



Brighton Council COVID-19 Recovery Action Plan

Version	1.0	
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Approved By:	Ron Sanderson	Date: 21/5/20

Operational Period

24 March 2020 ongoing through till recovery efforts cease. This is an active document to be continually updated.

General Situational Awareness

Coronavirus (COVID-19) is a respiratory illness caused by a new virus. Symptoms range from a mild cough to pneumonia. Some people recover easily, others may get very sick very quickly. There is evidence that it spreads from person to person.

On 12 March 2020, the World Health Organization (WHO) announced that COVID-19 is a pandemic.

Due to the rapidly evolving nature, detailed situational awareness information should be sought from www.health.gov.au/health-topics/novel-coronavirus-2019-ncov and <https://www.coronavirus.tas.gov.au/>

On 17 March 2020, a Public Health Emergency was declared under the Public Health Act 1997

On 19 March 2020, a State of Emergency in Tasmania was declared under the Emergency Management Act 2006 and the State Control Centre (SCC) was activated until further notice. Refer to the TEMA.

Tasmania's Department of Health (Health) is the COVID-19 Response Management Authority (RMA), as part of the State Emergency Management Committee (SEMC) which leads the whole-of-government coordination of the coronavirus response in Tasmania.

The Health Emergency Coordination Centre (Health ECC) is directing and coordinating the systemwide health services' response and consequence management, led by the Incident Controller and reporting to the Incident Commander (Secretary of Health).

DPAC is the Advisory Agency for Recovery; the State Recovery Advisor is the DPAC Deputy Secretary (Policy and Intergovernmental Relations) (refer to TEMA section 3.7.6)

Short and long term recovery strategies are critical with State Recovery Work Groups (Economic and Social) being established.

On 24 March, 2020, there was a 'soft' activation of the Southern Region Social Recovery Committee (SRSRC), which established lines of communication between the SRSRC and the Regional Emergency Management Committee (REMC).



On 20 May, a Brighton Recovery Working Group formed and the need for a local action plan was identified.

On 30 March a Southern Regional Emergency Coordination Centre (SRECC) was established.

Mission

To co-ordinate and manage the social and economic recovery actions undertaken with the community in the Brighton during and after the COVID-19 situation

Objectives

1. To ensure information relevant to the COVID-19 situation is shared effectively and in a timely manner between members of the Brighton Council and the Southern Region Social Recovery Committee and the Southern Region Emergency Management Committee.
2. To ensure clear communication pathways are established for internal and external communications, including community, Council's Senior Management Team and Councillors.
3. To develop consistent and co-ordinated messaging to local communities about the COVID-19 situation; especially for people at risk during an emergency, those who are isolated and those who do not have access to the internet.
4. Identify ways to support the community now that improves recovery outcomes for communities
5. To identify localised health and wellbeing services who can be called upon to assist with social recovery needs resulting from the COVID-19 situation.
6. To identify ways to help support local business with economic recovery needs resulting from the COVID-19 financial situation.
7. Development of long-term responses to recovery from the COVID-19 situation.



Members

Key Roles	Key Responsibility	
Municipal Emergency Management Coordinator	To lead coordinated community response arrangements	Peter Geard
Municipal Recovery Coordinator	To support coordinated community recovery arrangements	Cathy Harper
Senior Environmental Health Officer	To provide expert advice	Brent Basstian
General Manager	To coordinate delivery of local economic development programs	James Dryburgh
Support Roles		
Communications Officer	To coordinate public messaging	Angela Turvey
Deputy Municipal Emergency Management Coordinator	To support the Municipal Emergency Management Coordinator	Heath Macpherson
General Manager	To support communications at regional and state levels and providing feedback to the Recovery Work Group	James Dryburgh
Mayor	Act as spokesperson for the Council and share key messages Support communications at regional and state levels	Tony Foster
Councillors	Engage with community members, sharing key messages and providing feedback to the Recovery Work Group	Tony Foster, Barbara Curran, Peter Geard, Leigh Gray, Phil Owen, Wayne Garlick, Moya Jeffries, Jessica Whelan, Tennille Murtagh



Objective One

To ensure information relevant to the COVID-19 situation is shared effectively and in a timely manner between members of the Brighton Council, the Southern Region Social Recovery Committee and the Southern Region Emergency Management Committee.

Action	Action By	Timing	Progress
Convene meetings of members of the Brighton Council COVID-19 Recovery Work Group to provide updates on tasks, share information and identify emerging issues and responses. Online through Microsoft TEAMS	Municipal Recovery Coordinator	As required	Ongoing
All recovery requests for actions for Brighton Council by Southern Regional Controller to come through the Municipal Emergency Management Coordinator to enable tracking and co-ordination of tasks	Municipal Emergency Coordinator	As required	Ongoing
Members to gather emerging issues from local contacts and report back to Recovery Work Group	All	As required	Ongoing
Sit Rep to be developed and forwarded with emerging issues to SRSRC (Bronwyn, CC Vicki) for progression to REMC and SCS as required (prior to midday Mon, Wed, Fri)	Municipal Recovery Coordinator	As required	Ongoing



Objective 2

To ensure clear communication pathways are established for internal and external communications, including community, Council's Senior Management Team and Councillors

Action	Action By	Timing	Progress
BC Communications officer is a supporting member of the Recovery Working Group	Communication Officer	Ongoing	Complete
All external public communications are managed through the BC Communications Officer to ensure consistency and reliability of messaging	Communication Officer	As required	Ongoing
That an SMT rep is a member of the Recovery Working Group and shares information with Councillors as required	SMT	As required	Ongoing
That the admin.emails@brighton.tas.gov.au be used as the preferred avenue for all response and recovery communications to Councillors and the public	All	As Required	Ongoing
That the GM convey and report relevant information between the BC Recovery Working Group and LGAT	General Manager	As required	Ongoing
That the Mayor and Councillors are informed of Recovery actions	Municipal Recovery Coordinator	As required	Ongoing



Objective Three

To develop consistent and co-ordinated messaging to local communities about the COVID-19 situation; especially for people at risk during and after the emergency, those who are isolated and those who do not have access to the internet

Action	Action By	Timing	Progress
Identify local ways of disseminating information. Such as: <ul style="list-style-type: none"> • Local Radio 87.6FM • Local Newspapers • Essential service providers (EG; Pharmacies, District Nurses, GP Surgeries, Welfare Clinics, Community Care Providers) • Community Information Boards • Council mailing lists and email lists • Social media • Council website 	Municipal Recovery Coordinator Communication Officer	As Required	Ongoing
Provide messaging to Mayor and other elected members to ensure consistency and accuracy of information	Governance Manager	As Required	Ongoing
Support the use of video and other online public messaging for the Mayor.	Governance Manager	As Required	Ongoing
Development of information for communities about how to access Brighton Council services if/when a community lock down occurs.	Communication Officer	As Required	Ongoing
Identify and allocate staff with skills and knowledge to assist with recovery actions.	Municipal Recovery Coordinator	As Required	Ongoing
Where available and practical assist other local governments to fill staff resource gaps	Municipal Recovery Coordinator	As Required	Ongoing
Identify sources of truth and only share information from these sources	Communication Officer	As Required	Ongoing
Handle media enquiries, consulting with GM, Mayor and staff on key messaging	Governance Manager	As Required	Ongoing



Deliver information from lead agencies to the Recovery Working Group	Recovery Coordinator	As Required	Ongoing
Linking community members and local businesses to support services and resources	Recovery Coordinator	As Required	Ongoing
Identify communication barriers and plan for mitigation, eg literacy	Recovery Coordinator	As Required	Ongoing
Identify communication opportunities and plan for implementation	Communication Officer	As Required	Ongoing
Act as spokesperson for the Council and share key messages	Mayor	As Required	Ongoing
Engage with community members, sharing key messages and providing feedback to the Recovery Work Group	Councillors	As Required	Ongoing



Objective Four

Identify ways to support the community that improves recovery outcomes for communities

Action	Action By	Timing	Progress
Co-ordinate with local organisations on response and recovery actions	Municipal Recovery Coordinator	As Required	Ongoing
Support the use of local businesses wherever possible to support sustainability of local businesses	General Manager	When opportunity arises	Ongoing
Encourage communities to continue to support and use local small businesses to assist with employment opportunities	Communication Officer/General Manager	When opportunity arises	Ongoing
Maintain regular contact with local not for profit and charity organisations to identify emerging issues and needs	Municipal Recovery Coordinator	As Required	Ongoing
Collate and share information with local communities and individuals about where they can find information and support for essential provisions and services	Municipal Recovery Coordinator	As Required	Complete but open to review
Collate and share information about how to stay connected and well mentally and physically	Municipal Recovery Coordinator	As Required	Ongoing
Promote local businesses and services within the Brighton municipality	Communication Officer	When opportunity arises	Ongoing
Explore opportunities for a Brighton based shop/buy local campaign as part of a broader Buy Tasmanian campaign	Communication Officer		Ongoing
Continue to support Brighton Alive and its community development activities, including neighbourly campaigns.	Municipal Recovery Coordinator		Ongoing
Continue to support local community groups to access resources and develop skills that can be utilised in recovery actions	Municipal Recovery Coordinator	As Required	Ongoing



Consider the feasibility of opening a recovery centre if requested by State Government	Municipal Recovery Coordinator	As Required	Complete with consideration of <i>Guidelines on emergency evacuation during the pandemic</i>
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Objective Five

To identify localised health and wellbeing services who can be called upon to assist with social recovery needs resulting from the COVID-19 situation

Action	Action By	Timing	Progress
Identify communities and individuals at risk during an emergency	Municipal Recovery Coordinator	As Required	Complete but open to review
Develop a list of key community contacts and organisations that can support recovery actions and information dissemination; especially for communities and individuals at risk during an emergency	Municipal Recovery Coordinator	As Required	Complete but open to review
Develop a list of local health and well-being services that can be called on in recovery actions	Municipal Recovery Coordinator	As Required	Complete but open to review
All enquiries about volunteering opportunities to be referred to Volunteering Tasmania where a local need for that person or service is not required	All members	As Required	Complete



Objective Six

To identify localised business support services who can be called upon to assist with economic recovery needs resulting from the COVID-19 situation.

Action	Action By	Timing	Progress
Maintain knowledge of information from key sources from State and Federal Government, in particular the Australian Taxation Office, Services Australia, Business Tasmania, Digital Ready Tasmania, Destination Southern Tasmania, Enterprise Centres Tasmania, Tasmanian Hospitality Association, Brand Tasmania, Department of Education, Employment Support services and others.	General Manager	As Required	Ongoing

Objective Seven

Development of long-term responses to recovery from the COVID-19 situation

Action	Action By	Timing	Progress
Establish Brighton Recovery Working Group to identify recovery needs and to implement recovery actions	Municipal Recovery Coordinator	As Required	Complete
Manage Recovery in line with Principles for Disaster Recovery	Recovery Working Group	As Required	Ongoing
Engage with community to identify issues	Recovery Working Group	As Required	Ongoing
Collaborate with community to develop Recovery actions in response to local identified need	Recovery Working Group	As Required	Ongoing



Other Relevant Documents

- *Tasmanian Emergency Management Arrangements (TEMA)*: DoH (PHS) is the Response Management Authority for pandemic influenza and public health emergencies.
- *State Special Emergency Management Plan (SSEMP): Pandemic Influenza Issue 4*, 18 November 2019. Although the plan is influenza specific, this SSEMP is a guide to facilitate the response and outlines health and whole of government arrangements including escalation.
- *Tasmanian Health Action Plan for Pandemic Influenza (THAPPI)*, will inform COVID-19 health sector preparedness and response where applicable.
- Southern Region Social Recovery Committee COVID-19 Social Recovery Action Plan
- *National Principles for Disaster Recovery*,
<https://knowledge.aidr.org.au/resources/national-principles-disaster-recovery/>
(29/04/2020)