



LOCAL EMERGENCY MANAGEMENT PLANS

LOCAL RECOVERY PLAN



2018

Public Version

Restricted Version

Contents

Distribution List	4
Amendment Record	5
Acronyms & Definitions	6
1. Introduction	7
1.1 Authority	7
1.2 Purpose	7
1.3 Objectives	7
1.4 Scope	7
1.5 Related Documents	7
1.6 Agreements, Understandings & Commitments	8
2.1 Recovery Management Principles	9
2.2 Recovery Management Concepts	9
2.3 Recovery Management Functional Areas	10
3. Roles & Responsibilities	12
3.1 Recovery Coordinator	12
3.2 mandurah Recovery Committee	12
3.3 MRC Spokesperson	13
3.4 MRC Chairperson	13
3.5 Subcommittees	13
4. Plan Activation, Transition & Withdrawal	14
4.1 Activation	14
4.2 Response to Recovery Transition	14
4.3 Withdrawal	14
5. Financial Arrangements	15
5.1 WANDRRA	15
5.2 Public Fundraising Appeal	15
6. Resources & Facilities	16
6.1 Recovery Coordination Centre	16
6.2 One Stop Shop	16
6.3 Staff	16
6.4 Equipment	17
6.5 Volunteers	17
6.6 Donation of Physical Goods	17

6.7 Offers of Assistance	18
7. Public Information	18
7.1 Media Management	18
7.2 Community Meetings	18
Appendix 1- Local Government MoU	19
Appendix 2- Recovery Coordinator/Committee	23
Checklist.....	23
Appendix 3- Response to Recovery Transition Form	26
Appendix 4 – Offers of Assistance Form	30
Appendix 5- Resource Register	31
Appendix 6- Community Outreach Form.....	33
Appendix 7a - Asbestos Contractors	35
Appendix 7b - Asbestos Disposal Sites	36
Appendix 8 – GIVIT Memorandum of Understanding.....	38

Distribution List

Organisation	Officer/ Department	Copies	
		Hardcopy	Electronic
City of Mandurah	Mayor & Deputy	1	
	CEO, ELT & COMMT	1	
	Emergency Management	1	
	Records	1	
	Administration Centre	1 Public version	
	Falcon Library	1 Public version	
	Mandurah Library	1 Public version	
	All Staff		Intranet Public version
	Website		Public version
Mandurah LEMC	All members (Refer to General Plan Appendix 1)	1	1

Contact & Document Availability

For copies of this plan, or to provide comment, contact:

LEMC Executive Officer
City of Mandurah
 3 Peel Street Mandurah WA 6210
 Ph: (08) 9550 3777
 F: (08) 9581 3888
 E: council@mandurah.wa.gov.au

This plan is available on the City of Mandurah website www.mandurah.wa.gov.au and is available for viewing at the City facilities outlined above.

Amendment Record

Amendment		Details	Amended by
No.	Date		
1	April 2015	Complete review and reissue	M Giardini
2	September 2015	Wording amendment	N Dekker
3	November 2015	Wording amendment	M Giardini
4	December 2016	Inclusion of Asbestos Contractors and Disposal Sites	N Dekker
5	August 2017	Update Department of Communities information (formerly CPFS)	S Edwards
6	June 2019	Comprehensive Impact Assessment Form Communicating in Recovery Guidelines DRFA-WA replacing WANDRRA Refined National Disaster Resilience Principles Red Cross Collective Trauma Events LG Emergency Management MOU	A Bevan
7			
8			
9			
10			
11			
12			

Acronyms & Definitions

Refer to the General Plan and current Australian Emergency Management Glossary for full list of terms and definitions

CBFCO	Chief Bush Fire Control Officer
CEO	Chief Executive Officer
COM	City of Mandurah
DC	Department of Communities
DCBFCO	Deputy Chief Bush Fire Control Officer
DFES	Department of Fire & Emergency Services
DoT	Department of Transport
DPaW	Department of Parks and Wildlife
FCO	Fire Control Officer
HMA	Hazard Management Agency
IC	Incident Controller
ISG	Incident Support Group
LEMC	Local Emergency Management Committee
LEMP	Local Emergency Management Plans
LMDRF	Lord Mayors Distress Relief Fund
MLRP	Mandurah Local Recovery Plan
MRC	Mandurah Recovery Committee
RC	Recovery Coordinator
SES	State Emergency Service
VMR	Volunteer Marine Rescue
WANDRRA	Western Australia Natural Disasters Relief and Recovery Arrangements

1. Introduction

1.1 AUTHORITY

The Mandurah Local Recovery Plan (MLRP) has been prepared in accordance with Section 41 (4) of the Emergency Management Act 2005 and forms a part of the Local Emergency Management Plans for the City of Mandurah. This plan has been endorsed by the Mandurah Local Emergency Management Committee and has been tabled for information and comment with the Peel District Emergency Management Committee. This plan has been approved by the City of Mandurah.

1.2 PURPOSE

The purpose of this plan is to facilitate the recovery of affected individuals, communities and infrastructure as quickly and practicably as possible.

1.3 OBJECTIVES

- The activation of mechanisms which ensure community participation in the recovery process;
- The identification of roles, responsibilities and tasks of key agencies;
- The identification of appropriate recovery measures;
- The setting out of appropriate resourcing arrangements; and
- The outlining of recovery management structures and management processes.

1.4 SCOPE

The scope of this recovery plan is limited to the municipal boundaries of the City of Mandurah. It details the local recovery arrangements for this community.

1.5 RELATED DOCUMENTS

This recovery plan forms a part of the *Mandurah Local Emergency Management Plans* (LEMP's) and should be read in conjunction with these plans and its related documents. They also interface with other hazard specific, emergency management and recovery plans at District and State levels.

It has been created in accordance with the recommendations of the *Local Recovery Guidelines*.

The *Peel Local Emergency Management Plan for the Provision of Welfare Support*, also known as the *Peel Local Welfare Plan* prescribes the arrangements for the provision of welfare support services during emergencies.

Valuable tools providing guidance to those working and managing information in a post emergency/disaster environment include;

- Communicating in Recovery Guidelines (State Emergency Management Committee)
- Communicating in Recovery Guide (Australian Red Cross)

1.6 AGREEMENTS, UNDERSTANDINGS & COMMITMENTS

In December 2015, the City of Mandurah signed a Memorandum of Understanding (MoU) with the following neighbouring councils for the provision of mutual aid and support following an emergency:

- City of Rockingham
- Shire of Murray

The details of this MoU can be seen in Appendix 1.

2. Overview of Recovery Management

Emergency recovery is the co-ordinated process of supporting emergency affected communities in the reconstruction of the physical infrastructure and restoration of emotional, social, economic and physical well-being.

2.1 RECOVERY MANAGEMENT PRINCIPLES

The national principles for disaster recovery are:

- Understand the CONTEXT
- Recognise COMPLEXITY
- Use COMMUNITY-LED approaches
- COORDINATE all activities
- COMMUNICATE effectively
- Recognise CAPACITY

2.2 RECOVERY MANAGEMENT CONCEPTS

Underpinning the recovery management principles are a number of concepts that provide the basis for effective recovery management. They are:

- Community involvement in all aspects of the recovery process;
- Management at the local level;
- Affected area/community approach to allow active participation in their own recovery;
- Differing effects/needs for different communities/individuals to ensure services are provided in a timely, fair and equitable manner;
- Empowering individuals and communities;
- Minimum intervention;
- Recognition of resourcefulness and maximising the use of local resources, groups and individuals;
- Planned/timely withdrawal;
- Accountability, flexibility, adaptability and responsiveness to meet the changing needs of the community over time;

- Integration of services to maximise the use of existing administrative and management structures e.g. the local formal and informal networks of care and support arrangements; and
- Co-ordination to ensure state and regional strategies complement local recovery initiatives rather than replacing them.

2.3 RECOVERY MANAGEMENT FUNCTIONAL AREAS

There are four key functional areas that require co-ordination of plans to be implemented as part of the recovery process on the various needs of the community.

These are the Social, Economic, Natural and Built environments, as expanded on below.

2.3.1 Social, Health & Community Environment

This refers to the impact that an emergency may have on the health and well-being of individuals and the community, which includes the provision of:

- Health and medical
- Community development
- Family and personal support
- Temporary accommodation

2.3.2 Economic Environment

This refers to the economic impact that an emergency may have on individuals and communities in an affected area. The economic impact of an emergency is often hidden, and may need a detailed assessment to determine immediate and long-term effects and which may include:

- Infrastructure
- Transport
- Communication
- Essential services
- Tourism

2.3.3 Natural Environment

This refers to the natural environmental impacts that an emergency may have on a geographic area and which may include:

- Air and water
- Public land
- Flora and fauna

- Ecosystems
- Waste pollution management

2.3.4 Built Environment

This refers to the impact that an emergency may have on physical infrastructure. Infrastructure assists individuals and the community with their daily lives and forms an important part of community identity and can also impact on the local economy and which may include:

- Agriculture
- Retail/manufacturing industry
- Employment
- Small business
- Transport and roads

3. Roles & Responsibilities

3.1 RECOVERY COORDINATOR

The Director of Works & Services is the appointed Recovery Coordinator for Mandurah.

The Manager of Operation Services is the appointed the Deputy Recovery Coordinator, in the absence of the Recovery Coordinator.

The Recovery Coordinator (RC) is responsible for the development and implementation of the recovery management plans for Mandurah. The RC also undertakes the role of Executive Officer for the Recovery Committee. It is important to note that the RC holds no specific powers, and assumes only a coordinating role. All tasks are to be directed to the appropriate agencies or personnel with the authority to complete them.

3.2 MANDURAH RECOVERY COMMITTEE

The role of the Mandurah Recovery Committee (MRC) is to coordinate and support local management of the recovery processes within the community.

The MRC comprises of the core membership listed below, plus other additional personnel depending on the type and magnitude of the event.

- Mayor, City of Mandurah (Spokesperson)
- Chief Executive Office, City of Mandurah (Chairperson)
- Recovery Coordinator, City of Mandurah (Executive Officer)
- Nominated Councillor, City of Mandurah (Council endorsement required)
- Department of Communities
- Red Cross
- Chairperson of Mandurah LEMC
- Representatives from HMA
- Representatives from affected public utilities
- Additional council staff as co-opted under the authority of the Chairperson or CEO
- Community representatives as required and approved by Chairperson or CEO

See Appendix 2 for a Recovery Coordinator/Committee checklist.

3.3 MRC SPOKESPERSON

The Mayor of the City of Mandurah has been appointed as the Spokesperson of the MRC.

Depending on the nature of the event and availability of the Mayor, the MRC may deem another officer more suitable for the role.

All public statements are to be approved by the committee prior to their release to ensure the accurate and appropriate release of information. A variety of communication methods may be used to prevent delays.

3.4 MRC CHAIRPERSON

The CEO of the City of Mandurah has been appointed as the Chairperson of the MRC.

Depending on the nature of the event and the availability of the CEO, the MRC may deem another officer more suitable for the role.

3.5 SUBCOMMITTEES

It may be appropriate to consider establishing one or more subcommittees to assist the RC and MRC by addressing specific components of the recovery process.

Consideration will be given to establishing the following subcommittees, dependent on the nature and extent of the recovery:

- Community (Social)
- Infrastructure (Built)
- Environment (Natural)
- Finance (Economic)

See also section 2.3 *Recovery Environment Functional Areas* for further information.

4. Plan Activation, Transition & Withdrawal

4.1 ACTIVATION

The decision to activate the Mandurah Local Recovery Plan will be made by the RC as advised by the assessments, recommendations and consultation with the:

- ISG
- HMA IC
- City of Mandurah

Where the decision has been made to activate the plan, the RC will advise the Chairperson of the MRC. The membership of the committee will be finalised and all members will be notified with the arrangements of an initial briefing.

Where the decision is taken not to activate the plan or convene the committee, the RC will monitor the situation and keep the MRC advised accordingly.

4.2 RESPONSE TO RECOVERY TRANSITION

Recovery starts while response activities are still in progress, and key decisions taken during the response phase are likely to directly influence and shape recovery. The RC should be available to take up the role while the emergency is still being attended to and the IC is managing response efforts. At times there will be conflicting priorities between response and recovery. This shall be managed through liaison officers and the ISG (i.e. road closures). Providing a safe working environment for both response and recovery personnel is essential.

The transition from response to recovery is ultimately the transfer of responsibility of the incident from the HMA to the City of Mandurah. This transition shall be formalised by completing the '*Response to Recovery Transition Form*' in Appendix 3.

4.3 WITHDRAWAL

The recovery management structure will be gradually stood down as the capability of local authorities improves and as the community returns to a functional state.

The decision to conclude recovery efforts will be made by the MRC and recorded in the appropriate meeting minutes. Public notification must be made to inform the community of this decision.

5. Financial Arrangements

The State Emergency Management Plan for State Level Recovery Coordination (Westplan-Recovery Coordination) outlines the States recovery funding arrangements. Relief programs include:

- Western Australia Natural Disasters Relief & Recovery Arrangements (WANDRRA)
- Centrelink
- Lord Mayor's Distress Relief Fund (LMDRF)

5.1 DRFA-WA

The primary responsibility for safeguarding and restoring public and private assets affected by natural disasters rests with the owner. However the State Government recognises that disaster affected communities do not always have the resources to provide for their own recovery.

For the disaster to be considered eligible for DRFA-WA funding the event must be a naturally occurring, rapid onset event caused by any one, or a combination of, the following natural hazards: bushfire; cyclone; earthquake; flood; landslide; meteorite strike; storm; storm surge; tornado or tsunami.

DRFA-WA guidelines, templates and fact sheets are available on the [DFES website](#).

To assist with the calculation of disaster cost, and therefore whether the incident will be eligible for DRFA-WA funding, each department within the City of Mandurah is to have a designated account to direct all incident related expenses to. Departments are to refer to their *Emergency Preparedness Checklists or Plans* for this account number.

5.2 PUBLIC FUNDRAISING APPEAL

Any request to initiate a public fundraising appeal shall be directed to the Lord Mayor's Distress Relief Fund.

6. Resources & Facilities

6.1 RECOVERY COORDINATION CENTRE

The Mandurah Recovery Coordination Centre will initially be located at the City of Mandurah Administration Offices, 3 Peel Street Mandurah. Where this location is unsuitable, the RC will be responsible for nominating an alternate location.

6.2 ONE STOP SHOP

Depending on the extent of the incident, a one stop shop may be established to provide a central location for the public to receive assistance from all the relevant agencies.

The one stop shop is to be located as close as possible to the affected community area. Often the nominated evacuation centre may make a natural transition into the one stop shop. Where this option is not viable other facilities for consideration should include (but are not limited to):

- City of Mandurah Administration Building
- Mandurah or Falcon Library
- Mandurah or Halls Head Recreation Centre

6.3 STAFF

As a consequence of an emergency additional staff may be required to ensure that the City of Mandurah continues to fulfil its obligations to the community. Consideration needs to be taken for the demands of recovery operations as well as the continuity of regular business processes.

Staffing needs should be assessed as soon as possible to ensure adequate resources are available. The extent of the recovery operations should not be underestimated as recovery can be a lengthy process. Depending on the nature of the event, some services may be required for months or even years to follow.

Managers are to consider the impact of fatigue, stress and pressure on personnel. As staff members often live and work in the same community, it is possible that they have also been

personally impacted by the disaster. All City of Mandurah staff have ready access to employee assistance programs.

6.4 EQUIPMENT

A resource list of the City of Mandurah construction and maintenance assets can be seen in Appendix 5.

When additional resources are required, the City will attempt to use local contractors and resources first rather than seek support from external agencies. This includes requesting support from neighbouring councils. Contact details for local equipment suppliers and contractors can be seen in Appendix 5.

6.5 VOLUNTEERS

The City of Mandurah supports the community being involved in the recovery process and acknowledges that many community members may hold valuable skills that can be utilised. There are likely to be two types of volunteers:

- Those already affiliated with a specific organisation (e.g. SES, Red Cross, BFB)
- Members of the community who offer their services after the event has occurred

Existing volunteers will be utilised under the structure of their specific organisation.

The MRC may assist with the coordination and tasking of volunteer agencies, however the management of these volunteers will remain solely with their respective organisation.

All spontaneous volunteers will be directed to the Peel Volunteer Resource Centre or Volunteering WA.

6.6 DONATION OF PHYSICAL GOODS

The City of Mandurah has entered into a Memorandum of Understanding with GIVIT Listed. GIVIT will manage all offers of donated goods, including corporate offers of assistance for the City in the event of an emergency.

During emergencies:

- All goods are to be donated through the GIVIT online platform (givit.org.au) and distributed to those in need via existing welfare agencies and/or the Mandurah Recovery Committee.

- Local welfare agencies and Council will request goods through the GIVIT online platform.
- GIVIT will broker donations on behalf of the City of Mandurah and local welfare agencies to meet specific community needs.

6.7 OFFERS OF ASSISTANCE

All public offers of assistance, such as donations of services and accommodation are to be recorded on the DC *Offers of Assistance* form (see Appendix 4) and be made available for public viewing (i.e. public notice board). Whilst DC and the City of Mandurah may facilitate this process they will not endorse any service providers or be held accountable for the quality of assistance provided.

7. Public Information

7.1 MEDIA MANAGEMENT

The media serves a vital link between recovery agencies and the public, and is an effective means to disseminate information.

Regular media briefings are to be scheduled to ensure current information on the event, the recovery process and the location/availability/type of recovery services is well distributed.

It is to be clearly communicated to all agencies working in the recovery process that the MRC Spokesperson is the only person to speak on behalf of the MRC unless permission is granted otherwise. All media statements are to be approved by the MRC prior to their release, to ensure the accurate and appropriate release of information (refer to section 3.3).

Any requests from the media to access restricted sites or for correspondence with additional personnel must be authorised by the MRC.

7.2 COMMUNITY MEETINGS

The public has become accustomed to and expects easy access to current information.

In addition to media releases, regular community meetings may be necessary depending on the size and nature of the event.

The following guides will assist in preparing for community meetings;

- *Red Cross Communicating in Recovery Guide*
- *Red Cross Collective Trauma Event Guidelines*
- *SEMC Communicating in Recovery Guidelines*

Appendix 1- Local Government MoU

This Memorandum of Understanding is made on the 10th day of December 2018.

Parties to the Agreement

City of Mandurah, Peel Street, Mandurah

City of Rockingham, Civic Boulevard, Rockingham

Shire of Murray, Pinjarra Road, Pinjarra

Shire of Waroona, Hesse Street Waroona

} Hereinafter called the 'partnering LGs'
'parties' or 'partners'

Aim

This Memorandum of Understanding (MOU) formalizes cooperative arrangements between the local governments named, promoting sharing of resources during emergencies and during post-incident recovery which affects one or more of the partnering local governments.

Purpose

The guiding principle of this MOU is that any support given to a LG in a particular emergency event shall be voluntary and of a level that will not unduly compromise the operability of the LG providing the support.

To facilitate the provision of mutual aid between partnering LGs during emergencies and post incident recovery.

To enhance the capacity of our communities to cope in times of difficulty.

To demonstrate the capacity and willingness of participating LGs to work co-operatively and share resources within the region.

Partnering Objectives

Partners to this MOU, in times of community distress due to an emergency incident, agree where possible to:

1. Provide whatever resources may reasonably be available within the capacity of that LG to respond to the emergency incident if requested;
2. Provide at its absolute discretion, whatever resources may be available within the means of that LG to assist with post incident recovery in the community.

Allocation of Resources

1. This MOU acknowledges that the allocation of a partnering LG's personnel and plant resources is an operational issue, and as such is the responsibility of the CEO of the LG seeking to offer aid.
2. This MOU seeks to demonstrate that the CEO's commitment to supporting other LGs in need is supported by the Elected Members of each participating Council.

Responsibilities

The partners to this MOU recognise their responsibilities to have adequate arrangements in place in order to be in a position to respond to non-natural and natural disasters.

This MOU recognises that each LG will have its own local emergency management plans or arrangements in place in accordance with the *Emergency Management Act 2005*.

The intention of this MOU is to improve the efficiency of joint response to a disaster, share experiences, enhance cooperation between LGs and improve regional resilience.

The parties acknowledge that the provisions of this document are not intended to create binding legal obligations between them.

The parties acknowledge that:

1. nothing in this document authorises a party to incur costs or expenses on behalf of the other party; and
2. a party has no authority to act for, or to create or assume any responsibility obligation or liability on behalf of, the other party.

Partnering Expectations

1. To provide where possible both physical and human resources to assist with the immediate response and recovery. Ongoing protracted assistance may be needed, this may be subject to further negotiation and agreement in writing between the partners concerned.
2. Where possible, and if appropriate, the affected LG must utilise internal resources and local contractors before requesting assistance from another LG. This will ensure LGs are not seen to be competing with local businesses or offers of assistance.
3. All requests for support will be made through the Incident Controller (IC) of the designated Hazard Management Agency (HMA) for the incident, in consultation with the designated Local Recovery Coordinator (LRC) and the Local Emergency Coordinator (LEC).

4. All requests for support in recovery, will be activated between one LG and another, this is likely to occur via emergency management personnel, seeking approval of the relevant CEOs.
5. All equipment provided must be covered by the partners own insurance, each LG is responsible for ensuring insurance policies allow for the provision of mutual aid.
6. Each individual Council will be responsible for continued salary and any workers compensation insurance for their own staff regardless of where they are operating during the disaster event and recovery.
7. Each LG will be responsible for any loss, damage or cost associated with the provision of support unless otherwise agreed in writing.
8. The LG requesting support will be responsible for all incidental costs associated with the provider's personnel and equipment such as catering, accommodation, OHS issues, transport fuel and storage.

Cost Recovery

The Disaster Recovery Funding Arrangements WA (DRFA) and guidelines provide for the reimbursement of eligible expenditure incurred by LGs following a disaster event. Each LG is responsible for maintaining an accurate record of its expenditure during an event.

In the event the emergency is declared a Disaster, State and Commonwealth funding assistance will be sought in compliance with relevant State and Commonwealth Policies.

The affected LG area will claim eligible costs accordingly under the DRFA guidelines.

In the event a LG's resources and/or equipment are required to assist another LG, these costs would not be claimable via DRFA. Therefore, any intended claim for reimbursement is a matter between partnering LGs.

Duration and Amendment

The MOU will come into effect at the date which two or more parties have signed the agreement.

This MOU can be reviewed at any time but cannot be amended except with the written consent of all partners.

Additional local government partners may be added to the MOU upon request.

Term

Unless mutually extended, terminated or parties withdraw, this MOU will expire on the 10 December 2021.

Withdrawal

Any partner may withdraw from this MOU by giving 90 days written notice to the partnering LGs.

Notices

Communications in relation to this MOU should be addressed to

Coordinator Emergency Management - council@mandurah.wa.gov.au or via post to: City of Mandurah, PO Box 210, Mandurah WA 6210

Appendix 2- Recovery Coordinator/Committee Checklist

This page has been intentionally removed

This page has been intentionally removed

Appendix 3- Response to Recovery Transition Form

See State EM Recovery Procedure 4 for Comprehensive Impact Assessment Forms

This page has been intentionally removed

This page has been intentionally removed

This page has been intentionally removed

This page has been intentionally removed

Appendix 4 – Offers of Assistance Form



Government of Western Australia
Department for Child Protection
and Family Support



Offers of Assistance

THIS FORM IS FOR THE COLLECTION OF INFORMATION ONLY

The Department for Child Protection and Family Support has not screened this information, and is not responsible for the delivery of services, donated goods or accommodation offered on this form.

All agreements on the delivery of services, donated goods and accommodation offered will be agreed upon between the private parties without the assistance of the Department, ADRA Australia or Volunteering WA.

By filling out this form I (You) agree to the information being forwarded on to impacted persons and/or relevant services/organisations.

Type of Assistance

Accommodation Service Donation Other

*Please fill out a separate form for each type of assistance offered.

Name: _____
Address: _____
Phone Number (Best number to reach you on): _____
Email: _____

Accommodation

House Granny Flat Caravan Other

Accommodation Address: _____

Availability:

Immediate Short term Long term

Information on Accommodation, Service, Donation and Other

Eg:

Accommodation – Availability dates, Size, Exclusions, Children, Pets, etc.

Service – Availability dates, Skills, Health and medical issues. Are you currently with a volunteering agency, etc.

Donations of goods and services – What you wish to donate, etc.

Other – please describe.

Signature _____

Date: _____

Time: _____

Thank you

Appendix 5- Resource Register

This page has been intentionally removed

This page has been intentionally removed

Appendix 6- Community Outreach Form



Date: _____ Team Member / Number: _____

Hello, my name is _____ and I am from the City of Mandurah / Red Cross / Other Agency.
 We are in the area today to see how you are after the recent _____
 We are collecting information from the impacted residents to gain an understanding of the needs of our community and to provide information about the available support services.
 Personal information will remain confidential and be used for administrative purposes only.

PROPERTY DETAILS

Lot number:	Street number:	Street name:
Suburb:	Nearest cross street:	

CONTACT DETAILS

How would you like to be contacted?

<input type="checkbox"/> Phone:	Preferred days/times:
<input type="checkbox"/> Email:	
<input type="checkbox"/> Post:	

PROPERTY NEEDS (Please provide details of any identified needs)

<input type="checkbox"/> House <i>(please circle)</i> Destroyed Damaged Uninhabitable	
<input type="checkbox"/> Outbuildings # ___ Destroyed # ___ Destroyed	
<input type="checkbox"/> Contents & possessions Destroyed Damaged	
<input type="checkbox"/> Water tank Destroyed Damaged Undrinkable	
<input type="checkbox"/> Animals Deceased Lost Injured	
<input type="checkbox"/> Fencing Destroyed Damaged	
<input type="checkbox"/> Road access Limited Impossible	
<input type="checkbox"/> Utility services affected Power Gas Water Phone	
<input type="checkbox"/> Contamination concerns Asbestos Other _____	
<input type="checkbox"/> Environmental clean up Trees Water Other _____	
<input type="checkbox"/> Other _____	

INFORMATION NEEDS		OTHER TYPE OF ASSISTANCE
<input type="checkbox"/> Rubbish disposal		<i>(e.g. Council Services, Agency Referral, Rebuilding Assistance)</i>
<input type="checkbox"/> Recovery information		
<input type="checkbox"/> Financial assistance		
<input type="checkbox"/> Other _____		
PERSONAL NEEDS		(Please provide details of any identified needs)
<input type="checkbox"/> Physical health		
<input type="checkbox"/> Pre-existing	Incident related	
<input type="checkbox"/> Emotional wellbeing		
<input type="checkbox"/> Pre-existing	Incident related	
<input type="checkbox"/> Social connection		
<input type="checkbox"/> Community service providers		
CONCERN FOR OTHERS		
Name:		Issue / concern:
Phone:		
Address:		
Name:		Issue / concern:
Phone:		
Address:		
Name:		Issue / concern:
Phone:		
Address:		
WELLBEING CHECK		
I would like someone to contact me:		
<input type="checkbox"/> Immediately	<input type="checkbox"/> Within the week	<input type="checkbox"/> In the future
NOTES		

Appendix 7a - Asbestos Contractors

This page has been intentionally removed

Appendix 7b - Asbestos Disposal Sites

This page has been intentionally removed

This page has been intentionally removed

Appendix 8 – GIVIT Memorandum of Understanding

This page has been intentionally removed

This page has been intentionally removed

This page has been intentionally removed

This page has been intentionally removed

This page has been intentionally removed

This page has been intentionally removed