around the key messages

Reference: E20/4603
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		Update
Action Digital Communications Officer (Dee Baker)	Place "Helping Hands SJ" advert in local paper	Quotes obtained. Content to still be created
Action Chair, Manager Community Development (Tracey Johnson)	Include mandatory online training around mental health and suicide awareness and intervention as part of the Volunteer Pack.	Not commenced
Action Chair, Manager Community Development (Tracey Johnson)	The Shire to complete the "*Community Mental Health and COVID-19 Grants*" application and apply for funding for one of the online training programs. This program could then be offered to all local community groups. Chair to obtain training programs costings. The funds can be paid for out of the Shire's Recovery budget.	Application for funding commenced

<u>"Helping Hands SJ" Actions</u>

		Update
Action Chair, Manager Community Development (Tracey Johnson) and Coordinator Community Development (Sarah Farrance)	Liaise with Tom Hoyer from Rotary Club of Byford and Districts	Progressed
Action Chair, Manager Community Development (Tracey Johnson)	Develop a Volunteer Registration Pack and a Volunteer Training Model ensuring that we protect both the volunteers and our community.	Commenced – waiting for sign off

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		Update
Action Community Safety Officer (Janice Ferguson)	Contact IGA Mundijong in relation to pick up orders.	
Action Deputy CEO / Director Community Services (Helen Sarcich)	Raise this as an advocacy issue at a state level at recovery meeting this afternoon.	On hold until next meeting.

10. Local Recovery Coordination Group (LRCG)

a. Key Updates from LRCG

- Nil

b. Recommendations to the LRCG

- Nil

11. Next Meeting

Friday 24 April 2020 at 1.00pm. Lisa Keys will Chair the meeting as Tracey is on leave.

12. Close

Meeting concluded at 1.48pm.

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Shire of Serpentine Jarrahdale

Community Wellbeing Recovery Sub Committee

COVID-19 Minutes

Friday, 24 April 2020

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Dear Member

Thank you for joining us for the Community Wellbeing Recovery Sub-Committee meeting for the Shire of Serpentine Jarrahdale on Friday, 24 April 2020.

Lisa Keys
Acting Chair
Manager Library Services
24 April 2020

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Agenda

1. Attendances and Apologies

Attendance

Lisa Keys	Acting Chair, Manager Library Services
Helen Sarcich	Deputy CEO / Director Community Services
Sarah Farrance	Coordinator Community Development
Deidre Baker	Digital Communications Officer
Asha Kalai	Environmental Health Trainee/Technician
Ryan Hamblion	Senior District Services Officer - Department of Communities
Don Warner	Byford Baptist Church
Nicole Little	Manager SJ Community Recreation Centre (YMCA)
Michelle Lennon	Community Capacity Building, APM Communities
Simone Hutton	Peel Development Commission
Aimee Sealy	Shire Administration Support – PA to Director Corporate Services

Apologies

Tracey Johnson	Manager Community Development
Jason Parker	Coordinator Sport and Recreation
Janice Ferguson	Community Safety Officer
Brian Owston	Coordinator Community Safety
Amy Blom	Alyssa Hayden's Office
Karen Edmeades	Resilience and Recovery Coordinator - Red Cross
Matt Sargeson	Coordinator Environmental Health

2. Minutes from the Last Meeting – 17 April 2020

Confirmed

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3. Sub Committee Objectives

- Provide advice and guidance assisting in restoration and strengthening of community wellbeing during and post event.
- Facilitate understanding of needs of impacted community in relation to community wellbeing.
- Ensure the affected community is informed and involved in recovery processes so actions and programs match their needs.
- Assess and recommend short, medium and long-term priority areas to SoSJ for consideration to assist in restoration and strengthening of community wellbeing.
- Assess the requirement for personal support services in the short, medium and long term.
- Facilitates resources (financial and human) as required to complement/assist existing local services.
- Monitors progress of local personal service providers and receives regular progress reports from agencies involved.

4. Recovery Values and Principles

Our Recovery Values:

1. Always consider consequences of actions ensuring NO HARM to affected communities.
2. Always provide LEADERSHIP for our community.
3. Recognise our key role is to foster COLLABORATION between partner agencies, community and Council.
4. EMPOWERING individuals and groups to effectively carry out recovery activities.
5. ACT as quickly as possible, however planning for the LONG TERM in consideration of value 1.
6. Consideration for TRANSITION to normal services will be part of Recovery Long Term Strategy.
7. CAPTURING lessons learnt for provision of capacity building and resilience.

Our Recovery Principles:

- Understanding the CONTEXT
- Recognising COMPLEXITY
- Using COMMUNITY LED approaches
- COORDINATE all activities
- COMMUNICATE effectively
- Build CAPACITY

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5. Purpose of this Meeting

The purpose of this meeting is to:

- Review and provide feedback on the *Helping Hands SJ – Project* so far;
- Discuss the role that community organisations will play;
- Ascertain the possible involvement of residents associations' and organisations such as St. Vincent de Paul and Probus;
- Consider other ways of involving volunteers and expressions of help; and
- To provide status updates from our previous meeting.

It is to be noted that this year's ANZAC Day commemorations may trigger some different emotions and outcomes within the community due to remembering the day differently than normal.

6. "Helping Hands SJ" Project Update

- One new referral from a lady in Serpentine who the Shire are assisting with her needs
- Eight (8) cases have been completed and we are keeping in touch with those people to make sure that they don't need any further help
- Promoting the project:
  - Social Media posts have been running over the weekend
  - The Shire's Community Development Officer, has been phoning the community groups to promote "Helping Hands SJ", checking that they are okay and asking them to share the project with their own networks
  - Information is currently on our website with further updates next week surrounding community wellbeing messaging
  - Newspaper Advertisement appeared in the Examiner newspaper on 23 April 2020
- "Hello Neighbour" flyers are due back from the printer on Tuesday 28 April 2020. The letter from the Shire president has been finalised so these will be posted next week. Further referrals are expected once these letters are received by the community.
- 100 flyers were delivered to the Byford Baptist Church to include in their food boxes
- Hand delivery of flyers to both the Serpentine Falls Tourist Village and Graceford Residential Aged Care, Byford.

<u>"Helping Hands SJ" Actions</u>

		Update
Action Coordinator Community Development (Sarah Farrance)	Deliver flyers to medical centres and other medical providers (e.g. Byford Physiotherapy) to allow them to pass on this information to their clients.	

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7. Other Agenda Items

7a. Byford Free Food Market Update

- Numbers increased again this week with 144 families attending the Byford Free Food Market
- Oz Harvest broke the record with the biggest delivery of 900kgs to one site
- Had already provided 30 boxes by 10.30am
- Volunteers exhausted due to numbers
- Boxes provided a variety of products (bread, meat, fruit and veg, dairy)
- Lots of gratitude from the community
- Some ANZAC veterans turned up. They expressed that they are battling with the concept of no "normal" ANZAC Day commemorations
- Coles Byford are donating their banana boxes. Church volunteers are picking them up daily
- No further volunteers are needed at this stage however, if it continues for a long time, then possibly more "younger" volunteers will be required for the muscle power to help with the heavy lifting.

  Nicole expressed that YMCA staff that can help in that regard

The Shire President and Councillors have pre-recorded a short service video which will be on our website at 9.00am tomorrow morning. This has been promoted on our social media outlets. Interested members can click on the "interested" button to receive an alert.

7b. Alyssa Hayden's Office Update

No representative from Alyssa Hayden's Office attended the meeting today however, there was an article in this week's Examiner newspaper on page 3 highlighting the work that the volunteers have been undertaking, making more than 2,300 calls to offer assistance to some of the community's most vulnerable. (click here to view)

7c. State Government Update

- No updates this week however, any specific questions that the Shire receives in relation to disability, seniors or children can be emailed to Ryan Hamblion who will put them in contact with the appropriate organisations who can assist them.
- Helen advised that she attended the Department of Communities webinar this week whereby they talked about the state structure for responding to the State of Emergency. Will continue to update the sub-committee if there is anything of interest to the Shire.
- Ryan advised to continue to use the State Emergency Welfare Plan.

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7d. Grants Available

- Mental Health training
  - The Shire is putting in a submission for funding for staff to receive training on supporting members of the community who are experiencing hardship and difficulty. This submission has been finalised. The first round of training (webinar) will be interacting with staff then a recording of that will be made available to volunteers.

		Update
Action Deputy CEO / Director Community Services (Helen Sarcich)	Liaise with Don Warner, Byford Baptist Church, in relation to Synergy's one-off account credit of $2,500 which is available to small businesses and charities. Click here to visit Synergy's website to find out more.	

8. Status Updates

		Update
Action Community Safety Officer (Janice Ferguson)	Provide another layer of training for volunteers to be able to cope with more intense support for our community members	In progress
Action Deputy CEO / Director Community Services (Helen Sarcich)	Use Shire staff as volunteers to make home deliveries using Shire vehicles. Can pick up packs from the Church and deliver as needed	Approved / waiting for model to be finalised
Action Coordinator Community Development (Sarah Farrance)	Make contact with some of the senior community groups within the Shire to see how they are coping	Commenced The Shire's Community Development Officer, has been phoning the community groups to promote "Helping Hands SJ", and will then move onto contacting the playgroups. The Shire's Coordinator Sport and Recreation

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		Update
		has been contacting the sporting clubs. Will they lose volunteers when things return to normal?
Action All	Prioritise the list of community members' needs into high, medium and low priorities (e.g like the City of Cockburn)	Process to be developed
Action All	Provide an information pack to volunteers to ensure that they are equipped with the correct information and resources to deliver to vulnerable community members	To be developed
Action Chair, Manager Community Development (Tracey Johnson)	Provide Lotterywest and state funding grants information to local businesses, the community and not for profit organisations, advising them that if they require assistance with their applications, the Shire can help.	Commenced
Action All	Develop the volunteer model. **Timeframe**: early next week, week beginning 20 April 2020	Commenced
Action Digital Communications Officer (Dee Baker)	Repurpose our Events board and other displays within the Shire with a "Stay Safe" message.	Requires specific measurements of events boards and the messaging that we would like to include on the boards. Will liaise with Sarah Farrance
Action Digital Communications Officer (Dee Baker)	Provide hardcopies of the advertisement which will appear in the newspaper to be displayed on local noticeboards within the Shire.	Completed
Action Coordinator Environmental Health (Matt Sargeson)	Create a Volunteer Procedure Manual using the latest Department of Health advice. This will be a working document.	Commenced. Draft document has been added to the Teams group **Please provide feedback**

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		Update
Action All	Provide further suggestions and feedback regarding this model. **Timeframe**: early next week, week beginning 20 April 2020	Commenced
Action All	Develop a protocol in relation to human contact – i.e. standing at the front gate or similar to have a conversation with someone ensuring that the social distance rules are maintained.	Not commenced
Action Chair, Manager Community Development (Tracey Johnson)	Liaise with FinuCare and other not-for-profit organisations to see if they would like to be involved. The Shire can then share their information with the community in relation to financial donations.	Model has been further explored. Yet to contact other agencies
Action Digital Communications Officer (Dee Baker)	Design some marketing around the above.	Commenced
Action Chair, Manager Community Development (Tracey Johnson)	Letterbox flyer suggestion is supported. Chair to obtain costings.	• "Hello Neighbour" flyers are due back from the printer on Tuesday 28 April 2020. Will be posted next week. • 100 flyers were delivered to the Byford Baptist Church to include in their food boxes • Hand delivery of flyers to both the Serpentine Falls Tourist Village and Graceford Residential Aged Care, Byford.
Action Digital Communications Officer (Dee Baker)	Place "Helping Hands SJ" advert in local paper	Completed. Advert appeared in paper on 23 April 2020

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		Update
Action Chair, Manager Community Development (Tracey Johnson)	Include mandatory online training around mental health and suicide awareness and intervention as part of the Volunteer Pack.	Progressed
Action Chair, Manager Community Development (Tracey Johnson)	The Shire to complete the "*Community Mental Health and COVID-19 Grants*" application and apply for funding for one of the online training programs. This program could then be offered to all local community groups. Chair to obtain training programs costings. The funds can be paid for out of the Shire's Recovery budget.	Application for funding commenced
Action Chair, Manager Community Development (Tracey Johnson)	Submit application for funding through Metropolitan Suicide Prevention Coordinator network.	Progressed

<u>"Helping Hands SJ" Actions</u>

		Update
Action Coordinator Community Development (Sarah Farrance)	*Little Miss Squeezebox provides pop up entertainment for aged care residents and independent living* Find out the costs involved in this service. Costs to be expended from the Recovery Account as per Council resolution SCM082/04/20.	Progressed. Procurement process has commenced. To occur in the week commencing 4 May 2020.
Action Chair, Manager Community Development (Tracey Johnson)	Develop a Volunteer Registration Pack and a Volunteer Training Model ensuring that we protect both the volunteers and our community.	Commenced – waiting for sign off
Action Deputy CEO / Director Community Services (Helen Sarcich)	Raise this as an advocacy issue at a state level at recovery meeting this afternoon.	On hold until next meeting.

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9. Round Table

Lisa Keys, Acting Chair, Manager Library Services	• Library continuing with click and collect, books on wheels and online reservations. Increasing the promotion of click and collect. • Developing processes how we might consider the operational functions of the library when we reopen.
Helen Sarcich, Deputy CEO/ Director Community Services	• LRCG meeting held yesterday. The Shire President as Chair recognises and sends thanks to all involved in the sub-committee. • Economic Recovery Sub-Committee have been working with Peel Development Commission, Business SJ and the Chamber of Commerce and Industry. As a group, they have been surveying business within the Shire to see how they are going. Trying to attract investors into the Shire to generate additional employment. Feedback received is that some have been hit with the restrictions but some are going well – i.e. agriculture, abattoir, stock feed, fruit and veg etc.. • Another update report will be presented to Council in May. • Next stage is to plan for recovery options within the next two weeks. Will bring this information back to the sub-committees for their consideration.
Sarah Farrance, Coordinator Community Development	• Within the next week, Sarah will liaise with Nicole Little and Lisa Keys in relation to content contributions in relation to community wellbeing messages that will be shared via the Shire's Facebook page.
Deidre Baker, Digital Communications Officer	• Approximately six posts have been shared on social media covering various subjects such as mental health support; and supporting local business. • Will promote "Hello Neighbour" on social media on Sunday. • Will liaise with Sarah Farrance in relation to the Events board messaging
Asha Kalai, Environmental Health Trainee/Technician	• Refining the objectives and actions for Health and Wellbeing Strategy. Has sent the draft document to all Coordinators requesting any feedback that they may have.
Don Warner, Byford Baptist Church	• Progressing well, using the space and funding as best we can. • May need to open the bigger space at the church if numbers continue to increase. • ***Lisa to talk with Dee about placing a sign at the Church promoting Books on Wheels***

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Simone Hutton, Peel Development Commission	Commended the Shire on doing a great job. Well done.
Nicole Little, Manager SJ Community Recreation Centre (YMCA)	• Working on innovation with other Managers at the Centre. • Next week, YMCA will commence the filming of aerobics classes. YMCA classes can be shared via Youtube and the like. • Once these are complete, Nicole will liaise with Asha and Sarah about sharing these videos. • Child care is still running with numbers increasing slightly. • School pickup service will resume next week.
Michelle Lennon, Community Capacity Building, APM Communities	• Changes for NDIS participants are as follows: - offers of 6 to 12 months extension of plans to continue with supports; - phone based planning meetings; - plan implementation discussion over the phone; - face to face meeting only where completely necessary; - assistance being offered to connect to community supports outside of paid supports. • Continuous Capacity Building projects are: - APM offering Capacity Building workshops to Armadale Hospital clinical staff around access and reports; - Building community interest groups in an online forum; and - Valued Roles in Clubs playbook being developed. • Events are still postponed until restrictions are lifted.

10. Local Recovery Coordination Group (LRCG)

a. Key Updates from LRCG

- Nil

b. Recommendations to the LRCG

- Nil

11. Next Meeting

Thursday 30 April 2020 at 2.00pm.

12. Close

Meeting concluded at 2.00pm.

Reference: E20/4879
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Shire of Serpentine Jarrahdale

Community Wellbeing Recovery Sub Committee

COVID-19 Minutes

Thursday, 30 April 2020

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Dear Member

Thank you for joining us for the Community Wellbeing Recovery Sub-Committee meeting for the Shire of Serpentine Jarrahdale on Thursday, 30 April 2020.

Tracey Johnson
Chair
Manager Community Development
30 April 2020

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Agenda

1. Attendances and Apologies

Attendance

Tracey Johnson / Rebecca Steinki	Chair, Manager Community Development
Helen Sarcich	Deputy CEO / Director Community Services
Lisa Keys	Manager Library Services
Sarah Farrance	Coordinator Community Development
Jason Parker	Coordinator Sport and Recreation
Matt Sargeson	Coordinator Environmental Health
Deidre Baker	Digital Communications Officer
Asha Kalai	Environmental Health Trainee/Technician
Janice Ferguson	Community Safety Officer
Kristie Tonkin	Peel Development Commission
Nicole Little	Manager SJ Community Recreation Centre (YMCA)
Hayden	Alyssa Hayden's Office
Michelle Lennon	Community Capacity Building – LAC Armadale, APM Communities
Aimee Sealy	Shire Administration Support – PA to Director Corporate Services

Apologies

Brian Owston	Coordinator Community Safety
Ryan Hamblion	Senior District Services Officer - Department of Communities
Don Warner	Byford Baptist Church
Karen Edmeades	Resilience and Recovery Coordinator - Red Cross

2. Minutes from the Last Meeting – 24 April 2020

Confirmed

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3. Sub Committee Objectives

- Provide advice and guidance assisting in restoration and strengthening of community wellbeing during and post event.
- Facilitate understanding of needs of impacted community in relation to community wellbeing.
- Ensure the affected community is informed and involved in recovery processes so actions and programs match their needs.
- Assess and recommend short, medium and long-term priority areas to SoSJ for consideration to assist in restoration and strengthening of community wellbeing.
- Assess the requirement for personal support services in the short, medium and long term.
- Facilitates resources (financial and human) as required to complement/assist existing local services.
- Monitors progress of local personal service providers and receives regular progress reports from agencies involved.

4. Recovery Values and Principles

Our Recovery Values:

1. Always consider consequences of actions ensuring NO HARM to affected communities.
2. Always provide LEADERSHIP for our community.
3. Recognise our key role is to foster COLLABORATION between partner agencies, community and Council.
4. EMPOWERING individuals and groups to effectively carry out recovery activities.
5. ACT as quickly as possible, however planning for the LONG TERM in consideration of value 1.
6. Consideration for TRANSITION to normal services will be part of Recovery Long Term Strategy.
7. CAPTURING lessons learnt for provision of capacity building and resilience.

Our Recovery Principles:

- Understanding the CONTEXT
- Recognising COMPLEXITY
- Using COMMUNITY LED approaches
- COORDINATE all activities
- COMMUNICATE effectively
- Build CAPACITY

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5. Purpose of this Meeting

The purpose of this meeting is to:

- Review and provide feedback on the *Helping Hands SJ – Project* so far;
- Discuss the role that community organisations will play;
- Ascertain the possible involvement of residents associations' and organisations such as St. Vincent de Paul and Probus;
- Consider other ways of involving volunteers and expressions of help; and
- To provide status updates from our previous meeting.

6. "Helping Hands SJ" Project Update

- Referral numbers
  - no new referrals this week. The Shire has received six (6) in total who have all been matched to the appropriate services.
- Promoting the project:
  - Newspaper Advertisement appeared in the Examiner newspaper on 23 April 2020.
  - Letter and "Hello Neighbour" flyers were posted to 1,300 concession holders on 29 April 2020 and hand delivered to both the Serpentine Falls Tourist Village and Graceford Residential Aged Care, Byford.

"Helping Hands SJ" Actions

		Update
Action Coordinator Community Development (Sarah Farrance)	Suggested by the Chair to distribute the letter and "Hello Neighbour" flyer to all households within the Shire.	

7. Other Agenda Items

7a. Byford Free Food Market Update

The Shire's Youth Development Officers assisted with today's Byford Free Food Market.

There were approximately 125 families this week - roughly 20 families less than last week. This is possibly due to Jobkeeper payments appearing in bank accounts.

		Update
Action Coordinator Community Development (Sarah Farrance)	*With the Youth Development Officers assisting for the next couple of weeks, is there a need for the Shire's Community Development Officer to assist also?* Liaise with Don Warner.	

Reference: E20/5086
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7b. Alyssa Hayden's Office Update

The program is progressing well. The demand for assistance has lessened. This is possibly due to the Government's gathering rule being increased to 10 people. Due to this, some of the anxiety, fear and isolation which has been felt throughout the community has reduced.

Of the 220 households in the program, a little over half are residents who reside within the Shire. This equates to approximately 200+ people (single residents and dual residents) who are aged 70 and above.

		Update
Action Alyssa Hayden's Office (Hayden)	Determine whether or not community members are able to visit the office to have their printing and scanning needs fulfilled.	

7c. State Government Update

Peel Development Commission

Continuing to report business / community concerns through to the Minister for Regional Development.

There is some lessening of demand on services, particularly the emergency relief services however, this may increase as children head back to school and parents have more time to seek assistance.

Completed a ring around of schools today. Most schools in the Peel region have seen 55% of secondary students and 50% of primary school students returning for Term 2.

APM Communities

NDIS have now made their Access Request Form (ARF) downloadable.

Community Capacity Building (CCB) team are being flexible during this time with Service delivery support – calling participants of their families to ask:

- are there any problems with services?
- completing plan implementations
- do you understand the funding plan?
- how to set up a service agreement
- do you know how to submit your receipts to be reimbursed?

Met with Partners in the Community (PITC) to talk about our current projects; share ideas, where we can collaborate; what can we do in the community now, online resources and events and assistance to Shire's and City Councils.

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7d. Grants Available

- Peel Development Commission has some regional Economic Development grants - with changes to criteria – coming out in the next month or so. Will provide an update when available.
- Lotterywest has confirmed that the Byford Baptist Church can apply for their grant. **Lotterywest's Grant Development Officer will liaise with Sarah** to assist in helping Don with his application.

7e. Future Steps / Activities for Community Recovery

What do we need to think about to help the community in the future?

- Lisa Keys

  Interested in what terminology we can consider in the recovery phase as the word recovery is more for us , not the community. What can we consider for wording to refer to the new "normal' as normal is not what it will be . Preparing our messaging now and programs now to be ready to deliver when able to do so within the government restrictions. Programs to be based on where there might be a need as a reaction to the pandemic such as self-sufficiency, mediation relaxation, financial counselling using local business or support agencies.

- Kristie Tonkin

  As time moves on, different service providers will be sought from the community that can assist people in the longer term such as financial counselling, job planning etc. Can the Shire provide links to these type of services through their social networks?

		Update
Action Digital Communications Officer (Dee Baker)	Provide links via the Shire's social networks for service providers such as Finucare, Jobs and Skills Centre WA etc.	
Michelle Lennon, APM	Provide Sarah with the details of Brenton Turner, Community Engagement Coordinator at Jobs and Skills Centre WA. Pass onto the Shire's Community Development Officer to make contact.	

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8. Status Updates

		Update
Action Coordinator Community Development (Sarah Farrance)	Provide another layer of training for volunteers to be able to cope with more intense support for our community members	In the process of procuring the services of Passionate Lives. Have registered with Volunteering WA.
Action Deputy CEO / Director Community Services (Helen Sarcich)	Use Shire staff as volunteers to make home deliveries using Shire vehicles. Can pick up packs from the Church and deliver as needed	Approved / waiting for model to be finalised
Action Coordinator Community Development (Sarah Farrance)	Make contact with some of the senior community groups within the Shire to see how they are coping	Progressing The Shire's Community Development Officer has contacted all community groups to promote "Helping Hands SJ". Feedback received shows that some may need financial support in relation to fees and memberships. Contacting the playgroups within the Shire has commenced.
Action Chair, Manager Community Development (Sarah Farrance)	Provide Lotterywest and state funding grants information to local businesses, the community and not for profit organisations, advising them that if they require assistance with their applications, the Shire can help. *Send email to local not for profit organisations to provide them with the Lotterywest grants information.*	Commenced Economic Recovery Sub-Committee along with Peel Development Commission, Business SJ and the Chamber of Commerce and Industry have been in regular contact with local businesses, sharing information with them and keeping information updated via social networks and websites.

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		Update
Action Coordinator Community Development (Sarah Farrance) Digital Communications Officer (Dee Baker) Manager Library Services (Lisa Keys) Events Officer (Amanda Bain)	Repurpose our Events board and other displays within the Shire with a "Stay Safe / Recovery" message.	In progress. Discuss the message wording in relation to the "Recovery period", as opposed to "Stay Safe". Also to include possible future event promotion, Library services etc.
Action Coordinator Environmental Health (Matt Sargeson) Coordinator Community Development (Sarah Farrance)	Create Volunteering Model. • Develop Volunteer recruitment and training process, Include mandatory online training around empathy / mental health and suicide awareness • Volunteer Procedure Manual and Information Pack Use the latest Department of Health advice. .	Commenced. All documentation has been amalgamated in preparation of volunteers being sought, should the need arise.
Action Coordinator Environmental Health (Matt Sargeson) Events Officer (Amanda Bain)	Develop a protocol in relation to human contact – i.e. standing at the front gate or similar to have a conversation with someone ensuring that the social distance rules are maintained.	Collaborate to produce a 1-page Information Sheet
Action Chair, Manager Community Development (Rebecca Steinki)	Letterbox flyer suggestion is supported. Chair to obtain costings.	Completed
Action Chair, Manager Community Development (Rebecca Steinki)	The Shire to complete the "*Community Mental Health and COVID-19 Grants*" application and apply for funding for one of the online training programs. This program could then be offered to all local community groups. Submit application for funding through Metropolitan Suicide Prevention Coordinator network.	Completed

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		Update
Action Deputy CEO / Director Community Services (Helen Sarcich)	Liaise with Don Warner, Byford Baptist Church, in relation to Synergy's one-off account credit of $2,500 which is available to small businesses and charities. Click here to visit Synergy's website to find out more.	Completed Helen sent Don an email containing the information from Synergy.

"Helping Hands SJ" Actions

		Update
Action Coordinator Community Development (Sarah Farrance)	Deliver flyers to medical centres and other medical providers (e.g. Byford Physiotherapy) to allow them to pass on this information to their clients.	In Progress Delivery to medical centres and chemists next week.
Action Coordinator Community Development (Sarah Farrance)	*Little Miss Squeezebox provides pop up entertainment for aged care residents and independent living* Find out the costs involved in this service. Costs to be expended from the Recovery Account as per Council resolution SCM082/04/20.	In the process of procuring the services of Little Miss Squeezebox. Estimated to be booked in the week commencing 11 May 2020.
Action Deputy CEO / Director Community Services (Helen Sarcich)	Raise this as an advocacy issue at a state level at recovery meeting this afternoon.	On hold until next meeting.

9. Round Table

Tracey Johnson, Manager Community Development	As it's my last day at the Shire today, thanks for everything. It's been great working together on this project. Rebecca will now commence her role as the Manager Community Development.
Rebecca Steinki, Manager Community Development	Thanks for all the work done so far. It's fantastic to see everyone coming together on this project.
Helen Sarcich, Deputy CEO/ Director Community Services	• Attended a meeting last week with surrounding local governments. Some included a script for consent for community members' information to be shared, which they can withdraw at any time. ***Should we consider this for***

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	"Helping Hands SJ"? • Some local governments that are experiencing an increase with homelessness have found a withdrawing of support and services. Due to government services focussing on COVID-19, the services surrounding homelessness – unless COVID-19 related - are not available. The request across local governments is to work together as a collective to address those issues. • Salvos have expressed that June and July will be a hard time for people as their savings would have depleted which may see an increase in need. In six months when Governments payments conclude, we may see another spike. Forward planning needs to recognise these times. • Economic Recovery Sub-Committee has noticed that approximately 50% of local companies that originally expressed an interest in the JobKeeper payment have not applied due to lack of initial capital to outlay the costs. • Requested WALGA to consider running Recovery Training online which can be delivered via Teams or similar.
Lisa Keys, Manager Library Services	Library is operating as before with a slight increase in the call/ click and collect services and phone enquiries. Online recordings for programs are continuing and well received. Keen to find out about gaining permission to allow access for customers to computers , scanning and printing or if any local providers are offering this.
Sarah Farrance, Coordinator Community Development	Team working on creation of Facebook group for positive engagement with community while we are unable to deliver face to face programs and events. Hope to be launched next week.
Jason Parker, Coordinator Sport and Recreation	• Calling sporting clubs. Some are fearful that their numbers are going to decline. Junior football clubs have received feedback from some parents to say that even if the season returns in some way that their children won't be returning. • *Community Sporting and Recreation Facilities Fund* - Department of Local Government Sport and Cultural Industries are looking to bring forward the next small grants round and annual forward planning round to open in May and June.
Matt Sargeson, Coordinator Environmental Health	Environmental Health team are continuing to carrying out essential services and environmental health protection in the community. Receiving a lot of calls from the community – trying to relieve the pressure from the health care system.

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Deidre Baker, Digital Communications Officer	• "Hello Neighbours" promotion on Facebook received some great feedback. • Generic Helping Hands post yesterday • Promoting the COVID 19 page today. • Received a lot of emails to say thank you for promoting local businesses. • Setting up a Facebook group that will contain positive messages and stories. This will being launched next week.
Asha Kalai, Environmental Health Trainee/Technician	A *Food and Agriculture Organisation (FAO) of the United Nations* questionnaire was shared via Teams. *"This is the first step to help map the actions taken by municipalities and local governments, to identify new challenges and capture local government responses and recommendations to their citizens. The aim is to identify local governments' needs and challenges for further research and support. "* Can you complete and return to Asha by Friday 1 May 2020.
Kristie Tonkin, Peel Development Commission	PDC is working with Peel Chamber of Commerce and local community building organisation LxF Community to host a Community in Conversation online workshop on 11 May 2020. The focus will be on engaging community, business and government representatives to begin the discussion around what a different future for our economy and community may be; what steps are required; and who can contribute. Kristie will provide flyer to the Shire and would appreciate support in promotion of the event.
Nicole Little, Manager SJ Community Recreation Centre (YMCA)	• In light of the Government's gathering rule being increased to 10 people, outdoor classes are being delivered shortly. Hoping to have it going by Monday. This will include Zumba Gold outdoor classes. • YMCA staff can assist with volunteer needs.

10. Local Recovery Coordination Group (LRCG)

a. <u>Key Updates from LRCG</u>

- Updated the Recovery Plan to include budget as approved by Council and some information from WALGA

b. <u>Recommendations to the LRCG</u>

- Nil

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11. Next Meeting

Friday 15 May 2020 at 1.00pm.

12. Close

Meeting concluded at 3.00pm.

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Shire of Serpentine Jarrahdale

Economic Recovery Sub Committee

COVID-19
Minutes

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1. Attendances and Apologies:

Attendances	
Deon van der Linde	Manager Strategic Planning (Chair)
John O'Neill	Manager Economic Development, Tourism and Marketing (Deputy Chair)
Helen Sarcich	Local Recovery Coordinator / Deputy CEO/ Director Community Services
Andrew Trosic	Director Development Services
Andrew McKerrel	General Manager, Peel Chamber of Commerce
John Hardy	Peel CCI – SJ Business sub group
Andrew King	Communications Officer
Samantha Stewart	Coordinator Community Facilities & Projects
Belinda Struwig	Shire Administration Support – PA to Director Development Services
Apologies	
Paul Martin	Chief Executive Officer Shire of Serpentine Jarrahdale
Andrew Ward	Peel Development Commission (PDC)
Dave Crispin	Business SJ
Alan Clarkson	SJ Resident's & Ratepayers Association (President)
Linda Zietsman	Manager Finance
Nick Grant	Senior Accountant

The Chairperson opened the meeting at 2.05 pm and welcomed all attendees to the video conference.

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2. Approval of previous minutes and follow-up actions

The Minutes of the previous meeting held on 6 April 2020 were approved.

Proposed: John O'Neill

Seconded: Andrew Trosic

	Action	**Update**
John O'Neill	To provide this information to the Australian Food & Farm Alliance in SJ	Completed
Andrew Ward	To provide promotion details about initiatives in the Peel region to John O'Neil for the SJ Facebook page	Completed E-News Link **http://mailchi.mp/peel/peel-development-commission-e-bulletin-vol-58-apr-2020**
John O'Neill	To share information regarding the Federal Jobs Hub with Business SJ and Peel CCI	Completed
Helen Sarcich	To provide a summary of the SCM outcomes to the members of the Committee	Completed
John Hardy	To formally include Andrew Trosic in these initiatives to enable suitable planning input	Completed
Linda Zietsman	To provide list of local suppliers to John O'Neill	Completed

3. Data analysis and distribution of information

Andrew McKerrel provided WALGA COVID-19 Health and Economic Vulnerability Analysis, Peel CCI COVID-19 Sustained Impact Survey and the summary of data sheet.

The latest State Recovery Response COVID-19 information and Support to Individuals, Small Business and not-for-profit organisations was emailed to all members on 20 April.

John O' Neill provided survey information to Peel CCI, Business SJ and to the Shire Communications Team to add on the Shire Webpages.

The Shire is supporting business on the Shire Business Directory by giving them the opportunity to promote their business on the Shire Social Media platforms.

The Peel CCI and Chamber of Commerce COVID-19 Impact Infograph Report provides a valuable summary of facts, figures and feedback and will be emailed to the committee members.

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The Shire is doing well compared to our neighboring local authorities and has received less requests for the free advice than expected.

Many traders are still busy and are filling niches in the market.

There may be a longer term impact that needs monitoring especially regarding materials imported from places such as China.

The Equine industry will require specific focus as they are currently not doing particularly well.

We also need to be mindful of sole traders and vulnerable businesses as per the WALGA assessment. Casuals for instance have been the first to lose their jobs – how do we track this?

Banks will start changing their business as usual rules to provide real assistance to small business.

Responsible Member	**Action**
All	Continue to monitor the real impact of the pandemic on Shire businesses, most notably sole traders and vulnerable businesses
John O'Neill	WALGA Updates to be provided to the committee members
Andrew McKerrell	Continued messaging regarding positives of the Shire building business and community confidence
Andrew Trosic	Arrange a Planning forum in the second half of the year to explain planning to them
John O'Neill	Do presentations to the business organisations regarding the Shire economic opportunities and our positive business environment

4. Federal, State and Regional initiatives

No information from Federal Government on any major infrastructure or private sector investment funding options.

5. Facilitating private sector investment

John Hardy	Provide further work on the medium and long term Economic Strategies to John O'Neill on 1 May 2020

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6. Shire response and projects

All	Continue advocacy of Shire Projects
John O'Neill	Follow up with the Shire of Murray to progress the Harvest highway project
John O'Neill	The Perth Hills Tourism Alliance Strategy will be updated in the light of the pandemic

7. Other business

None

8. Summary of critical actions for the next week

a. Continue to monitor the real impact of the pandemic on Shire businesses, most notably sole traders and vulnerable businesses – All

b. Continue to call for Walga updates on their survey – JO

c. John Hardy will provide further work on the medium and long term strategies to JO on Friday – JH

d. Continue advocacy for Shire projects – All

e. Shire will follow up with Shire of Murray to progress the Harvest Highway project – JO

f. The Perth Hills strategy will be updated in the light of the pandemic – JO

g. Continued messaging regarding positives of the Shire building business and community confidence – AK

h. Arrange a Planning forum in the second half of the year to explain planning to businesses – AT

i. Presentations to the business organisations regarding the Shire economic opportunities and positive business environment – JO

j. Consider economic recovery initiatives rather than just response – All

Action All	Consider economic recovery initiatives rather than just focusing on response

9. Next meeting and close

The next meeting will be on Thursday, 7 May 2020 at 10am via Microsoft Teams. The meeting closed at 2.54pm.

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Date	What	Who	Internal/external	Channel
11-Mar-2020	Update about COVID-19 situation	CEO email	Internal	All staff email
13-Mar-2020	Update on Establishment of COVID-19 Management Group	CEO email	Internal	All staff email
15-Mar-2020	Update about COVID-19 situation	CEO email	Internal	All staff email
16-Mar-2020	Update about COVID-19 situation and Shire's response	Shire President message	External	March OCM - Shire President speech
17-Mar-2020	Shire's response to COVID-19 situation	Shire President message	External	Facebook post
17-Mar-2020	Shire's response to COVID-19 situation	Shire President message	External	SJ Matters eNewsletter
17-Mar-2020	Update about COVID-19 situation	CEO email	Internal	All staff email
18-Mar-2020	Business support resources for those affected by COVID-19	Communications	External	Facebook
21-Mar-2020	How to access Library e-Resources post share	Communications	External	Facebook
22-Mar-2020	Update on COVID-19 situation	CEO email	Internal	All staff email
23-Mar-2020	Library Closure Post	Communications	External	Facebook
23-Mar-2020	SJ Recreation Centre closure post share	Communications	External	Facebook
24-Mar-2020	Update about COVID-19 situation and Special Council Meeting outcomes	CEO email	Internal	All staff email
24-Mar-2020	Community update about COVID-19 and Shire's response -	Shire President message	External	Dedicated COVID-19 webpage, website homepage banner, video messgae, eNewsletter to SJ Matters, Off the Shelf, Out and About, and Club Corner subscriber
25-Mar-2020	Look out for neighbours post	Communications	External	Facebook share post
26-Mar-2020	Cutomer Service still available post	Communications	External	Facebook post
26-Mar-2020	Update to COVID-19 webpage on library information and admin centre information. Youth Instagram account information also added.	Communications	External	Dedicated COVID-19 webpage.
26-Mar-2020	What We Know Post - Summary of everything Shire is doing	Communications	External	Facebook
27-Mar-2020	Update on COVID-19 situation	CEO email	Internal	All staff email
27-Mar-2020	Community and Business Update	Communications	External	Facebook
28-Mar-2020	Sunrise photo	Communications	External	Facebook and Instagram
29-Mar-2020	Community and Business Update	Communications	External	Facebook
29-Mar-2020	24/7 Mental Health Support	Communications	External	Facebook
30-Mar-2020	Update about COVID-19 situation	CEO email	Internal	All staff email
30-Mar-2020	Community and Business Update	Communications	External	Facebook
31-Mar-2020	Community and Business Update	Communications	External	Facebook
31-Mar-2020	Mundijong Library eResources	Communications	External	Facebook post share
31-Mar-2020	Shire COVID-19 Leave - Open for comment	HR Email	Internal	All staff email
1-Apr-2020	Helping Hands SJ	Communications	External	Facebook, Instagram and Website
1-Apr-2020	Teddy Bear Hunt	Communications	External	Facebook and Instagram
1-Apr-2020	Free Business Support Program	Communications	External	Facebook and LinkedIn
2-Apr-2020	Update about COVID-19 situation	CEO email	Internal	All staff email
2-Apr-2020	Playgrounds and Skateparks are closed	Communications	External	Facebook
2-Apr-2020	Peel Jobs and Skills Centre - jobs avaiable	Communications	External	Facebook
2-Apr-2020	Examiner Scarp Voice Advertisment	Communications	External	The Examiner Newspaper
2-Apr-2020	Examiner Business Support Full Page Advertisment	Communications	External	The Examiner Newspaper
2-Apr-2020	Helping Hands SJ	Communications	External	Instagram
3-Apr-2020	Special Council Meeting	Communications	External	Facebook and Website
3-Apr-2020	Support local businesses	Communications	External	Facebook
3-Apr-2020	Backyard birds in islolation	Communications	External	Instagram (Photos from Colleen Rankin)
3-Apr-2020	Helping Hands SJ	Communications	External	Twitter
4-Apr-2020	Look out for neighbours post	Communications	External	Facebook
5-Apr-2020	Helping Hands SJ	Communications	External	Facebook
6-Apr-2020	Customer Service here to assist	Communications	External	Facebook
6-Apr-2020	Council approved 2020/21 budget be prepared with 0% rate increase	Communications	External	Facebook
6-Apr-2020	Support local businesses	Communications	External	Instagram
7-Apr-2020	Cr Rich video on decisions made at the Special Council Meeting	Communications	External	Facebook video
7-Apr-2020	COVID19 Update	CEO email	Internal	All staff email
8-Apr-2020	Crisis and emergency relief funding for sports groups and not for profits	Communications	External	Facebook

8-Apr-2020	Support local businesses	Communications	External	Twitter
9-Apr-2020	Parks and Facilities Closed Reminder	Communications	External	Instagram and Facebook
9-Apr-2020	Please stay home this Easter - State Government post share	Communications	External	Facebook and Twitter
9-Apr-2020	COVID19 Update and Happy Easter	CEO email	Internal	All staff email
11-Apr-2020	Mundijong Public Library Off the Shelf eNewsletter	Communications	External	eNewsletter and Facebook post, Twitter and Instagram
12-Apr-2020	Wishing residents a safe and happy easter	Communications	External	Facebook, Twitter and Instagram
13-Apr-2020	eResources at Mundijong Public Library	Communications	External	Facebook
14-Apr-2020	Green Waste Verge Collection	Communications	External	Facebook and Instagram
15-Apr-2020	Tourism Austalia Free Webinars for Tourism Businesses	Communications	External	Facebook and Twitter
16-Apr-2020	Little Free Library Byford - Hugs in isolation news story	Communications	External	Facebook
16-Apr-2020	Be Connected - Free Online Learning Resource for developing online skills	Communications	External	Facebook
16-Apr-2020	COVID19 Update	CEO email	Internal	All staff email
17-Apr-2020	Citizenship Ceremonies Cancelled due to COVID-19	Communications	External	Facebook
18-Apr-2020	Mundijong Library eResources	Communications	External	Instagram
18-Apr-2020	Small Needs Your Business - State Government post share	Communications	External	Facebook
18-Apr-2020	Helping Hands SJ	Communications	External	Facebook
20-Apr-2020	Head to Health Mental Health Website	Communications	External	Facebook and Instagram
20-Apr-2020	VendorPanel Marketplace - Procurement Resource for business owners	Communications	External	Facebook, Twitter, LinkedIn
22-Apr-2020	Helping Hands SJ	Communications	External	Instagram
22-Apr-2020	Free Coronavirus Children's Book	Communications	External	Facebook and Twitter
23-Apr-2020	Cahoots Connects - Assisted shopping	Communications	External	Facebook
23-Apr-2020	Workplace Wellbeing Newsletter	Communications	Internal	eNewsletter
23-Apr-2020	Helping Hands Advertisement	Communications	External	The Examiner Newspaper
24-Apr-2020	SJ Matters eNewsletter	Communications	External	eNewsletter
26-Apr-2020	Covid-19 Update	Communications	External	Facebook
26-Apr-2020	Understanding the JobKeeper Payment	Communications	External	Facebook, Twitter
27-Apr-2020	Hello Neighbour Cards - Helping Hands SJ	Communications	External	Facebook
28-Apr-2020	Small Business Shout Out	Communications	External	Facebook
29-Apr-2020	Off the Shelf eNewsletter	Communications	External	eNewsletter
29-Apr-2020	Helping Hands SJ	Communications	External	Facebook
30-Apr-2020	Keep up to date on Shire's response to COVID-19	Communications	External	Facebook, Twitter, Instagram
30-Apr-2020	Mundijong Public Library Video - We're Still Open	Communications	External	Video (Facebook, Instagram, Twitter)
1-May-2020	Small Business Shout Out	Communications	External	Facebook
1-May-2020	Youth Team team helping with food boxes	Communications	External	Instagram
1-May-2020	COVID19 Update and Survey Results	CEO email	Internal	All staff email
2-May-2020	Social Distancing FAQs	Communications	External	Facebook
3-May-2020	Hospitality COVID-19 Hygiene Course	Communications	External	Facebook, LinkedIn
4-May-2020	Small Business Shout Out	Communications	External	Facebook
7-May-2020	Examiner Scarp Voice Advertisment	Communications	External	The Examiner Newspaper

Shire of Serpentine Jarrahdale

Meeting Minutes

Local Recovery Coordination Group

COVID-19
Minutes, 21 May 2020

Dear Member

Thank you for attending the Local Recovery Coordination Group (LRCG) meeting for the Shire of Serpentine Jarrahdale on Thursday, 21 May 2020 via Microsoft Teams at 1330hrs.

Helen Sarcich

Helen Sarcich
Local Recovery Coordinator
Deputy CEO / Director Community Services
25 May 2020

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Shire of Serpentine Jarrahdale

Meeting Minutes

1. Attendances and Apologies:

Attendance:

Cr Michelle Rich	Chair /Shire President
Helen Sarcich	Local Recovery Coordinator / Deputy CEO/ Director Community Services
Steven Harding	Director Infrastructure Services
Andrew Trosic	Director Development Services
Rebecca Steinki	Chair, Community Wellbeing Sub Committee / Manager Community Development
Deon van der Linde	Chair, Economic Recovery Sub Committee / Manager Strategic Planning
John O'Neill	Manager Economic Development, Tourism and Marketing
Brian Oliver	Manager Communications and Customer Engagement
Gailene Hamilton	Local Emergency Coordinator/Mundijong Police
Karen Edmeades	State Coordinator, Emergency Services – Resilience and Recovery - Australian Red Cross
Darren Kane	Manager Health and Building
Gillian French	Coordinator Emergency Services
Kylie Shailer	LRCG Administration Support

Apologies:

Brian Owston	Coordinator Community Safety
Ryan Hamblion	Department of Communities
Paul Martin	Chief Executive Officer
Frazer Sullivan	Director Corporate Services

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2. Purpose of the Meeting

The purpose of the meeting is to;

- Consider a scope for the development of a Long Term Recovery Strategy,
- Receive any updates from the State Recovery Coordination Unit,
- Receive action item advice and recommendations from the OASG (Operational Area Support Group) and provide any matters to the OASG for consideration, and
- Receive minutes and updates from the Community Wellbeing Sub Committee and Economic Recovery Group.

3. Long Term Recovery Strategy

The Shire has sourced a scope and quote for the development of a Long Term Recovery Strategy which was distributed as a confidential attachment to the agenda. This scope has been prepared by Lewis Winter of Fire & Management Services who played a pivotal role in the development of the Recovery Strategy post Yarloop Bushfires.

The LRCG is asked to review the scope, provide input and make a recommendation to Council for the engagement of a consultant to undertake the development of a Long Term Recovery Strategy for the community of Serpentine Jarrahdale. Quotes are currently being sourced for the work and will be brought back to the LRCG.

If you have any feedback on the scoping statement, please forward to Kylie by 3 June 2020.

A budget adjustment may be requested through this month's Community Recovery Update report to Council.

LRCG Recommendation
Moved: Andrew Trosic, Seconded: Gailene Hamilton
That Council: 1. REQUESTS the LRCG develop a community led Long Term Recovery Strategy. 2. APPROVES a budget adjustment for the engagement of a specialist consultant to develop a community led COVID-19 Long Term Recovery Strategy.
CARRIED UNANIMOUSLY

Action Local Recovery Coordinator	Include LRCG recommendation in Community Recovery update to Council for June Ordinary Council Meeting.

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4. State Recovery Coordination Unit (SRCU)

There are nil updates from the SCRU. No briefing advised as yet for Local Government.

5. Metropolitan Operational Area Support Group (OASG)

A meeting of the OASG was held on Friday 15 May 2020.

Shire operational clarification has been requested from the OASG on the following:

- Closure and Restriction Regulations (8) (iii) a written register is retained at the place and produced for inspection as may be required by a relevant officer at any time, of the name and contact telephone number of each patron and the date and time when the patron was at the place.
    - Management of the written register of attendance by a local government in multi user community facilities for the security of personal information. Suggested the LG retain the information rather than having peoples details freely available in facilities.
- Events - The majority of events are scheduled to be run from October through to May, ranging in size from a couple of hundred people through to 15,000 people. Planning for these events needs to get underway in the next couple of weeks or a decision made not to run them. Seeking some guidance as to whether it is anticipated that events will able to be run and what limitations/ requirements might be in place?

Advice was received on 20 May 2020 advising whom the responsibility lies with in respect to local government operated facilities. The Shire is currently working on plans for all facilities.

On Sunday 17 May 2020 the new Direction clearly states that a 're-opening requirement' (Clause 36) is the completion of a 'Safety Plan' by the ***owner, occupier or person apparently in charge of an affected place to which the plan relates*** *(Clause 38).*

There are ***no references to, or requirements upon the 'users of affected place's to develop a plan****, and this likely due to the potential conflict between the owners requirements and the users who would generally be less qualified that LGA's to do so. Ultimately, the owner should maintain control over their own property and stipulate the safety plan which effectively become 'conditions' of use.*

On this basis, it is recommended that LGA's refer the matter to internal legal advice for consideration and development of a document requiring any potential user (generally a person authorised by a body seeking to use a facility) to do the following as a condition of use;

1. *Acknowledging and accepting the conditions and requirements articulated in the safety plan and committing to briefing their memberships and acting in accordance with the plan;*
2. *Providing advice that the relevant insurances covering the participants is valid.*
3. *Any other condition thought be necessary (other than a requirement to develop a Safety plan).*

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OASG also requested assistance from local government Rangers where students were noted not at school as required now by mandatory attendance to please contact the Police to advise. The Shire's Community Safety team have discussed this with Mundijong Police.

6. Community Wellbeing Sub Committee

Minutes of the meetings held 15 May 2020 are attached to the minutes.

A survey to see how people are coping was due to go out however this will be better utilised once a consultant is engaged to inform the Long Term Recovery Strategy.

7. Economic Recovery Group

Minutes of the meeting held 7 May 2020 are attached to the minutes.

- Tourism forum in 10 June is coming together – 20 registered so far.
- Perth Hills Tourism Strategy draft due.
- Growers discussion – getting local produce into local retailers meeting held.
- Harvest Highway – consultant appointed.
- Grant received for development of business cases for a Byford Health Hub and Byford Tafe Business Case.
- Starting to look at longer term strategies especially when JobKeeper is withdrawn in September.
- PDC have requested details for infrastructure projects in our area.
- Need to keep an eye on FIFO community (mining) and farmers through any impacted trade arrangements at a federal level.
- Planning Reform Bill – information came out yesterday, some of it may not be good for the community.
- How are we supporting smaller home based businesses?
- Child care / OSC providers – potential loss in income due to government "free" childcare, especially now with numbers increasing with work and school ramping up.

Action	
Manager Economic Development, Tourism and Marketing	Reach out to smaller home based businesses and Child Care / Family Day Care providers to see how they are impacted and what support they may need.
Manager Health & Building	Provide a list of regulated home based businesses and child care providers to Manager Economic Development, Tourism and Marketing.

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- Economy ID platform – Andrew shared the tools available https://economy.id.com.au/serpentine-jarrahdale/covid19
    - Construction is a very important job sector for our shire
    - Top 3 impacted sectors receiving JobKeeper are Education & Training, Accommodation and Food Services and Arts and Recreation Services.
    - Local jobs are forecast to fall by 391 jobs with JobKeeper withdrawal impacts estimated at 865 jobs.
- The number of Building application has remained constant however they consist of lower value projects. EHO's are receiving a more welcoming response from food businesses. They have been providing assistance on the COVID Safety Plans.
- A WA Economic Update has been released by WALGA and is attached to the minutes.

8. Recovery Communications Update

Community groups who have responded to COVID-19 to support our community were highlighted in two videos produced as part of National Volunteer Week, which was celebrated from May 18 – 24. The videos were published across the Shire's digital channels.

The Communications Team continues to support the Community Wellbeing Sub Committee and Economic Recovery Sub Committee with implementing projects and initiatives as part of COVID-19 recovery. A full list of recovery communications undertaken to date are attached to the minutes.

SJ Matters Facebook Group launched https://www.facebook.com/groups/903508596755066/ – 116 members have joined, run by Community Development Officers. This is a less formal, more fun community wellbeing space to share information.

The Shire organised a roving entertainer recently to perform at 2 seniors facilities – Over 45 Park Home Village in Serpentine and Graceford Aged Care in Byford.

Small Business shout out campaign is ongoing. Good engagement with the Jarrahdale Tavern post. We continue to encourage businesses to sign up to the directory.

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9. Status Updates

		Update
Action Chair, Economic Recovery Group Chief Executive Officer	Follow up about potential funding details as expressed in the WALGA Webinar with Minister Dawson.	Waiting on further information from WALGA. Discussed with WALGA Officer who will seek further info. Cr Rich to follow up both matters with WALGA A WA Economic Update has been released by WALGA.
Action Manager Economic Development, Tourism and Marketing	Request revisions of the analysis as unemployment statistics change and when movement/gathering restrictions are altered.	
Action Manager Economic Development, Tourism and Marketing	How many businesses have registered on the Shire Business Directory after promotion during this state of emergency?	Approximately 60 businesses registered. Reached out to businesses during the website launch and continue to encourage uptake. On average approx. 2-3 businesses a week are registering.
Action Chair, Economic Recovery Group Chair, Community Wellbeing Sub Committee	State Government requirement for hospitality hygiene training – this might be something to look at for all businesses and sporting/community groups.	Check priorities, accessibility and promote awareness.

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Action Chair, Economic Recovery Group	Undertake a comparison of the vulnerability data supplied by WALGA to that from Economy.id	Unable to compare as they do not do the same thing. The Sub Committee has a good idea of where the problems are and will continue to monitor them.
Action Manager Economic Development, Tourism and Marketing	Report back on the outcomes from primary producer representatives /local retail representatives meeting.	

10. General Business

Coordinator Community Safety (apology, update provided by email)

- Increased patrols of School Zone parking for the full "return" of students to schools, (*some confusion displayed by parents, but being managed by the schools and rangers),*
- Maintain patrols of remote and bushland areas for persons with health issues, (3 persons identified, 2 referred to Police, another resulting in an unsuccessful emergency response),
- Maintain patrols of closed, and reopened (with restrictions) Shire facilities,
- Opening and patrols of the Jarrahdale RV Park, (*travellers returning in small numbers*),
- Reduced patrols for homeless and itinerant persons, (*none observed since the last meeting*),
- Increased youth boredom resulting in an increase in some anti-social activities, (late night gatherings at the Byford skate Park and surrounds, ORV motorcycle activities, etc),
- Increased numbers visiting unauthorised ORV areas by families and individuals, (*Blue rock, Karrakup, State Forest 22, Alcoa Jarrahdale rail line*),

11. Next Meeting

Tuesday, 9 June 2020 at 1500hrs (note different day)

12. Close

2.24pm

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Shire of Serpentine Jarrahdale

Community Wellbeing Recovery Sub Committee

COVID-19 Minutes

Friday, 15 May 2020

Contact Us

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Dear Member

Thank you for joining us for the Community Wellbeing Recovery Sub-Committee meeting for the Shire of Serpentine Jarrahdale on Friday, 15 May 2020.

Rebecca Steinki
Chair
Manager Community Development
18 May 2020

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Minutes

1. Attendances and Apologies

Attendances

Rebecca Steinki	Chair, Manager Community Development
Helen Sarcich	Deputy CEO / Director Community Services
Lisa Keys	Manager Library Services
Sarah Farrance	Coordinator Community Development
Matt Sargeson	Coordinator Environmental Health
Asha Kalai	Environmental Health Trainee/Technician
Don Warner	Byford Baptist Church
Kristie Tonkin	Peel Development Commission
Nicole Little	Manager SJ Community Recreation Centre (YMCA)
Hayden	Alyssa Hayden's Office
Aimee Sealy	Shire Administration Support – PA to Director Corporate Services

Apologies

Deidre Baker	Digital Communications Officer
Jason Parker	Coordinator Sport and Recreation
Janice Ferguson	Community Safety Officer
Karen Edmeades	Resilience and Recovery Coordinator - Red Cross
Ryan Hamblion	Senior District Services Officer - Department of Communities
Anthony Pyle	Community Capacity Builder, APM Communities
Michelle Lennon	Community Capacity Building – LAC, South Perth / Armadale / Serpentine and Jarrahdale

2. Minutes from the Last Meeting – 30 April 2020

Confirmed

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3. Sub Committee Objectives

- Provide advice and guidance assisting in restoration and strengthening of community wellbeing during and post event.
- Facilitate understanding of needs of impacted community in relation to community wellbeing.
- Ensure the affected community is informed and involved in recovery processes so actions and programs match their needs.
- Assess and recommend short, medium and long-term priority areas to SoSJ for consideration to assist in restoration and strengthening of community wellbeing.
- Assess the requirement for personal support services in the short, medium and long term.
- Facilitates resources (financial and human) as required to complement/assist existing local services.
- Monitors progress of local personal service providers and receives regular progress reports from agencies involved.

4. Recovery Values and Principles

Our Recovery Values:

1. Always consider consequences of actions ensuring NO HARM to affected communities.
2. Always provide LEADERSHIP for our community.
3. Recognise our key role is to foster COLLABORATION between partner agencies, community and Council.
4. EMPOWERING individuals and groups to effectively carry out recovery activities.
5. ACT as quickly as possible, however planning for the LONG TERM in consideration of value 1.
6. Consideration for TRANSITION to normal services will be part of Recovery Long Term Strategy.
7. CAPTURING lessons learnt for provision of capacity building and resilience.

Our Recovery Principles:

- Understanding the CONTEXT
- Recognising COMPLEXITY
- Using COMMUNITY LED approaches
- COORDINATE all activities
- COMMUNICATE effectively
- Build CAPACITY

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5. Purpose of this Meeting

The purpose of this meeting is to:

- Provide a status update on the *Helping Hands SJ – Project* thus far;
- Discuss the community environment (including opportunities and challenges) that members/groups are currently working in. Provision of status updates;
- Ascertain any support that may be available/required to assist with the above;
- Receive an update from all committee members on implications of Phase Two status (effective from Monday 18 May) to their organisations and/or members.

6. "Helping Hands SJ" Project Update

- Letter and "Hello Neighbour" flyers have been received by 1,300 concession card holders, with a steady trickle of enquiries coming through. The majority of enquiries are not COVID-19 related but mostly seeking a bit of help on or around their properties. With the referral document now in place, we are able to link the community with other agencies who can assist with their enquiries.
- Social media posts are continuing to help promote "Helping Hands SJ"
- Working towards finding out what the next step is. What is the message that we want to convey?

"Helping Hands SJ" Actions

(see "8. Status Updates")

7. Other Agenda Items

7a. Byford Free Food Market Update

- There was a slight reduction in demand with 130 families coming through yesterday.
- The volunteers are getting a little weary but still going well.
- We are receiving good food supplies. Lots of fresh produce are on offer with a slight decrease in meat and dairy products. 50 boxes are being donated by Woolworths – thanks to Alyssa Hayden – and they will be delivered soon.
- Coles are still providing us with empty banana boxes.

7b. Alyssa Hayden's Office Update

We are seeing a drop in demand with our "seniors over 70" project. The feedback after receiving their "Helping Hands SJ" information is that they feel like people within the community care about them. Some of them were feeling as if they were left behind. Thank you to the Shire for their work so far. The "Helping Hands SJ" project picked up some community members that were missed by us so thank you.

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7c. State Government Update

- There was a district meeting this morning to discuss the reopening of facilities, the compulsory return to school and the reopening of businesses.
- The plans and guidelines for the reopening of facilities has been released. At this stage, there are no guidelines specific to community facilities so we will refer to the business guidelines for now.
- The State Recovery Coordinator is starting to become very active. There will be a briefing session for local governments coming up soon.
- With the return to school being compulsory as of next week, WA Police have asked if Shire Rangers see groups of students who should be at school, to contact them.

7d. Grants Available

Lotterywest

Resilient Communities and Events Cancellation grants have now closed.

Crisis and Emergency Relief grant is now open. Have spoken to Lotterywest and have been advised that Byford Baptist Church can apply for this grant. Waiting on Lotterywest to provide further information to us.

Suicide Prevention Coordinators Grant

They are happy to pay for training but would like to know if they can support us further. Looking at putting a bigger package together. Further discussion is required because, at this stage, we don't want to engage any volunteers to do that type of work, but whether there is some other training that would be beneficial for staff and existing volunteers that can be considered?

7e. Future Steps / Activities for Community Recovery

Nil

8. Status Updates

		Update 15/5/2020
Action Coordinator Community Development (Sarah Farrance)	*With the Youth Development Officers assisting for the next couple of weeks, is there a need for the Shire's Community Development Officer to assist also?* Liaise with Don Warner.	Completed The Shire's Community Development Officer to attend on Thursday mornings

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		Update 15/5/2020
Action Alyssa Hayden's Office (Hayden)	Determine whether community members are able to visit the office to have their printing and scanning needs fulfilled.	Completed Not able to assist at this stage as the printer is in the back of the office and may pose another element of concern within the office.
Action Digital Communications Officer (Dee Baker)	Provide links via the Shire's social networks for service providers such as Finucare, Jobs and Skills Centre WA etc.	Completed
Michelle Lennon, APM	Provide Sarah with the details of Brenton Turner, Community Engagement Coordinator at Jobs and Skills Centre WA. Pass onto the Shire's Community Development Officer to make contact.	Completed The Shire's Youth Development Officer has been in touch with Jobs and Skills Centre WA. They are working together to create something for the wider community.
Action Coordinator Community Development (Sarah Farrance)	Provide another layer of training for volunteers to be able to cope with more intense support for our community members. Passionate Lives training completed by Shire staff and Shire registered with Volunteering WA.	Completed by first group of staff. We can start to identify the next group of staff who can benefit from this training.
Action Deputy CEO / Director Community Services (Helen Sarcich)	Use Shire staff as volunteers to make home deliveries using Shire vehicles. Can pick up packs from the Church and deliver as needed. Model being finalised.	Already in motion. Working well.
Action Coordinator Community Development (Sarah Farrance)	Contact with Senior's community groups within the Shire to see how they are coping complete. Community groups contacted to promote "Helping Hands SJ" and feedback received shows that some may need financial support in relation to fees and memberships. Contacting playgroups within the Shire has commenced.	Completed. Not needing assistance at the moment – more of a social interaction.

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		Update 15/5/2020
Action Chair, Manager Community Development (Sarah Farrance)	Provide Lotterywest and state funding grants information to local businesses, the community and not for profit organisations, advising them that if they require assistance with their applications, the Shire can help. *Send email to local not for profit organisations to provide them with the Lotterywest grants information.* **NOTE**: Economic Recovery Sub-Committee along with Peel Development Commission, Business SJ and the Chamber of Commerce and Industry are in regular contact with local businesses, sharing information with them and keeping information updated via social networks and websites.	Completed
Action Coordinator Community Development (Sarah Farrance) Digital Communications Officer (Dee Baker) Manager Library Services (Lisa Keys) Events Officer (Amanda Bain)	Repurpose our Events board and other displays within the Shire with a "Stay Safe / Recovery" message.	In progress
Action Coordinator Environmental Health (Matt Sargeson) Coordinator Community Development (Sarah Farrance)	Volunteering Model and recruitment materials: • Develop Volunteer recruitment and training process, Include mandatory online training around empathy / mental health and suicide awareness • Volunteer Procedure Manual and Information Pack Use the latest Department of Health advice.	Ready to go. On hold as there is no need for it at the moment.

Reference: E20/5668
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		Update 15/5/2020
Action Coordinator Environmental Health (Matt Sargeson) Events Officer (Amanda Bain)	Develop a protocol in relation to human contact – i.e. standing at the front gate or similar to have a conversation with someone ensuring that the social distance rules are maintained.	Completed

"Helping Hands SJ" Actions

		Update 15/2/2020
Action Coordinator Community Development (Sarah Farrance)	Deliver flyers to medical centres and other medical providers (e.g. Byford Physiotherapy) to allow them to pass on this information to their clients.	Completed
Action Coordinator Community Development (Sarah Farrance)	Suggested by the Chair to distribute the letter and "Hello Neighbour" flyer to all households within the Shire.	Received a quote. Conversation required as to what to include
Action Coordinator Community Development (Sarah Farrance)	*Little Miss Squeezebox provides pop up entertainment for aged care residents and independent living* Estimated to be booked in the week commencing 11 May 2020.	Completed on Wednesday 13 May 2020.
Action Deputy CEO / Director Community Services (Helen Sarcich)	Raise this as an advocacy issue at a state level at recovery meeting this afternoon.	

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9. Round Table

Rebecca Steinki, Manager Community Development	Focusing on Phase Two and the reopening of facilities and what that entails. Further communication being distributed today to community groups that use our facilities. Positive feedback have been received from the community, with many keen to get back to their activities and programs. In the process of developing a survey to go out to community groups to obtain feedback and understanding of some of the challenges that they may be facing at the moment.
Helen Sarcich, Deputy CEO/ Director Community Services	Had a meeting with Lewis Winter, who teaches the training recovery courses for WALGA. Lewis has been reviewing our Local Recovery Plan and Emergency Management Plan. The Shire is looking at engaging him to write our Long Term Recovery Strategy for the community. The survey mentioned above will be on hold until Lewis can provide us with the right questions to include in the survey. Part of the process will include workshops, with limited numbers, but will include the members of this sub-committee. Key community members that will be included are Councillors, agencies etc. The feedback from these members will help to build the Long Term Recovery Strategy. Internally, Managers have been requested to provide an update on all the recovery work they're been involved in and also what is planned moving forward. This update is to ensure that we are resourced appropriately. National Volunteer Week is Monday 18 May – Sunday 24 May 2020.
Lisa Keys, Manager Library Services	Working on our COVID-19 services plan which is ready to be approved. The Library will reopen on Monday 18 May 2020. The use of the computers will be available for the public.
Sarah Farrance, Coordinator Community Development	***SJ Matters*** Facebook group is now active with 150 members currently. Next step is to refine the messaging to convey through this channel.
Matt Sargeson, Coordinator Environmental Health	Prioritising food businesses and local buildings that are used as part of Sport and Rec. This will commence next week. Continuing to support the Department of Health, to help educate businesses on new requirements and ensuring that their COVID-19 safety plans have been completed. If they don't have a plan, they are referred to the state government.

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	I will be liaising with Jason Parker to obtain a list of sport and recreation organisation/groups who are looking to reopen.
Asha Kalai, Environmental Health Trainee/Technician	The finalising of the Health and Wellbeing Strategy is nearly complete, which is anticipated to go to Council in June 2020.
Kristie Tonkin, Peel Development Commission	The Commission continues to be amazed and grateful for the great work that the local governments are doing in the community. It's wonderful to see local governments and communities working together to support the public. The Commission has been focused on economic recovery – trying to identify the most impacted sectors and formulate some strategies about potential government support for those sectors.
Nicole Little, Manager SJ Community Recreation Centre (YMCA)	With the centre being close to opening, the processes are being followed in preparation of this event, with the COVID-19 Safety Plan being our main priority. Liaising with user groups who are all keen to return to the centre. We are ensuring that they all have a COVID-19 Safety Plan for their specific areas.

10. Local Recovery Coordination Group (LRCG)

a. Key Updates from LRCG

- Nil

b. Recommendations to the LRCG

- Nil

11. Next Meeting

Friday 29 May 2020 at 1.00pm.

12. Close

Meeting concluded at 1.36pm.

Reference: E20/5668
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Shire of Serpentine Jarrahdale

Economic Recovery Sub Committee

COVID-19
Minutes

Contact Us

Enquiries
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Email: info@sjshire.wa.gov.au

In Person
Shire of Serpentine Jarrahdale
6 Paterson Street, Mundijong WA 6123
Open Monday to Friday 8.30am-5pm (closed public holidays)

www.sjshire.wa.gov.au

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1. Attendances and Apologies:

Attendances	
Deon van der Linde	Manager Strategic Planning (Chair)
John O'Neill	Manager Economic Development, Tourism and Marketing (Deputy Chair)
Helen Sarcich	Local Recovery Coordinator / Deputy CEO/ Director Community Services
Paul Martin	Chief Executive Officer Shire of Serpentine Jarrahdale - no
Andrew Trosic	Director Development Services
John Hardy	Peel CCI – SJ Business sub group - yes
Nick Grant	Financial Accountant
Linda Zietsman	Manager Finance
Samantha Stewart	Coordinator Community Facilities & Projects
Belinda Struwig	Shire Administration Support – PA to Director Development Services
Apologies	
Alan Clarkson	SJ Resident's & Ratepayers Association (President)
Andrew McKerrel	General Manager, Peel Chamber of Commerce
Andrew King	Communications Officer
Andrew Ward	Peel Development Commission (PDC)
Dave Crispin	Business SJ

The Chairperson opened the meeting at 10.02 pm and welcomed all attendees to the video conference.

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2. Approval of previous minutes and follow-up actions

The Minutes of the previous meeting held on 28 April 2020 were approved.

Proposed: Helen Sarcich

Seconded: John O'Neill

Responsible Member	Action	Update
All	Continue to monitor the real impact of the pandemic on Shire businesses, most notably sole traders and vulnerable businesses	The Shire continues to distribute Business Recovery Assistance Information through Shire distribution channels. SJ business not as badly affected compared to neighbouring Councils and seem to have or are finding alternative income streams. Equine operators are back in the market place and the pressure is off them due to the lifting of restrictions limiting gathering to two people only.
John O'Neill	WALGA Updates to be provided to the committee members	No further update as this stage. Completed.
Andrew McKerrell	Continued messaging regarding positives of the Shire building business and community confidence	Information is available on the Shire Website and business directory available on social media platforms.
Andrew Trosic	Arrange a Planning forum in the second half of the year to explain planning to them	To be arranged once the pandemic has eased. Possibly September / October.
John O'Neill	Do presentations to the business organisations regarding the Shire economic opportunities and our positive business environment	Presentation done to the membership of Business SJ. Shire working with project investment planning business, we hope for them to get to DA stage in 2020.
John Hardy	Provide further work on the medium and long term Economic Strategies to John O'Neill on 1 May 2020	In progress. Deon to share notes of the meetings with Business SJ, Peel CCI and the Shire.
All	Continue advocacy of Shire Projects	In Progress

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John O'Neill	Follow up with the Shire of Murray to progress the Harvest highway project	Scope of works has been sent out to consulting groups. Proposals expected back by end of next week.
John O'Neill	The Perth Hills Tourism Alliance Strategy will be updated in the light of the pandemic	Strategy has been completed and to be distributed to five neighboring local councils. The Strategy will be presented at the June Council meeting with a branding strategy to go with it.
All	Consider economic recovery initiatives rather than just focusing on response	Refer to item 6.

3. Data analysis and distribution of information

- Feedback provided above.

4. Federal, State and Regional initiatives

- Awaiting on State and Federal Government information in regards to lifting of some restrictions.
- COVID-19 Roadmap to Recovery document provided by Group of Eight Australia is available on their web. https://go8.edu.au/research/roadmap-to-recovery
- Helen to engage in scenario planning with Lewis Winter from WALGA. The outcome will be provided to this group once completed.
- PDC Grant funding will be available, cash contribution will be reduced, number of applications to be increased. Information will be provided once available.
- Building Better Regions funding Community Sport and Recreation Facilities Fund also will be open early. Once we have the parameters for these we will discussed what we want to put forward.
- SJ to assist new investment projects and the private sector is RDA Peel and Aus Industry has been helpful to assess information and help out of various government agencies.

5. Shire Response and Projects

- Byford Splash Park – no further updates
- Roads projects – response from SJ engineers will be available once received

6. Economic Recovery Strategy

- Notes of the meeting regarding some of the medium to longer terms initiatives held on 4 May will be distributed to the committee.
- SJ to engage with local tourism industries. A virtual tourism forum to be held in June.
- Tourism WA – the majority of their budget is now focus on interstate activities opposed to

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other parts of Australia or international travels.

7. Other business

- Amalgamation of the various recovery committees in the future was discussed. It is however not supported at this stage and will ultimately be a decision made by the Local Recovery Coordination Group.
- The promotion of what the Shire is doing about Fees & Charges and Shire rates has been suggested; and to get general feedback from local business and the community.
- An item will be going to Council June with recommendation as to run the SJ Community Fair. The Log Chop event later the year should still go ahead as planned.

8. Summary of critical actions for the next week

Responsible person	Action	Update
Deon	To share the notes of the meeting Business SJ, Peel CCI and the Shire with the Group (attached)	
Helen	To facilitate scenario planning (with Lewis Winter WALGA) and coordinate with Deon to accommodate the Group	
John O'Neill	To coordinate arrangements for a Virtual Tourism Forum in June	
John O and Helen	To coordinate arrangements for a Virtual Tourism Forum in June	
John O'Neill	To ensure that the Shire has presence in the Harvest Highway proposals	
John O'Neill	To present the revised Perth Hills Strategy to Council when available	
Belinda	To add discussions about the promotions of Shire rates & fees and feedback regarding drivers for businesses to next agenda	
Deon	To facilitate a virtual meeting between AndrewT, Helen, JohnO and JohnH regarding place-based events to promote the revitalization of the SJ community/business community.	

9. Next meeting and close

The next meeting will be on Thursday, 21 May 2020 at 11am via Microsoft Teams. The meeting closed at 2.54pm.

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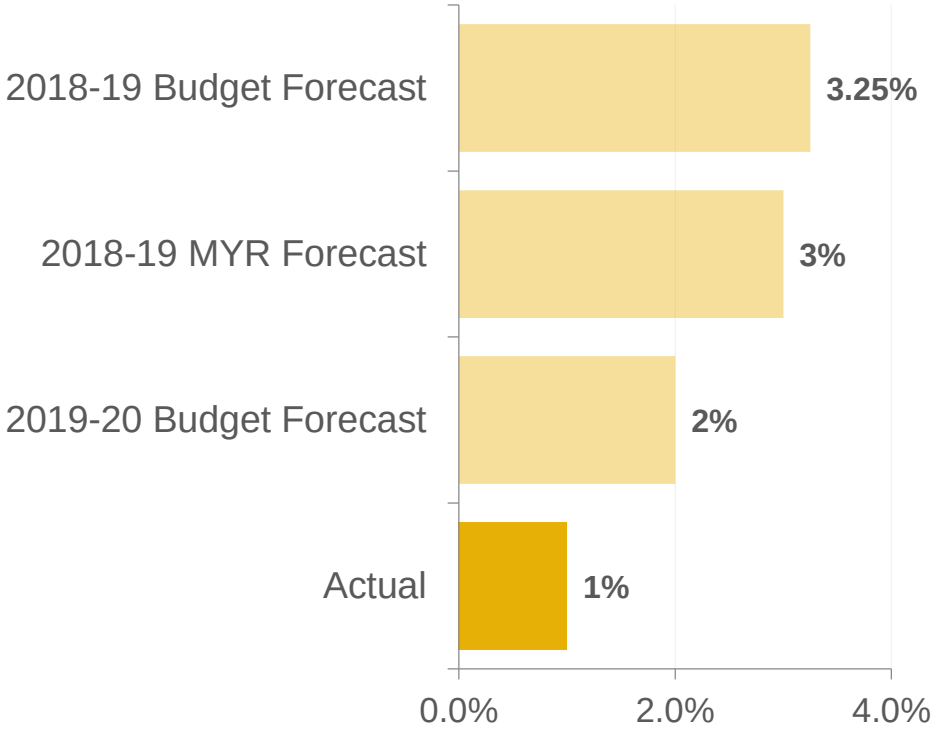
WA Economic Update

The lasting impact of COVID-19 on the economy

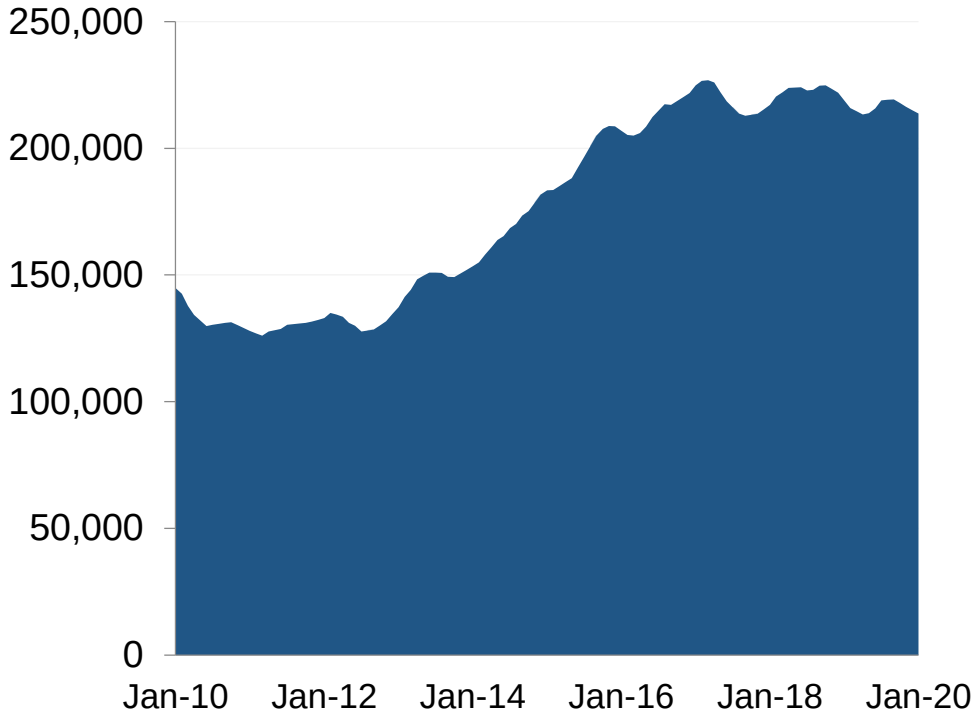
WA's economy was shaky before COVID-19..

2018-19 WA Gross State Product Growth



SOURCE: WA GOVERNMENT BUDGET PAPERS AND MID-YEAR REVIEW

Underutilised people in WA (Unemployed people and people wanting to work more hours)



SOURCE: ABS CAT 6202.0

Economic forecasts were continually downgraded in 2019, with high levels of labour force underutilisation, subdued household consumption and persistently low wages growth providing ongoing causes for concern.

But the outlook for 2020-21 was bright

Rio Tinto commits to $1bn Tom Price iron ore expansion

November 27, 2019 News Molly Hancock

Fortescue Metals Group gives green light to $3.6b Iron Bridge project in WA's Pilbara

By Kathryn Diss
Updated 2 Apr 2019, 4:51pm

FMG green lights $1.7b Eliwana with 500 jobs to come

Daniel Newell | The West Australian
Monday, 28 May 2018 8:17AM

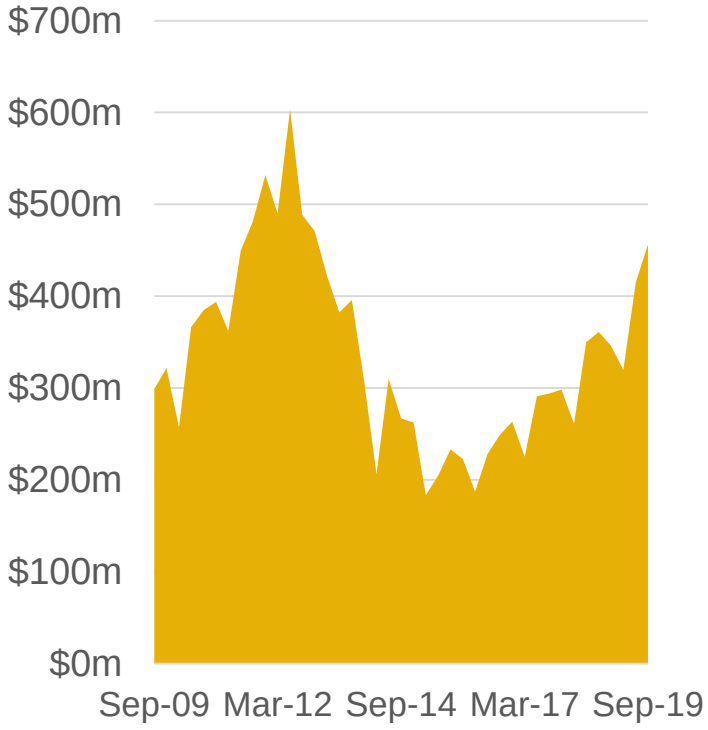
Rio Tinto counting on Koodaideri in $2.2bn new ore mine spend

Industry News, Latest News, Projects, Western Australia

METRONET gets $4.1B to create thousands of construction jobs

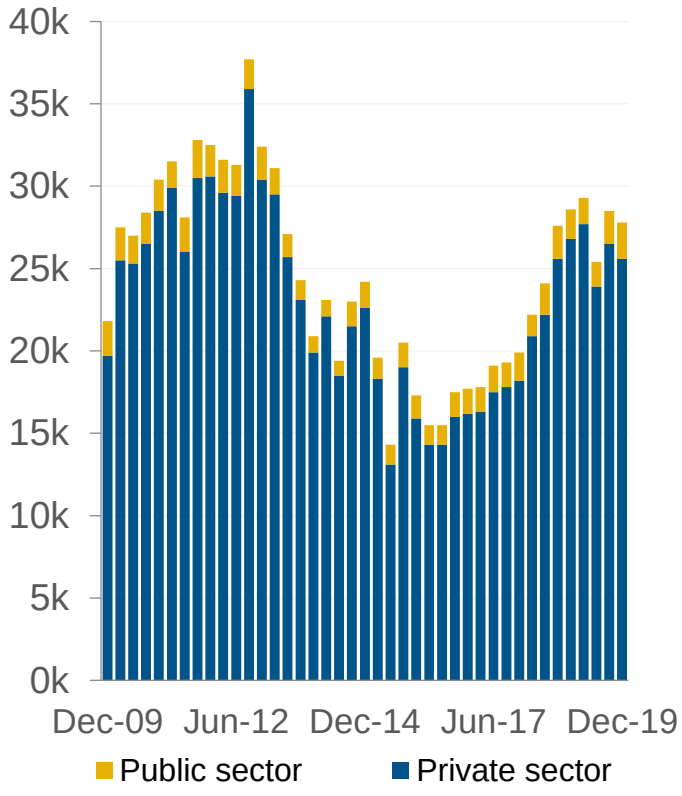
May 13, 2019, 9:36 am 5833

WA Mineral Exploration Expenditure



SOURCE: ABS CAT 8412.0

WA Job Vacancies

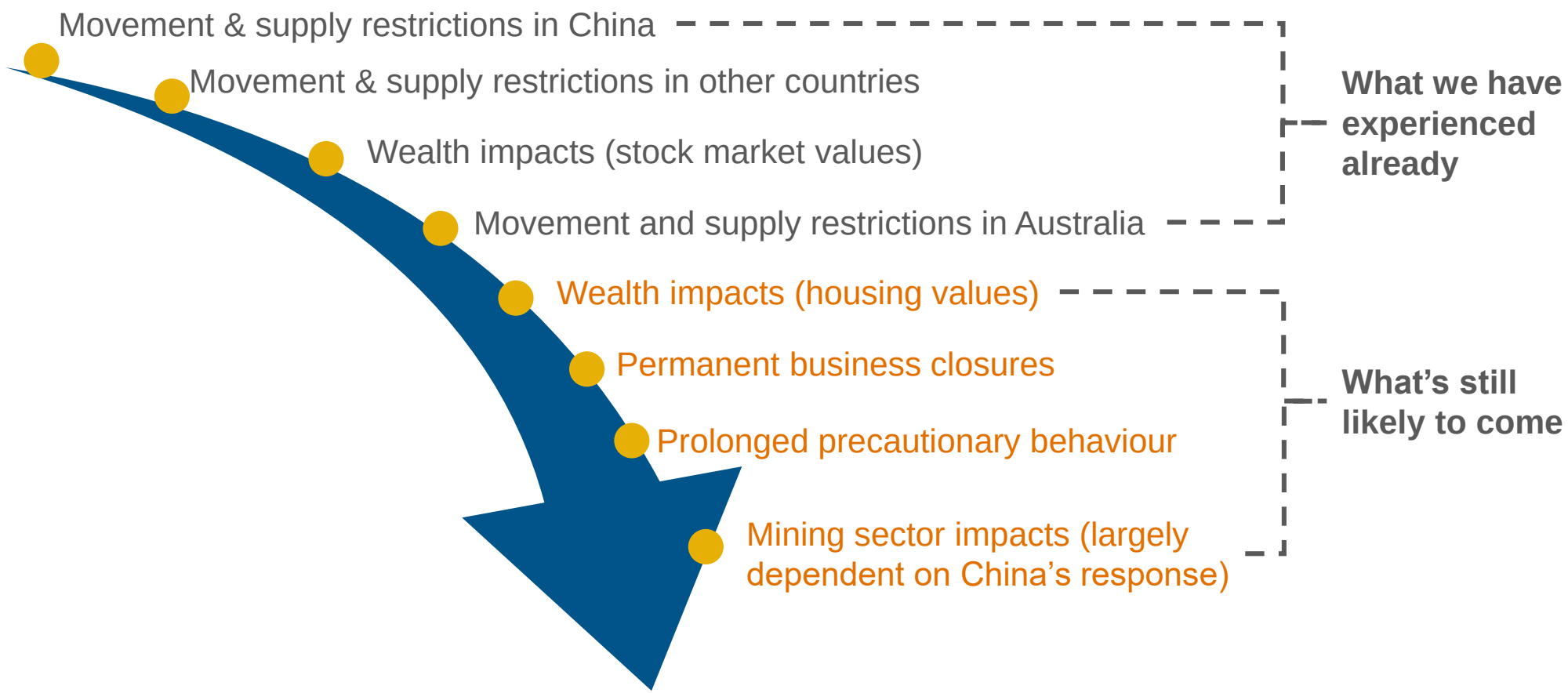


SOURCE: ABS CAT 6354.0

On the back of increased resources sector mineral exploration and capital investments, the prospects for the WA economy in 2020-21 were the best they had been for some time. Job vacancy data signalled improved activity levels, especially in WA's regional areas.

COVID-19's impact is unprecedented...

The cascading economic impacts of COVID-19



Although restrictions are easing and our economy has already been severely impacted, we still have a long way to go. COVID-19 is likely to have a lasting impact on every economy in the world. This is primarily due to some businesses being forced to permanently close their doors and prolonged precautionary behaviour.

And so is the public policy response...

$214 billion

Federal Govt.

- Cash welfare payments
- Investment incentives for businesses
- Apprenticeship support
- Cash flow support for businesses
  - JobKeeper payments

- Reduction in the cash rate to 0.25%
- Purchase of Govt. Bonds (Yield target)
- Funding for banks

Reserve Bank of Aus.

$105 billion

$1.33 billion

WA State Govt.

- Freeze on household fees & charges
- Energy Assistance Payments
- Small business grants
- Business electricity & payroll tax credits
- Tourism & construction industry assistance
  - Rent relief on Govt. owned buildings

- Freeze on rates, fees & charges
- Waiving of rent on Govt.. buildings
- Hardship measures
- Bringing forward maintenance and capital works

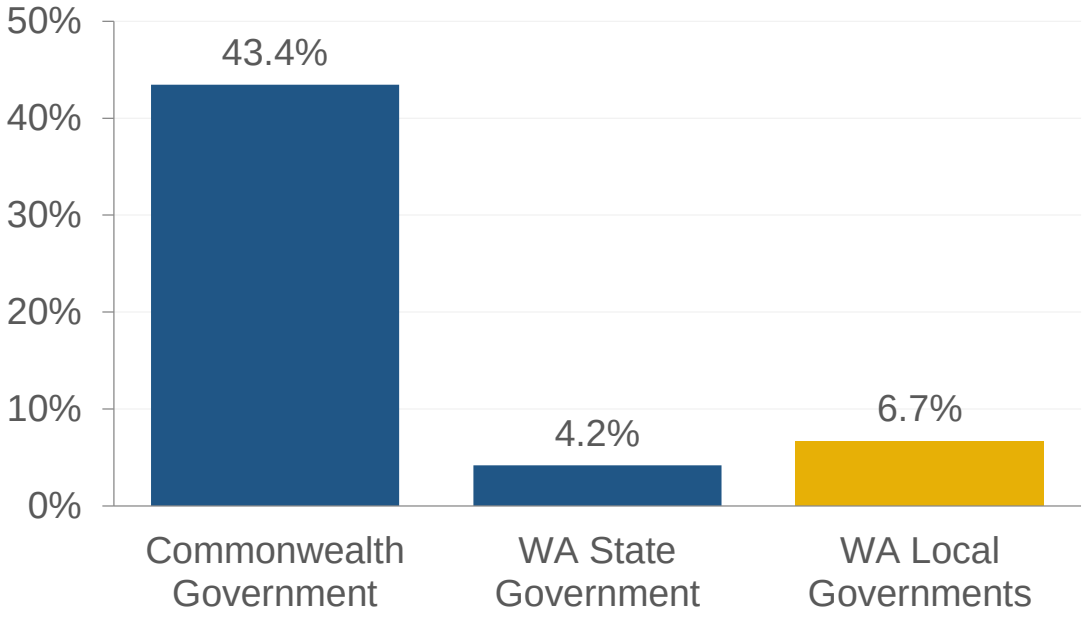
WA Local Govt.

$325+ million

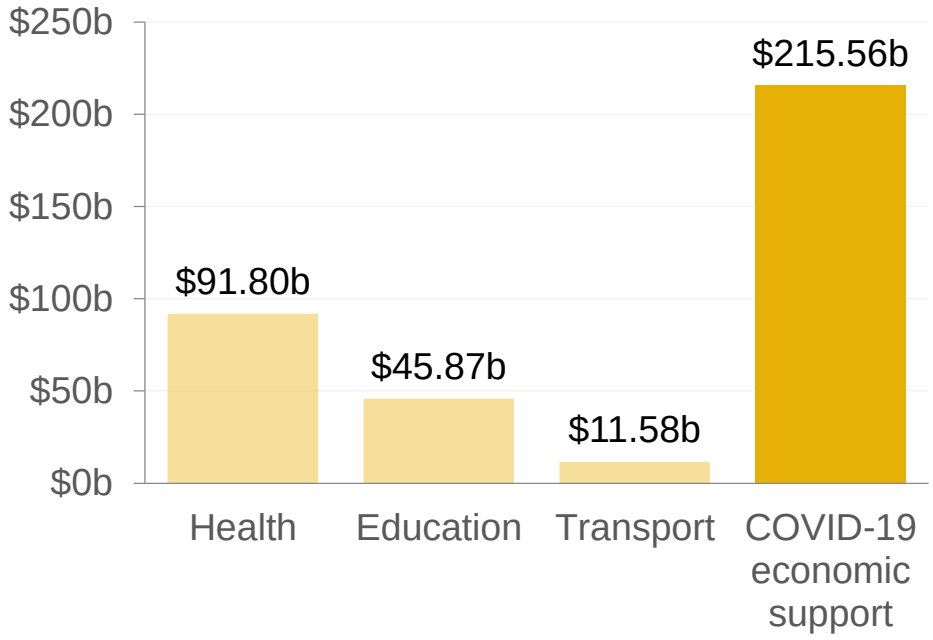
SOURCE: COMMONWEALTH AND WA GOVERNMENT MEDIA STATEMENTS & UNPUBLISHED LOCAL GOVERNMENT SECTOR SURVEY RESULTS

With all levels of Government stepping up

Cost of COVID-19 economic support* announced by each level of Govt. as a share of its 2018-19 revenue



COVID-19 economic support provided by all levels of Govt. compared to other forms of public expenditure in 2018-19



**Economic support figures exclude expenditure to increase health or police capacity*

SOURCE: ANALSIS BASED ON ABS CAT 5512.0, COMMONWEALTH AND WA GOVERNMENT MEDIA STATEMENTS & UNPUBLISHED LOCAL GOVERNMENT SECTOR SURVEY RESULTS

The level of funding provided by all three levels of Government has been substantial. The economic support provided by the Commonwealth is second only to the United States in terms funding provided as a proportion of GDP. In considering the Local Government sector's limited options available to raise revenue, its response has also been impressive.

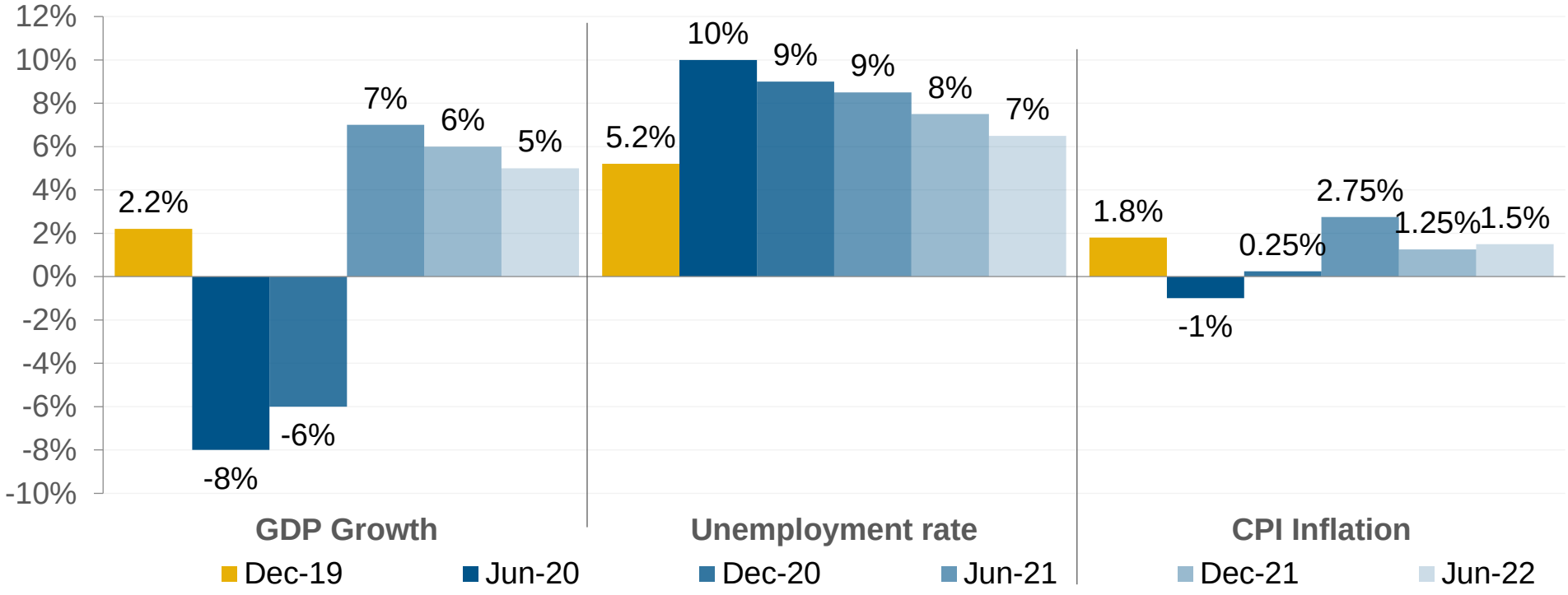
Because of this, forecasting is difficult...

Factors that will have a direct influence on Australia's economic recovery

- The presence of COVID-19 in our communities
- The speed at which social distancing restrictions are eased
- The re-opening of interstate and international borders
- Business confidence and the willingness of businesses to invest in capital projects and employ additional staff
- Consumer confidence and the willingness of consumers to spend rather than save

But we know the economic impacts will be substantial...

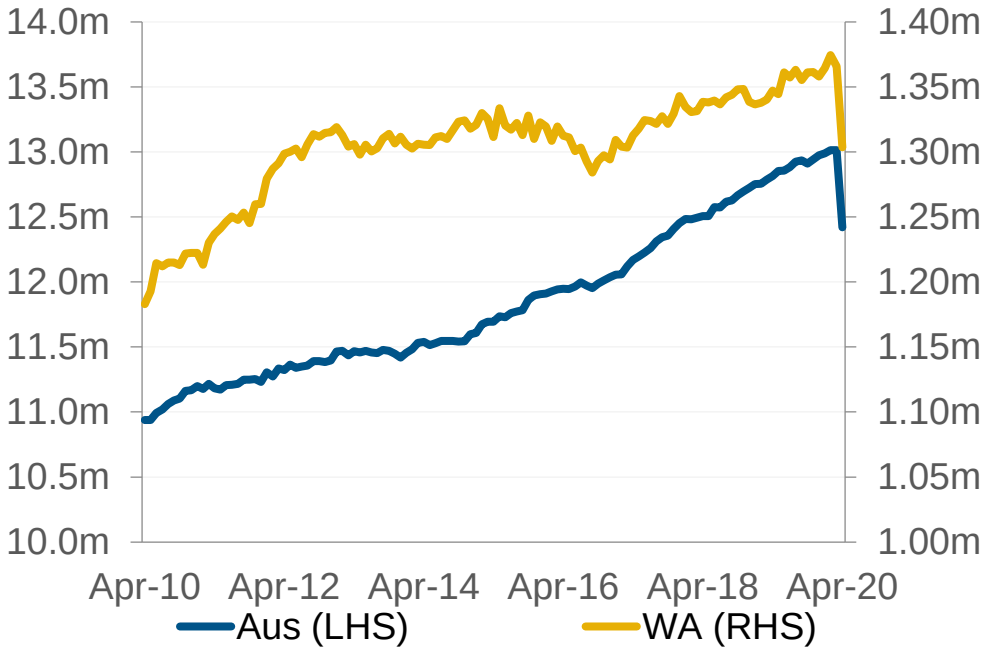
Reserve Bank of Australia's base-case year-ended economic forecasts



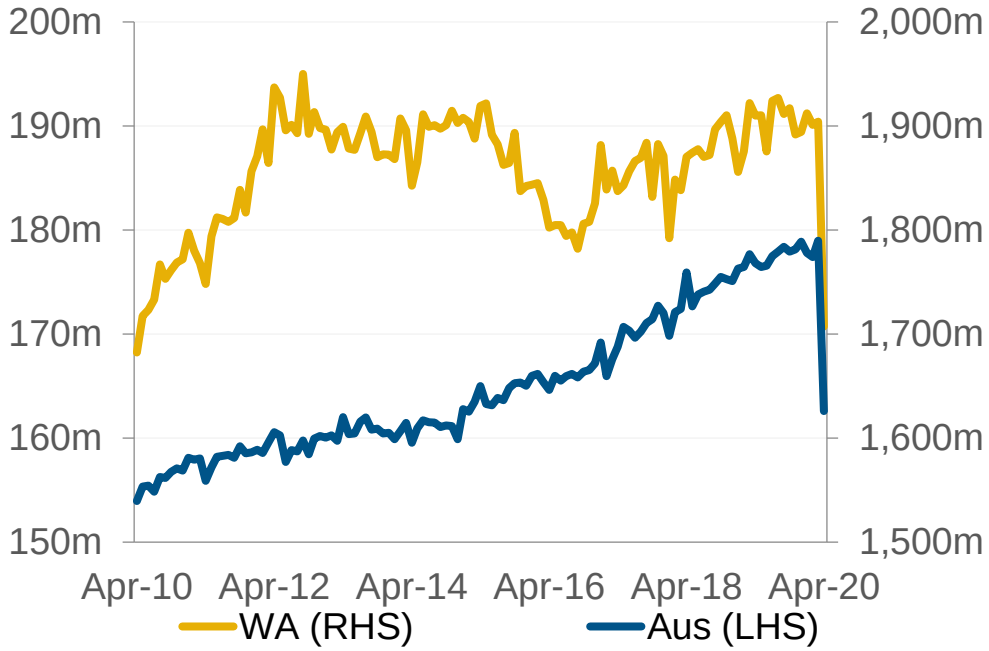
Under its base-case scenario, the Reserve Bank of Australia expects that national GDP will fall sharply during the first half of 2020, recording a contraction of 10% in the first six months of the year alone. Assuming that social restrictions are progressively relaxed in the coming months, GDP growth will begin to turn around in the September quarter, but it will take years for labour market capacity to be absorbed and for the economy to fully recover.

We have already seen mass labour force exits, unemployment and reduced hours

Employed people, Australia and WA



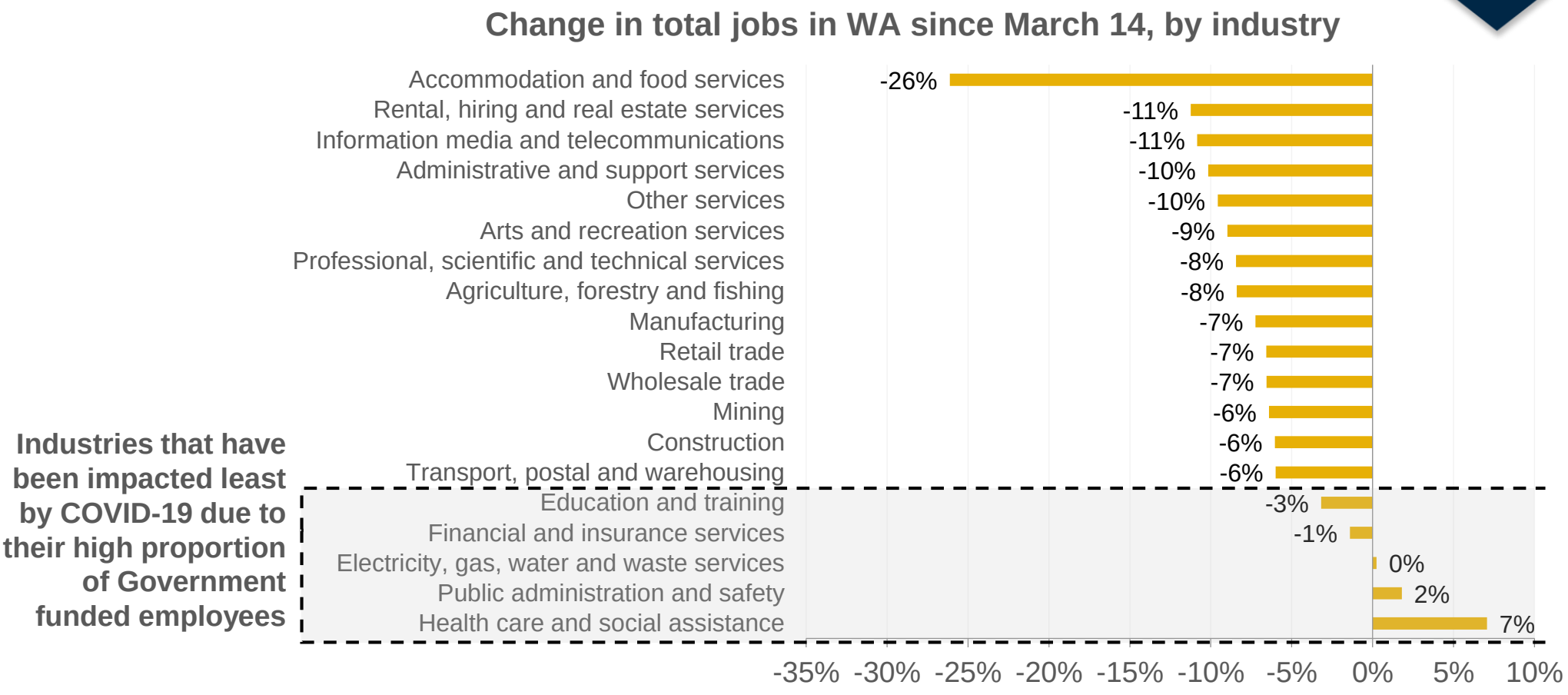
Monthly hours worked, Australia and WA



SOURCE: ABS CAT 6202.0

During the month of April alone, employment in Australia and WA dropped by 4.6% (594,000 job losses in Australia and 62,000 in WA). These figures don't, however, take into account the significant number of people who had their working hours reduced. Hours worked figures demonstrate the added impact of this cohort losing work, with total hours worked down 9.2% in Australia and 10.3% in WA in the month of April.

Some industries will be, and already are, feeling it more than others...

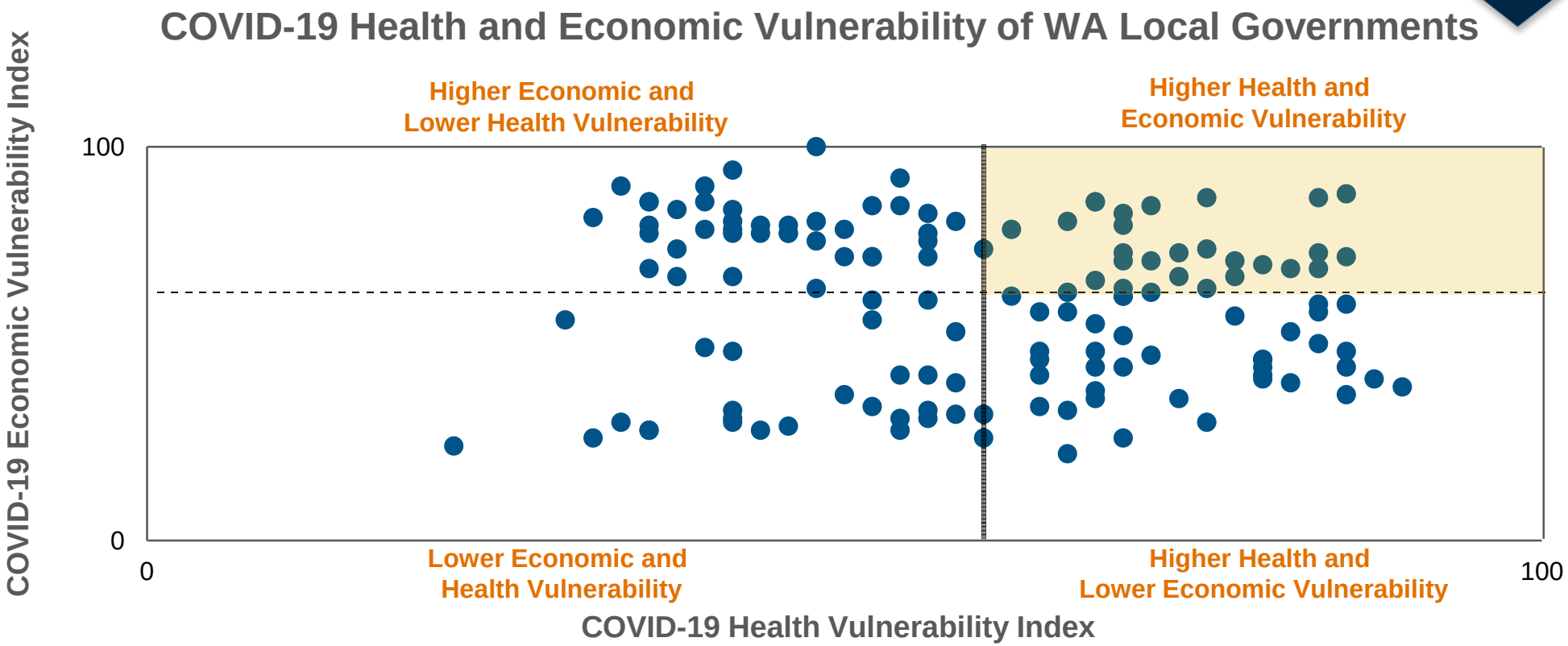


Industries that have been impacted least by COVID-19 due to their high proportion of Government funded employees

SOURCE: ABS CAT 6160.0.55.001

COVID-19 has significantly impacted almost every industry in WA, with the only industries not experiencing job losses since March 14 being utilities; public administration and safety; and healthcare and social assistance. By far, the industry that has taken the biggest employment hit has been accommodation and food services, with 26% fewer jobs since March 14.

And because of this, some regions are more vulnerable too

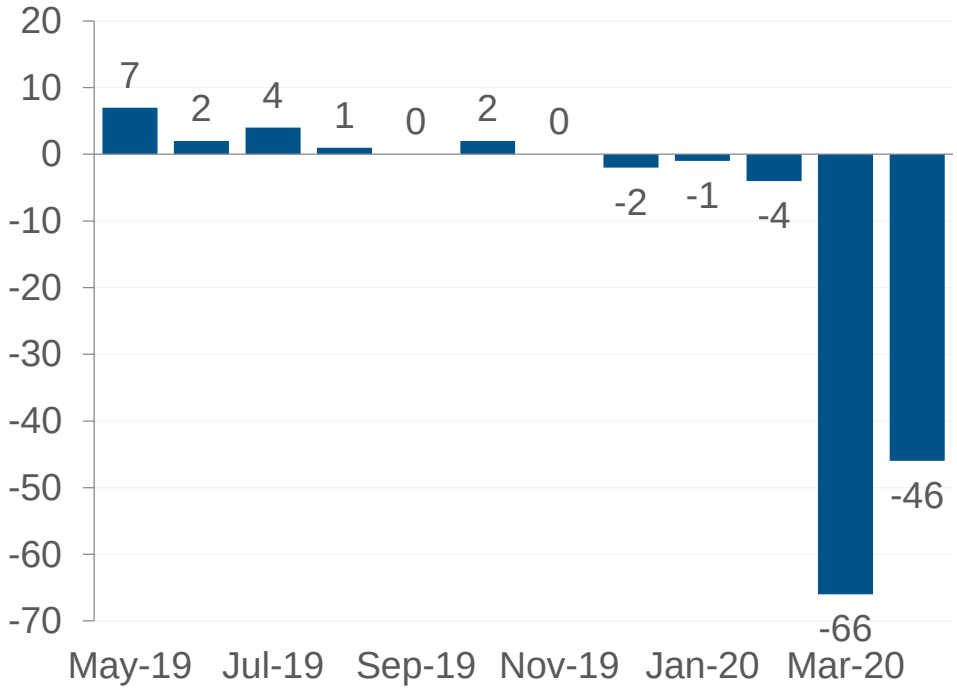


SOURCE: ANALYSIS BASED ON ABS 2016 CENSUS AND 2019 COUNTS OF BUSINESS DATA

To provide our members with a view of the COVID-19 vulnerability of their communities, WALGA has analysed a range of demographic and economic data for each Local Government in WA. From this analysis, each Local Government was assigned overall health and economic vulnerability scores, which are between 0 and 100. The subsequent COVID-19 vulnerability positioning of each Local Government is shown in the above chart, with one Local Government represented by each blue dot. This analysis has been provided to Local Government CEOs upon request.

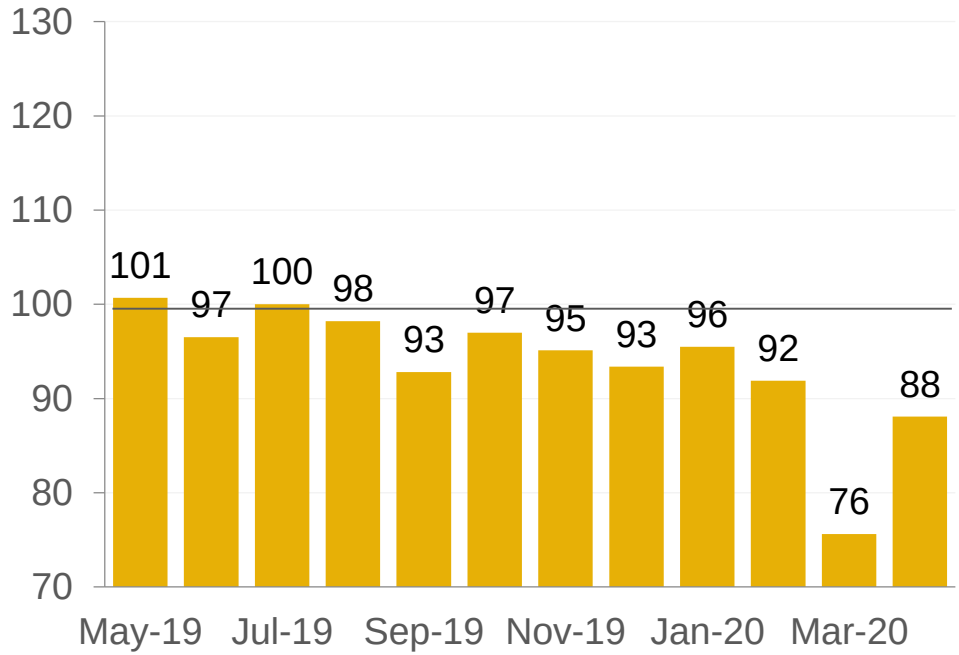
While the economy may bounce back ‘quickly’, some impacts will be ongoing…

NAB Monthly Business Confidence (Aus.)



SOURCE: NAB MONTHLY BUSINESS CONFIDENCE SURVEY

Westpac-Melbourne Institute Monthly Consumer Sentiment Index (Aus.)

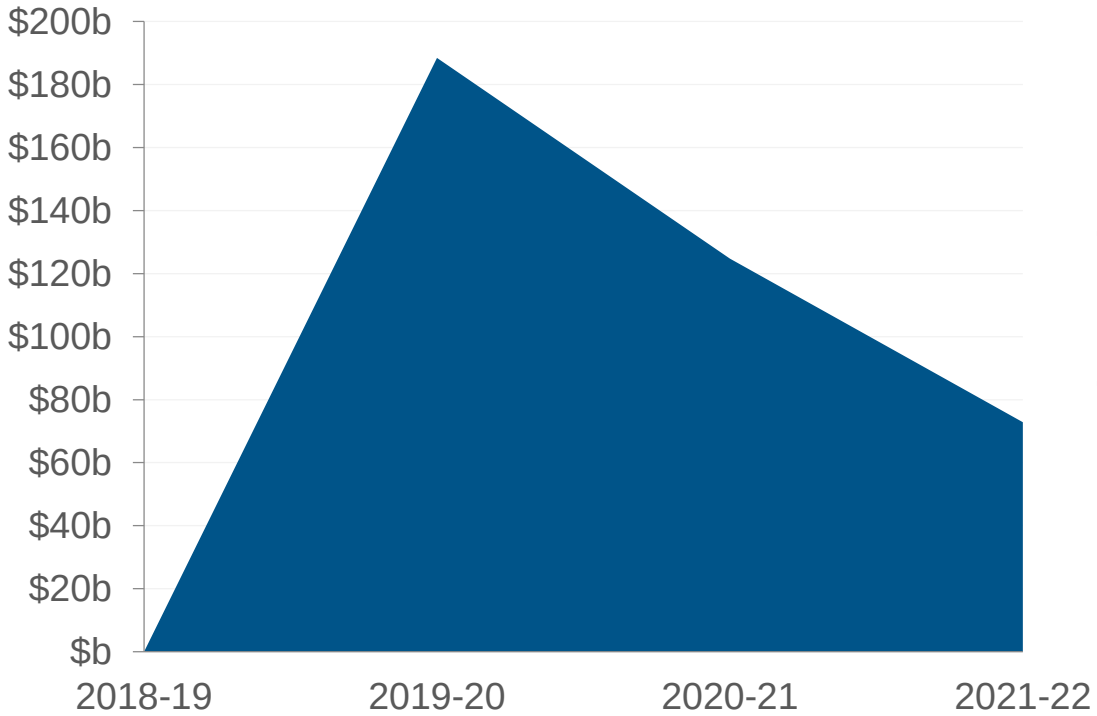


SOURCE: WESTPAC-MELBOURNE INSTITUTE MONTHLY CONSUMER SENTIMENT SURVEY

Although economic growth is expected to be strong once restrictions ease, the economic impacts of the COVID-19 pandemic will be long lasting. This will primarily be due some businesses being forced to permanently close their doors and prolonged levels of low business confidence and subdued consumer sentiment.

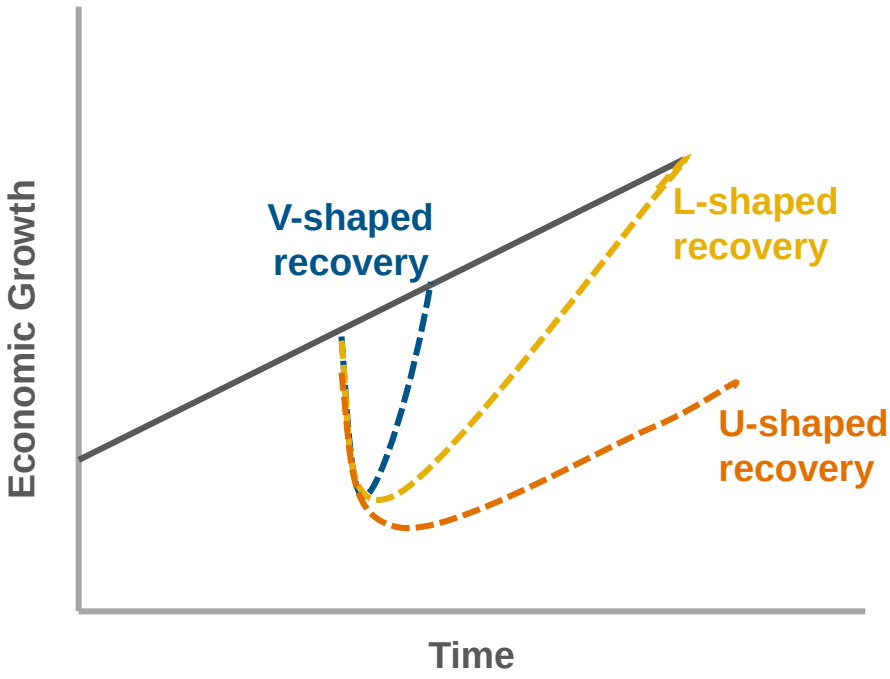
Which may even result in a permanent losses in living standards

Cumulative Aus. GDP lost due to COVID-19 (forecast)



SOURCE: ANALYSIS BASED ON RESERVE BANK OF AUSTRALIA FORECASTS

The three different types of economic recoveries



Depending on how long precautionary behaviours persists, COVID-19 could have a permanent negative impact on living standards across Australia. Primarily, this would be seen through increases to long term unemployment and the emergence of a cohort of workers who are unable to find employment again after they lost their job during COVID-19.

What this means for the Local Govt. sector

- Overall, the impact of COVID-19 on the WA economy will be felt most in the shorter term, particularly during the June quarter with large falls in output and total hours worked. The economic outlook beyond the June quarter is more uncertain, due to the economic recovery being entirely dependent on the Government relaxing social distancing and containment restrictions. Notwithstanding, it is likely that the current economic disruption will have long-lasting effects on the Australian and WA economies over several years. For the Local Government sector, the worsening economic outlook will impact on the sector's expenditure and revenue sources.
    - **Rates revenue is expected to be negatively affected in 2020-21** due to an increase in bad debts and a higher proportion of people in financial hardship.
    - **Fees and charges revenue is expected to be negatively affected in 2020-21** due to lower levels of economic activity and service use.
    - **The impact on grant revenue in 2020-21 is unknown** as it is largely dependent on the degree to which Federal and State Governments elect to utilise Local Government grants as a means to facilitate economic stimulus to local communities.
    - **Downward pressure on most types of expenditure is expected in 2020-21** due to stagnant wages and inflation growth. WALGA will not be releasing an update to the Local Government Cost Index until the medium term outlook becomes more certain, so Local Governments should take into account the following wage and inflation considerations as they set their 2020-21 budgets:
        - Wages growth in 2020-21 will be dependent on each Local Government's negotiated wage agreement for 2020-21.
        - Inflation growth in 2020-21 will be mixed. Based on the Reserve Bank of Australia's forecasts, inflation growth will be flat for the first half of the 2020-21 financial year after initially falling during the 2019-20 June quarter. Inflation growth is expected to rebound strongly during the second half of the 2020-21 financial year – albeit from a low base. Overall, it is forecast that across Australia, inflation growth will be -1% in 2019-20 and 2.75% in 2020-21. Together, this means that over the two year period from July 2019 to June 2021, prices are forecast to grow by only 1.7% across Australia.
- All Local Governments will be impacted differently by COVID-19. Each local community has its own unique makeup of residents and businesses, which inherently means that some communities will be more vulnerable than others in both a health and economic sense. Because of this, as Local Governments plan their response and recovery activities, added focus should be directed towards the community cohorts that will require more support than others.

Questions

If you have any question on the contents of this report, please direct them to Nebojsha Franich, Policy – Manager Economics at WALGA on nfranich@walga.asn.au or 0417 917 748.

Date	What	Who	Internal/external	Channel
11-Mar-2020	Update about COVID-19 situation	CEO email	Internal	All staff email
13-Mar-2020	Update on Establishment of COVID-19 Management Group	CEO email	Internal	All staff email
15-Mar-2020	Update about COVID-19 situation	CEO email	Internal	All staff email
16-Mar-2020	Update about COVID-19 situation and Shire's response	Shire President message	External	March OCM - Shire President speech
17-Mar-2020	Shire's response to COVID-19 situation	Shire President message	External	Facebook post
17-Mar-2020	Shire's response to COVID-19 situation	Shire President message	External	SJ Matters eNewsletter
17-Mar-2020	Update about COVID-19 situation	CEO email	Internal	All staff email
18-Mar-2020	Business support resources for those affected by COVID-19	Communications	External	Facebook
21-Mar-2020	How to access Library e-Resources post share	Communications	External	Facebook
22-Mar-2020	Update on COVID-19 situation	CEO email	Internal	All staff email
23-Mar-2020	Library Closure Post	Communications	External	Facebook
23-Mar-2020	SJ Recreation Centre closure post share	Communications	External	Facebook
24-Mar-2020	Update about COVID-19 situation and Special Council Meeting outcomes	CEO email	Internal	All staff email
24-Mar-2020	Community update about COVID-19 and Shire's response -	Shire President message	External	Dedicated COVID-19 webpage, website homepage banner, video messgae, eNewsletter to SJ Matters, Off the Shelf, Out and About, and Club Corner subscriber
25-Mar-2020	Look out for neighbours post	Communications	External	Facebook share post
26-Mar-2020	Cutomer Service still available post	Communications	External	Facebook post
26-Mar-2020	Update to COVID-19 webpage on library information and admin centre information. Youth Instagram account information also added.	Communications	External	Dedicated COVID-19 webpage.
26-Mar-2020	What We Know Post - Summary of everything Shire is doing	Communications	External	Facebook
27-Mar-2020	Update on COVID-19 situation	CEO email	Internal	All staff email
27-Mar-2020	Community and Business Update	Communications	External	Facebook
28-Mar-2020	Sunrise photo	Communications	External	Facebook and Instagram
29-Mar-2020	Community and Business Update	Communications	External	Facebook
29-Mar-2020	24/7 Mental Health Support	Communications	External	Facebook
30-Mar-2020	Update about COVID-19 situation	CEO email	Internal	All staff email
30-Mar-2020	Community and Business Update	Communications	External	Facebook
31-Mar-2020	Community and Business Update	Communications	External	Facebook
31-Mar-2020	Mundijong Library eResources	Communications	External	Facebook post share
31-Mar-2020	Shire COVID-19 Leave - Open for comment	HR Email	Internal	All staff email
1-Apr-2020	Helping Hands SJ	Communications	External	Facebook, Instagram and Website
1-Apr-2020	Teddy Bear Hunt	Communications	External	Facebook and Instagram
1-Apr-2020	Free Business Support Program	Communications	External	Facebook and LinkedIn
2-Apr-2020	Update about COVID-19 situation	CEO email	Internal	All staff email
2-Apr-2020	Playgrounds and Skateparks are closed	Communications	External	Facebook
2-Apr-2020	Peel Jobs and Skills Centre - jobs avaiable	Communications	External	Facebook
2-Apr-2020	Examiner Scarp Voice Advertisment	Communications	External	The Examiner Newspaper
2-Apr-2020	Examiner Business Support Full Page Advertisment	Communications	External	The Examiner Newspaper
2-Apr-2020	Helping Hands SJ	Communications	External	Instagram
3-Apr-2020	Special Council Meeting	Communications	External	Facebook and Website
3-Apr-2020	Support local businesses	Communications	External	Facebook
3-Apr-2020	Backyard birds in islolation	Communications	External	Instagram (Photos from Colleen Rankin)
3-Apr-2020	Helping Hands SJ	Communications	External	Twitter
4-Apr-2020	Look out for neighbours post	Communications	External	Facebook
5-Apr-2020	Helping Hands SJ	Communications	External	Facebook
6-Apr-2020	Customer Service here to assist	Communications	External	Facebook
6-Apr-2020	Council approved 2020/21 budget be prepared with 0% rate increase	Communications	External	Facebook
6-Apr-2020	Support local businesses	Communications	External	Instagram
7-Apr-2020	Cr Rich video on decisions made at the Special Council Meeting	Communications	External	Facebook video
7-Apr-2020	COVID19 Update	CEO email	Internal	All staff email
8-Apr-2020	Crisis and emergency relief funding for sports groups and not for profits	Communications	External	Facebook
8-Apr-2020	Support local businesses	Communications	External	Twitter
9-Apr-2020	Parks and Facilities Closed Reminder	Communications	External	Instagram and Facebook
9-Apr-2020	Please stay home this Easter - State Government post share	Communications	External	Facebook and Twitter
9-Apr-2020	COVID19 Update and Happy Easter	CEO email	Internal	All staff email
11-Apr-2020	Mundijong Public Library Off the Shelf eNewsletter	Communications	External	eNewsletter and Facebook post, Twitter and Instagram
12-Apr-2020	Wishing residents a safe and happy easter	Communications	External	Facebook, Twitter and Instagram
13-Apr-2020	eResources at Mundijong Public Library	Communications	External	Facebook

14-Apr-2020	Green Waste Verge Collection	Communications	External	Facebook and Instagram
15-Apr-2020	Tourism Austalia Free Webinars for Tourism Businesses	Communications	External	Facebook and Twitter
16-Apr-2020	Little Free Library Byford - Hugs in isolation news story	Communications	External	Facebook
16-Apr-2020	Be Connected - Free Online Learning Resource for developing online skills	Communications	External	Facebook
16-Apr-2020	COVID19 Update	CEO email	Internal	All staff email
17-Apr-2020	Citizenship Ceremonies Cancelled due to COVID-19	Communications	External	Facebook
18-Apr-2020	Mundijong Library eResources	Communications	External	Instagram
18-Apr-2020	Small Needs Your Business - State Government post share	Communications	External	Facebook
18-Apr-2020	Helping Hands SJ	Communications	External	Facebook
20-Apr-2020	Head to Health Mental Health Website	Communications	External	Facebook and Instagram
20-Apr-2020	VendorPanel Marketplace - Procurement Resource for business owners	Communications	External	Facebook, Twitter, LinkedIn
22-Apr-2020	Helping Hands SJ	Communications	External	Instagram
22-Apr-2020	Free Coronavirus Children's Book	Communications	External	Facebook and Twitter
23-Apr-2020	Cahoots Connects - Assisted shopping	Communications	External	Facebook
23-Apr-2020	Workplace Wellbeing Newsletter	Communications	Internal	eNewsletter
23-Apr-2020	Helping Hands Advertisement	Communications	External	The Examiner Newspaper
24-Apr-2020	SJ Matters eNewsletter	Communications	External	eNewsletter
26-Apr-2020	Covid-19 Update	Communications	External	Facebook
26-Apr-2020	Understanding the JobKeeper Payment	Communications	External	Facebook, Twitter
27-Apr-2020	Hello Neighbour Cards - Helping Hands SJ	Communications	External	Facebook
28-Apr-2020	Small Business Shout Out	Communications	External	Facebook
29-Apr-2020	Off the Shelf eNewsletter	Communications	External	eNewsletter
29-Apr-2020	Helping Hands SJ	Communications	External	Facebook
30-Apr-2020	Keep up to date on Shire's response to COVID-19	Communications	External	Facebook, Twitter, Instagram
30-Apr-2020	Mundijong Public Library Video - We're Still Open	Communications	External	Video (Facebook, Instagram, Twitter)
1-May-2020	Small Business Shout Out	Communications	External	Facebook
1-May-2020	Youth Team team helping with food boxes	Communications	External	Instagram
1-May-2020	COVID19 Update and Survey Results	CEO email	Internal	All staff email
2-May-2020	Social Distancing FAQs	Communications	External	Facebook
3-May-2020	Hospitality COVID-19 Hygiene Course	Communications	External	Facebook, LinkedIn
4-May-2020	Small Business Shout Out	Communications	External	Facebook
5-May-2020	SJ Matters and Helping Hands SJ Video Update	Communucatuins	External	Facebook
6-May-2020	Mental Health Support Services	Communications	External	Facebook
6-May-2020	CEO Email	Communications	Internal	All Staff Email
7-May-2020	Examiner Scarp Voice Advertisement	Communications	External	The Examiner Newspaper
8-May-2020	SJ Matters Facebook Group Launch	Communications	External	Facebook
8-May-2020	Small Business Shout Out	Communications	External	Facebook
10-May-2020	Disabilty Information Helpline	Communications	External	Facebook and Twitter
10-May-2020	Raodmap out COVID-19	Communications	External	Facebook
11-May-2020	Small Business Shout Out	Communications	External	Facebook