

COVID-19 RECOVERY WORKING GROUP CHARTER

Adopted: Ordinary Council 15 04 2020

The COVID-19 Recovery Working Group (the Working Group) has been established by Council for the purpose of bringing together community leaders from across the Port Macquarie-Hastings Local Government Area (LGA) to discuss how we can successfully recover from the COVID-19 health crisis, economically, socially and culturally.

OBJECTIVES

- 1) To provide and receive two-way feedback from the community on the most appropriate approaches and initiatives to assist the LGA to recover from the impacts of the COVID-19 shutdowns. These approaches and initiatives need to encompass economic, social and cultural aspects of the recovery.
- 2) To recommend to Council, appropriate approaches and initiatives in relation to recovery from the COVID-19 shutdowns, noting that the Working Group is not a decision-making body and can only make recommendations through the General Manager to Council for formal consideration.
- 3) To ensure that any approaches and initiatives to assist the LGA to recover from the COVID-19 shutdowns are done in line with any State and / or Federal government directives that may be applicable.

MEMBERSHIP

The Working Group will be chaired by the General Manager of Port Macquarie-Hastings Council and the Mayor, Councillors and senior Council staff will be members of the Working Group.

Due to the urgency of addressing the COVID-19 recovery, membership of the Working Group will be by invitation only by the General Manager of Port Macquarie-Hastings Council. Membership will include community leaders from across the LGA and will come from a range of organisations such as business chambers and associations, community support groups, not for profit organisations, local education providers and so on, noting that this list is not exhaustive and membership may well change through the tenure of the Working Group. The General Manager may invite non-members on an ad-hoc basis to attend meetings of the Working Group to discuss specific matters.

WORKING GROUP TENURE

The Working Group will have limited tenure as it is being established for the sole purpose of working through the recovery from the impacts of COVID-19. It is envisaged that the life of the Working Group may only be for two to four months or similar, with any recovery initiatives agreed by Council being monitored by Councillors and via existing committees such as the Economic Development Steering Group, the Cultural Steering Group, the Town Centre Masterplan Committee and any other existing committees deemed appropriate. It should be noted that a 3-month review of the Working Group will be reported to the July 2020 Council meeting. The Working Group may be disbanded by resolution of Council once it has been determined that the purpose of the Working Group has been exhausted.

TIMETABLE OF MEETINGS

Meetings will be held as required and will be held via tele/video conference.

OBLIGATION OF MEMBERS

- 1) Commit to working in a respectful way to assist the LGA recover from the impacts of COVID-19.
- 2) Act honestly, in good faith and with impartiality at all times.
- 3) Participate actively in the Working Group and comply with this Charter at all times.
- 4) No invited members of the Working Group have delegation or authority to make decisions on behalf of Council, nor to direct the business of Council. The only decision making power is open to Councillors, through formal resolutions of Council. The General Manager is the spokesperson of this Working Group and members are not permitted to make public comments through the media or other public formats, such as social media, expressing their opinions on the decisions of the Working Group.
- 5) Comply with Council's adopted Code of Conduct whilst members of the Working Group.