

Local Recovery Coordination Group

COVID-19 Minutes, 20 August 2020

Dear Member

A meeting of the Local Recovery Coordination Group (LRCG) for the Shire of Serpentine Jarrahdale was held on Thursday, 20 August 2020 via Microsoft Teams at 1500hrs.



Helen Sarcich
Local Recovery Coordinator
Deputy CEO / Director Community and Organisational Development
20 August 2020

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1. Attendances and Apologies:

Attendance:

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

Apologies

Brian Owston	Coordinator Community Safety
Paul Martin	Chief Executive Officer
Steven Harding	Director Infrastructure Services
Karen Edmeades	State Coordinator, Emergency Services – Resilience and Recovery - Australian Red Cross
Ryan Hamblion	Department of Communities
Frazer Sullivan	Director Corporate Services

2. State Recovery

On Monday 3 August 2020, the Shire received communication from the Acting State Recovery Coordinator advising that an amendment has been made to the State Emergency Management (EM) Policy and Plan to approve a whole of government approach to Western Australia's recovery from the COVID-19 pandemic for a 12 month period. The details are below:

"The inclusion of appendix AA in State Emergency Management Policy and Plan permits the State Recovery Controller to continue leading the whole of government approach to Western Australia's recovery from COVID-19, whilst removing the responsibility of the HMA/Controlling Agency and Local Governments recovery functions as prescribed in the State Emergency Management Framework. The implemented changes are a consequence from a Ministerial direction issued to the SEMC, which fundamentally is a result from a Cabinet decision. Local Governments will continue to collate data and monitor progress for COVID-19 recovery activities at the request of the State Recovery Controller".

We recognise that whilst the Western Australian State Government now has responsibility for the recovery effort for the COVID-19 pandemic, it is important that we continue to work together on a local level to support our community through this recovery period. I have had discussions with the Shire President and CEO and the way forward as outlined below has been agreed:

1. The Local Recovery Coordination Group and associated Sub-Committees will be stood down with our thanks at the end of this week. The meetings that are planned to occur this week will still go ahead.
2. It is intended that the Community Wellbeing Sub-Committee become an interagency action group and this will be discussed at the final Sub-Committee meeting this week.
3. Officers will continue to work closely with members of the Economic Sub-Committee on the projects and initiatives that have been developed.
4. As you will be aware we have been working with Lewis Winter to develop the Long Term Recovery Plan, as the State Government have an adopted Recovery Plan for the pandemic we are no longer required to develop one for our community. However, we believe the information we have collected from the community about their needs and wants is very important to help drive our activities and partnerships at a local level so we will be developing a localised document under the heading of the State Recovery plan.
5. A meeting of the Local Emergency Management Committee has been called to provide them with an update on the changes to the arrangements.
6. It is necessary to undertake a review of the recovery process so that we can learn from this experience for future events. A review form is included with these minutes. We would appreciate if you could please complete and send back to us to assist with this process.

Your input has been invaluable to the recovery response and effort in the Shire and we are grateful for your commitment, input and hard work in the past 5 months or so. It is vitally important that we continue to work closely together as we move forward through the recovery period and hope that we can maintain these strong working relationships with you moving forward.



As the long term is unknown, especially if another wave comes along, it is important we don't take our finger off the pulse and continue to maintain the established relationships if the State decides to hand back recovery to local government.

The Debrief Feedback document will be circulated.

Thank you to all for coming together and working well together.

3. Community Wellbeing Sub Committee

Minutes of the meeting held 24 July 2020 are included in these minutes.

The Community Wellbeing Committee attended a recovery workshop on 7 August 2020.

The next meeting is scheduled for 21/08/20 which will be the last one before establishing a regular interagency meeting. Feedback to date is that participants of the sub committee are appreciating the interagency touch point. This is working great for collaborate programming with additional agencies getting in touch to be involved.

We have transitioned into Helping Households from Helping Hands. A number of support programs and activities are underway.

4. Economic Recovery Group

The Economic Recovery Group attended a recovery workshop on 6 August 2020.

- Will continue contact with business partners.
- Peel CCI and SJ Action sub group - hosting a State of Business Breakfast on 29 September at Byford and Districts Country Club Inc – David Eton, Small Business Commissioner / CEO of the Small Business Development Corporation and Aaron Morey, Chief Economist and Director, Policy and Influence of the Chamber of Commerce and Industry WA. Ticketed event and limited numbers. Business current state, challenges facing businesses, confidence insights, panel Q&A.
- Very positive feedback received on the work undertaken by Deon and John. Congratulations and thank you.

5. Recovery Communications Update

A full list of recovery communications undertaken are included in these minutes.

Continuing to provide support for the long term recovery plan engagement and communications support to sub committee's. Feedback from the community is that they are getting the information they are looking for.

6. General Business

WA Police on the front foot for a second wave – providing support through Operation Tide to manage people around a potential second wave and manage people with COVID-19.

Cr Rich thanked all parties involved in LRCG for the work they have done to support our community.

7. Next Meeting

This is the final meeting for the LRCG relating to the COVID-19 pandemic.

A debrief will be provided to the Local Emergency Management Committee.

8. Close

3.23pm



The Shire of Serpentine Jarrahdale would like to thank you for your contribution to the Local Recovery Coordination Group, Economic Sub-Committee and/or Community Wellbeing Sub-Committee.

Your support and participation in these groups has been invaluable in the response and recovery efforts for the COVID-19 pandemic in our community.

In order to ensure that we are able to undertake an effective debrief from this recovery effort and learn for future events, it would be appreciated if you could please complete the template below providing your thoughts and details on what worked well, what did not work and things we could do differently next time. There is also an opportunity to record any other comments you would like to make.

Completed forms can be provided to Kylie Shailer via email kshailer@sjshire.wa.gov.au. An overview of the review will be provided to all Local Recovery Coordination Group and Sub-Committee members.

Your name: (optional) _____

Your organisation: (optional) _____

Things that worked well

Things that did not work



Things we could do differently next time

Any other comments you would like to make





Shire of
Serpentine
Jarrahdale

Community Wellbeing Recovery Sub Committee

COVID-19 Minutes

Friday, 24 July 2020

Contact Us

Enquiries

Call: (08) 9526 1111
Fax: (08) 9525 5441
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 (except public holidays)





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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 July 2020.

Rebecca Steinki
Chair
Manager Community Development
29 July 2020



Agenda

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
Deidre Baker	Digital Communications Officer
Jason Parker	Coordinator Sport and Recreation
Asha Naresh	Environmental Health Trainee/Technician
Don Warner	Byford Baptist Church
Nicole Little	Manager SJ Community Recreation Centre (YMCA)
Anthony Pyle	Community Capacity Builder, APM Communities
Kristie Tonkin	Peel Development Commission
Emily Lees	Service Integration and Partnership - Anglicare WA
Aimee Sealy	Shire Administration Support – PA to Director Corporate Services

Apologies

Janice Ferguson	Community Safety Officer
Matt Sargeson	Coordinator Environmental Health
Ryan Hamblion	Senior District Services Officer - Department of Communities
Hayden	Alyssa Hayden's Office
Karen Edmeades	Resilience and Recovery Coordinator - Red Cross
Anna Notley	Financial Counsellor - Finucare
Carmen Wright	Coordinator Parenting and Family Support Services, Communicare
Heidi Holmen	Coordinator Social Inclusion - Communicare



2. Minutes from the Last Meeting – 10 July 2020

Confirmed

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



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;
- Discuss any relevant implications of Covid-19 related phases and/or restrictions.

6. “Helping Hands SJ” Project Update

- Nil

“Helping Hands SJ” Actions

(see “8. Status Updates”)

7. Other Agenda Items

7a. Byford Free Food Market Update

- 160 families attended this week
- 2 pallets of dry groceries are continuing to be donated by FoodBank
- Fresh fruit and vegetable donations are in short supply
- Red Cross and APM Communities attended this week

7b. Alyssa Hayden’s Office Update

- Nil

7c. State Government Update

- Nil

7d. Future Steps / Activities for Community Recovery

- Nil



8. Status Updates

		Update 24/7/2020
Action Manager Community Activation (Rebecca Steinki)	Seek a location within the SJ community for counselling services such as APM Communities, Anglicare, Red Cross etc. Anglicare would like a space ideally in Jarrahdale.	To be further explored with interested agencies. Current interest from: Communicare Anglicare APM Communities Finucare
Action Parenting and Family Support Services, Communicare (Carmen Wright)	Provide term programs advising the Shire of future community workshops.	Apology. Update to be provided next meeting, general discussions in motion.

“Helping Hands SJ” Actions

		Update 24/7/2020
Action Parenting and Family Support Services, Communicare (Carmen Wright)	Engage a Parent Support Worker to attend the Byford Free Food Market Supply DL Flyers to the Shire’s CDO to hand out	Apology. Update to be provided next meeting.
Action Manager Community Activation (Rebecca Steinki)	Investigate the possibility of having volunteers that can do home deliveries for those in need who don’t have their own transport.	On hold

Completed Actions

Action Community Capacity Builder, APM Communities (Anthony Pyle)	Attend Free Food Market to provide support to community members.	Completed
Action All Manager Community Activation (Rebecca Steinki)	DFES State Recovery Survey Survey Responses to be submitted by Tuesday 16 June 2020.	Completed



<p>Action Coordinator Environmental Health (Matt Sargeson)</p>	<p>Email a copy of the Shire’s Health and Wellbeing Strategy to Kristie Tonkin, Peel Development Commission</p>	<p>Completed</p>
<p>Action Coordinator Environmental Health (Matt Sargeson)</p>	<p>Provide a Phase 3 food requirements fact sheet to Don Warner, Byford Baptist Church</p>	<p>Completed</p>
<p>Action Manager Community Activation (Rebecca Steinki) Byford Baptist Church (Don Warner)</p>	<p>Discussions required in relation to continued support to be provided by the Shire’s Youth Development Officers.</p>	<p>YDO’s have resumed a “soft return” to their Youth Program.</p>
<p>Action Coordinator Community Development (Sarah Farrance) Digital Communications Officer (Dee Baker) Manager Library Services (Lisa Keys) Events Officer (Amanda Bain)</p>	<p>“Stay Safe / Recovery” messages. To form part of broader communication strategy of Shire.</p>	<p>Completed “Growing back from Covid-19, together”</p>
<p>Action Janice Ferguson, Community Safety Officer</p>	<p>Send out information about Cahoots</p>	<p>Completed.</p>
<p>Action Coordinator Community Development (Sarah Farrance) Manager Community Activation (Rebecca Steinki)</p>	<p>Arrange for LotteryWest to attend the Shire Offices, or via Teams, to allow interested parties to make an appointment and talk to them about possible grant funding. Lotterywest have announced grant program as of Week starting 6 July. Research funding for new equipment (ie. tables) for the Byford Baptist Church.</p>	<p>Completed. Lotterywest webinars on 21 and 29 July.</p>
<p>Action Coordinator Sport and Recreation (Jason Parker)</p>	<p>Sports West this week released a media statement stating that 1 in 3 participants haven’t returned to their sport. Statistics to be obtained from</p>	<p>Completed 24/07/2020. See Minuted Round Table</p>



	local SJ groups.	
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9. Round Table

Officer	Topics of Discussion
Rebecca Steinki, Manager Community Development	<ul style="list-style-type: none">• The Shire has released their Community Grants, being:<ul style="list-style-type: none">- Youth Leadership and Training Grant;- Sporting Travel Grant;- Major Events Grant;- General Grants;- Friendly Neighbourhoods Grant; and- Community Infrastructure Fund
Lisa Keys, Manager Library Services	<ul style="list-style-type: none">• <u>Library Resources</u> Any recommended books, audio or DVDs that might support issues related to mental health, parenting or job seeking related, please let me know and we will try to add to our library collection
Sarah Farrance, Coordinator Community Development	<ul style="list-style-type: none">• Looking at conducting workshops / sessions regarding financial advice, parenting support, job skills and training, networking, resume writing etc.
Deidre Baker, Digital Communications Officer	<ul style="list-style-type: none">• Finalising the Community Impact Survey and Forum which will be held in August 2020• Advert in the Examiner newspaper next week, followed with social media promotion
Asha Naresh, Environmental Health Trainee/Technician	<ul style="list-style-type: none">• Health and Wellbeing Strategy was endorsed by Council at this month's Ordinary Council Meeting.• The Strategy will soon commence the implementation process.
Nicole Little, Manager SJ Community Recreation Centre (YMCA)	<ul style="list-style-type: none">• The senior members are continuing to enjoy the social interaction.• Child care numbers are still low due to some regular families not returning to the centre.
Emily Lees, Service Integration and Partnership - Anglicare WA	<p><u>Alcoa Foundation funded partnership update</u></p> <ul style="list-style-type: none">• Operate to residents in Keysbrook and Jarrahdale only due to Alcoa's operational areas.• Further services to become available in line with the decrease in the Covid-19 stimulus payments.



Officer	Topics of Discussion
	<ul style="list-style-type: none">• Final stages are in place with Finucare to provide additional “no wait list” financial coaching and counselling.• Working with agencies that already have relationships in the community and will backfill with other services if there are none in the area.• Strong focus on parenting support – Parent Connection WA. Offering free parenting courses for parents with children up to 18 years of age. These courses will vary in content dependent on the age of the child. The courses will be available online or face to face, with the location to be advised.• Soon to be offering a “pop up” playgroup in Jarrahdale due to the lack of playgroups in the area. A Family Resource Worker will be available in this space.• Generalised counsellor will be situated in the Jarrahdale/Keysbrook area for adult counselling
Jason Parker, Coordinator Sport and Recreation	<ul style="list-style-type: none">• All local sporting clubs have had minimal decreases in numbers and new members have joined in place of families who have not returned.• Online webinar for 26 August 2020 – <i>Active your Community through Social Media</i>



Clubs for All

Development Webinar



Activate your Community through Social Media Presented by Hancock Creative

The Activate your Community online digital marketing workshop will guide you through how you can grow your social media engagement.

Through three key pillars you will focus on Where, Who and What you are posting to help create a sense of community with your followers, as well as insights into how you can optimise your online traffic.

When: Wednesday, 26 August, 2020

Time: 5.30pm – 8pm

Where: Online webinar

Booking: Register through [Eventbrite](https://www.eventbrite.com.au) via www.sjshire.wa.gov.au/events

Learning Outcomes

- Learn our 4-point strategy for creating compelling social media content
- Understand the difference and importance of posting on various social media platforms
- The importance of knowing your audience and who you are posting for



Presented by Anna Hill

For more information contact Jason Parker, Coordinator Sport and Recreation

T: 9526 1147 E: jparker@sjshire.wa.gov.au W: sjshire.wa.gov.au A: 6 Paterson Street Mundijong





10. Local Recovery Coordination Group (LRCG)

- a. Key Updates from LRCG
 - Nil
- b. Recommendations to the LRCG
 - Nil

11. Next Meeting

Community Recovery Workshop – Friday 7 August 2020

Community Wellbeing Recovery Sub-Committee Meeting – Friday 21 August 2020

12. Close

Meeting closed at 2.00pm

Date	What	Who	Internal/external	Channel
30 July - 14 August	COVID-19 Community Recovery Plan Forum Boosted Ad	Communications	External	Facebook Advertisement
28 July - 15 August	COVID-19 Community Recovery Plan Forum A-Frame Sign	Communications	External	A-Frame Signage in Byford, Serpentine, Jarrahdale and Mundijong
20-Aug-2020	Scarp Voice	Communications	External	The Examiner Newspaper
19-Aug-2020	Shire's General Grants program	Communications	External	Facebook, Twitter and Website
18-Aug-2020	Citizenship Ceremonies resume	Communications	External	Facebook and Instagram
17-Aug-2020	Friendly Neighbourhood Grant program	Communications	External	Facebook, Twitter and Website
15-Aug-2020	August Ordinary Council Meeting	Communications	External	Facebook, Twitter and Website
15-Aug-2020	COVID-19 Community Recovery Plan Forum Reminder	Communications	External	Facebook
14-Aug-2020	Wander out Yonder to SJTrails	Communications	External	Facebook, Twitter, Instagram and Website
13-Aug-2020	How has COVID-19 affected you?	Communications	External	eNewsletter
11-Aug-2020	Small Business Development's PIVOT program	Communications	External	Facebook
8-Aug-2020	Small Business Friendly Local Governments initiative	Communications	External	Facebook
2-Aug-2020	Shire's General Grants program	Communications	External	Facebook
31-Jul-2020	COVID-19 Community Recovery Plan Forum Facebook Event	Communications	External	Facebook
31-Jul-2020	Helping Households SJ program	Communications	External	Facebook and Twitter
31-Jul-2020	Wander out Yonder to SJTrails	Communications	External	Facebook, Twitter, Instagram and Website
30-Jul-2020	COVID-19 Community Recovery Plan Forum Newspaper Advert	Communications	External	The Examiner Newspaper
30-Jul-2020	COVID-19 Community Recovery Plan Forum and Survey	Communications	External	Facebook
28-Jul-2020	Shire's Major Event Grants	Communications	External	Facebook, Twitter and Website
27-Jul-2020	2020/21 Budget Adopted	Communications	External	Facebook and Website
26-Jul-2020	Community Infrastructure Fund	Communications	External	Facebook, Twitter and Website
23-Jul-2020	SJ Matters eNewsletter	Communications	External	eNewsletter
23-Jul-2020	General Grants program	Communications	External	Facebook, Twitter and Website
23-Jul-2020	Community Grants and Funding programs are now open	Communications	External	Facebook, Twitter and Website
23-Jul-2020	Scarp Voice	Communications	External	The Examiner Newspaper
23-Jul-2020	SJ Matters	Communications	External	eNewsletter
22-Jul-2020	CEO Email	Communications	Internal	All Staff Email
16-Jul-2020	Jarrahdale Log Chop Cancelled	Communications	External	Facebook
15-Jul-2020	Residential Rent Relief Grant Scheme	Communications	External	Facebook
12-Jul-2020	Online business directory	Communications	External	Facebook
11-Jul-2020	Shire facilities open	Communications	External	Facebook, Instagram and Twitter
9-Jul-2020	Friendly Neighbourhood Grant program	Communications	External	Facebook, Twitter and Website
7-Jul-2020	Mental Health Free Webinars	Communications	External	Facebook
6-Jul-2020	Small Business Shout Out	Communications	External	Facebook
3-Jul-2020	Small Business Shout Out	Communications	External	Facebook
30-Jun-2020	Small Business Shout Out	Communications	External	Facebook
30-Jun-2020	CEO Email	Communications	Internal	All Staff Email
28-Jun-2020	Community Resilience Scorecard	Communications	External	Facebook
26-Jun-2020	24/7 Gym access at the SJ Recreation Centre	Communications	External	Facebook
25-Jun-2020	Peel Development Commission Tender Writing Information Session	Communications	External	Facebook
24-Jun-2020	Regional Economic Development (RED) Grants Program	Communications	External	Facebook
22-Jun-2020	Small Business Shout Out	Communications	External	Facebook
21-Jun-2020	Community Resilience Scorecard	Communications	External	Facebook and Twitter
19-Jun-2020	Small Business Shout Out	Communications	External	Facebook
19-Jun-2020	SJ Matters eNewsletter	Communications	External	eNewsletter
17-Jun-2020	Jarrahdale Guided Walks Re-starting	Communications	External	Facebook
15-Jun-2020	Small Business Shout Out	Communications	External	Facebook
13-Jun-2020	Community Resilience Scorecard	Communications	External	Facebook
12-Jun-2020	Small Business Shout Out	Communications	External	Facebook
12-Jun-2020	June Ordinary Council Meeting	Communications	External	Facebook
11-Jun-2020	CEO Email	CEO email	Internal	All staff email
10-Jun-2020	Byford Basketball Association returns to training	Communications	External	Facebook post share
9-Jun-2020	Virtual Tourism Forum Event Reminder	Communications	External	Facebook
8-Jun-2020	Byford Bushrangers return to training	Communications	External	Facebook and Instagram
7-Jun-2020	Small Business Shout Out	Communications	External	Facebook
5-Jun-2020	Phase 3: Easing of COVID-19 restrictions	Communications	External	Facebook, Instagram and Twitter
5-Jun-2020	Small Business Shout Out	Communications	External	Facebook
4-Jun-2020	Scarp Voice	Communications	External	Examiner Newspaper
2-Jun-2020	Small Business Shout Out	Communications	External	Facebook
31-May-2020	Commissioner for Children and Young People WA - experiences for children during COVID-19	Communications	External	Facebook
30-May-2020	Virtual Tourism Forum Event	Communications	External	Facebook
29-May-2020	Small Business Shout Out	Communications	External	Facebook

29-May-2020	Phase 3: Easing of COVID-19 restrictions - Premier's Post Share	Communications	External	Facebook
27-May-2020	CSRFF Sporting Clubs Grants	Communications	External	Facebook
27-May-2020	COVID-19 Safety plan	Communications	External	Media response sent to West Australian Newspaper
26-May-2020	SJ Matters eNewsletter	Communications	External	eNewsletter
26-May-2020	Federal Funding	Communications	External	Media response sent to Examiner newspaper
25-May-2020	Small Business Shout Out	Communications	External	Facebook
24-May-2020	COVID-19 Disability Information Helpline	Communications	External	Facebook and Twitter
24-May-2020	National Volunteer Week - Neighbourhood Watch WA	Communications	External	Facebook and Instagram
22-May-2020	Small Business Shout Out	Communications	External	Facebook
22-May-2020	National Volunteer Week - All Things Dolls and Crafts	Communications	External	Facebook and Instagram
21-May-2020	Off the Shelf eNewsletter	Communications	External	eNewsletter
20-May-2020	Small Business Support Program	Communications	External	Facebook
19-May-2020	Small Business Shout Out	Communications	External	Facebook
19-May-2020	Regional Economic Development Grants	Communications	External	LinkedIn
18-May-2020	Shire facilities re-open	Communications	External	Facebook
18-May-2020	National Volunteer Week - Byford Baptist Church	Communications	External	Facebook, Instagram
17-May-2020	Coach Development Series Webinars	Communications	External	Facebook
16-May-2020	Lotterywest Crisis and Emergency Relief Funding	Communications	External	Facebook
15-May-2020	Little Miss Squeezebox	Communications	External	Facebook and Instagram
15-May-2020	Roadmap to re-opening of Shire facilities	Communications	External	Facebook
15-May-2020	Stream movies at home with Kanopy App	Communications	External	Facebook
15-May-2020	CEO Email	Communications	Internal	All staff email
13-May-2020	Coronavirus Helpline	Communications	External	Facebook
13-May-2020	Pools, gyms and libraries re-open	Communications	External	Media response sent to West Australian Newspaper
12-May-2020	SJ Matters Group Now Live	Communications	External	Facebook
11-May-2020	Small Business Shout Out	Communications	External	Facebook
11-May-2020	Small Business Shout Out	Communications	External	Facebook
10-May-2020	Disability Information Helpline	Communications	External	Facebook and Twitter
10-May-2020	Roadmap out COVID-19	Communications	External	Facebook
8-May-2020	SJ Matters Facebook Group Launch	Communications	External	Facebook
8-May-2020	Small Business Shout Out	Communications	External	Facebook
7-May-2020	Examiner Scarp Voice Advertisement	Communications	External	The Examiner Newspaper
6-May-2020	Mental Health Support Services	Communications	External	Facebook
6-May-2020	CEO Email	Communications	Internal	All Staff Email
5-May-2020	SJ Matters and Helping Hands SJ Video Update	Communications	External	Facebook
4-May-2020	Small Business Shout Out	Communications	External	Facebook
3-May-2020	Hospitality COVID-19 Hygiene Course	Communications	External	Facebook, LinkedIn
2-May-2020	Social Distancing FAQs	Communications	External	Facebook
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
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)
29-Apr-2020	Off the Shelf eNewsletter	Communications	External	eNewsletter
29-Apr-2020	Helping Hands SJ	Communications	External	Facebook
28-Apr-2020	Small Business Shout Out	Communications	External	Facebook
27-Apr-2020	Hello Neighbour Cards - Helping Hands SJ	Communications	External	Facebook
26-Apr-2020	Covid-19 Update	Communications	External	Facebook
26-Apr-2020	Understanding the JobKeeper Payment	Communications	External	Facebook, Twitter
24-Apr-2020	SJ Matters eNewsletter	Communications	External	eNewsletter
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
22-Apr-2020	Helping Hands SJ	Communications	External	Instagram
22-Apr-2020	Free Coronavirus Children's Book	Communications	External	Facebook and Twitter
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
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
17-Apr-2020	Citizenship Ceremonies Cancelled due to COVID-19	Communications	External	Facebook
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
15-Apr-2020	Tourism Aualstia Free Webinars for Tourism Businesses	Communications	External	Facebook and Twitter
14-Apr-2020	Green Waste Verge Collection	Communications	External	Facebook and Instagram
13-Apr-2020	eResources at Mundijong Public Library	Communications	External	Facebook
12-Apr-2020	Wishing residents a safe and happy easter	Communications	External	Facebook, Twitter and Instagram
11-Apr-2020	Mundijong Public Library Off the Shelf eNewsletter	Communications	External	eNewsletter and Facebook post, Twitter and Instagram
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
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
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
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
5-Apr-2020	Helping Hands SJ	Communications	External	Facebook
4-Apr-2020	Look out for neighbours post	Communications	External	Facebook
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 isolation	Communications	External	Instagram (Photos from Colleen Rankin)
3-Apr-2020	Helping Hands SJ	Communications	External	Twitter
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 Advertistment	Communications	External	The Examiner Newspaper
2-Apr-2020	Examiner Business Support Full Page Advertistment	Communications	External	The Examiner Newspaper
2-Apr-2020	Helping Hands SJ	Communications	External	Instagram
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
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
30-Mar-2020	Update about COVID-19 situation	CEO email	Internal	All staff email
30-Mar-2020	Community and Business Update	Communications	External	Facebook
29-Mar-2020	Community and Business Update	Communications	External	Facebook
29-Mar-2020	24/7 Mental Health Support	Communications	External	Facebook
28-Mar-2020	Sunrise photo	Communications	External	Facebook and Instagram
27-Mar-2020	Update on COVID-19 situation	CEO email	Internal	All staff email
27-Mar-2020	Community and Business Update	Communications	External	Facebook
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
25-Mar-2020	Look out for neighbours post	Communications	External	Facebook share post
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 lists (approx 5400), Facebook page post.
23-Mar-2020	Library Closure Post	Communications	External	Facebook
23-Mar-2020	SJ Recreation Centre closure post share	Communications	External	Facebook
22-Mar-2020	Update on COVID-19 situation	CEO email	Internal	All staff email
21-Mar-2020	How to access Library e-Resources post share	Communications	External	Facebook
18-Mar-2020	Business support resources for those affected by COVID-19	Communications	External	Facebook
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
16-Mar-2020	Update about COVID-19 situation and Shire's response	Shire President message	External	March OCM - Shire President speech
15-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

11-Mar-2020	Update about COVID-19 situation	CEO email	Internal	All staff email
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