



AIDE MEMOIRE

STATE RECOVERY CONTROLLER APPOINTMENT

EXTRAORDINARY CIRCUMSTANCES – STATE-WIDE EMERGENCIES

Additional information on the State Recovery Controller's role can be found in the [State EM Policy section 6](#); [State EM Plan section 6](#); and [State EM Recovery Procedures](#)

Appointment Process

- The State Recovery Coordinator, State Emergency Coordinator (SEC) and local government consider if the impacts of the emergency trigger escalation to State-level recovery activity (**Attachment A**).
- If determined that extraordinary arrangements are required for a specific emergency, the State Recovery Coordinator may, in consultation with the SEC, recommend that the Premier appoint a State Recovery Controller and identify any legislative support and resources required (State EM Policy statement 6.4.4).
- [State EM Recovery Procedure 5](#) provides further details on the appointment of a State Recovery Controller.

Recovery Objectives¹

- assist recovery at a social, economic, built and natural environment level;
- ensure that recovery activities are community-led;
- ensure that available government and non-government support to affected communities is targeted;
- assist communities to rebuild in a way that enhances social, economic and environmental values where possible, improve resilience of the relevant communities; and
- ensure that lessons learnt through the recovery process are captured and available to managers of future recovery processes.

Community Engagement

The State Recovery Controller has a critical role in ensuring the recovery effort includes the community perspective by applying the National Principles for Disaster Recover:

- understanding the community context
- recognising the complex and dynamic nature of emergencies and communities
- using community-led approaches that empower them to move forward
- coordinating all activities
- effective communication with affected communities
- recognising, supporting and building on community, individual and organisational capacity.

¹ State EM Plan section 6.1

Responsibilities of the State Recovery Controller

- Ensuring the provision of a coordinated recovery support to emergency affected communities through the direction and coordination of the resources made available by public authorities and other persons;
- Reporting directly to the Premier/Minister as determined by the Government, keeping the SEC and Controlling Agency/HMA informed on the recovery progress
- Chairing the State Recovery Coordination Group (SRCG), if established (functions of the SRCG are listed in **Attachment B**);
- Undertaking the recovery coordination responsibilities of the State Recovery Coordinator (See the **State Recovery Coordinator Aide Memoire**);
- Ensuring the State Level Recovery Plan, developed by the SRCG, is to include a public information plan, which should incorporate a social media strategy;
- Consulting with the State Recovery Coordinator and ensure they have visibility of and input into reports provided to the SRCG, where established;
- Representing relevant Ministers during consultation with local government(s) on recovery and reconstruction matters;
- Liaising with SRCG and SECG members and other relevant agencies to coordinate overlapping issues;
- Liaising with the State Emergency Public Information Coordinator (SEPIC) regarding media and public information support during the response and recovery phase;
- Disseminating information, in consultation with the SEPIC, relating to State-level recovery coordination and messaging. (State EM Policy section 5.6 and State EM Plan section 5.3.1); and
- Facilitating the sharing of information to support local and regional recovery activities.

Recovery cessation

- Where a State Recovery Controller is appointed, cessation will be informed by the completion of the recovery objectives and determined by the Premier or the Minister.
- Following consultation with the affected local government/Local Recovery Coordination Group, the SRCG is to conduct an evaluation of the State Level Recovery Plan's effectiveness at the conclusion of the recovery arrangements, as directed by the SEMC.

Escalation Factors for State-Level Recovery - State Recovery Coordinator and State Recovery Controller

State involvement in recovery is to be determined through consideration of the capacity of the local governments involved to manage the recovery; the number of local governments affected; and the complexity and duration of the recovery (State EM Plan section 6.6).

Escalation from State Recovery Coordinator to State Recovery Controller involvement should consider the following factors:

State Recovery Coordinator		State Recovery Controller	
Support provided by State Recovery Coordinator may be appropriate where:		Support provided by State Recovery Controller may be appropriate where:	
People	<ul style="list-style-type: none"> Some serious or critical injuries or deaths 	People	<ul style="list-style-type: none"> Significant number of serious or critical injuries or some deaths
Economy	<ul style="list-style-type: none"> Some impact on State's economy & tourism 	Economy	<ul style="list-style-type: none"> Significant impact on the State's economy & tourism Serious risk to the State's reputation, economy or industry
Environment	<ul style="list-style-type: none"> Long-term environmental hazard (e.g. asbestos) Destruction of critical environmental assets 	Environment	<ul style="list-style-type: none"> Major public health issues Significant long-term environmental hazard (e.g. asbestos) Significant destruction of critical environmental assets
Public Administration & Government	<ul style="list-style-type: none"> LG does not have capacity to manage recovery without State support; surrounding LGs do not have capacity to support affected LG; more than one LG is affected State/Commonwealth government financial support required Significant financial support required through DRFAWA Considerable State/Commonwealth Govt. Ministerial involvement 	Public Administration & Government	<ul style="list-style-type: none"> Complex long-term recovery management is required More than one LG is affected & a regional approach to supporting LGs is required Significant financial support required through State/Commonwealth governments
Infrastructure	<ul style="list-style-type: none"> Community, essential services or transport infrastructure affected in the short term (e.g. hospitals, schools, power, gas, water, phones, road, rail, airport) 	Infrastructure	<ul style="list-style-type: none"> Significant community, essential services or transport infrastructure affected in the mid to long term (e.g. hospitals, schools, banks, shops, power, gas, water, phones, road, rail and airport) There is damage or loss to the State's critical infrastructure
Social Setting	<ul style="list-style-type: none"> Short-term loss of community access to basic requirements such as shelter, food, clothes, money & fuel Short-term disruption of essential LG or State government services to the community Community evacuation has occurred & repatriation is prolonged Large numbers of affected community who are psychologically impacted, beyond the capacity of the local response agencies 	Social Setting	<ul style="list-style-type: none"> Mid to long term loss of community access to basic requirements such as shelter, food, clothes, money & fuel Mid to long term disruption of essential LG or State government services to the community Mass community evacuation has occurred & repatriation is prolonged Significant numbers of affected community who are psychologically impacted
Cessation of State Recovery Arrangements: The State Recovery Coordinator is responsible for determining when State-level recovery coordination arrangements cease, in consultation with the affected LG & Local Recovery Coordination Group		Cessation of State Recovery Arrangements: When a State Recovery Controller is appointed, cessation will be informed by the completion of the recovery objectives and determined by the Premier or the Minister	

Functions of the SRCG

The SRCG will:

- assess, in conjunction with the local government/Local Recovery Coordination Group, other public authorities, and appropriate community representatives, the assistance required by the affected community. This may require on-site assessment;
- assist the local government(s), local recovery coordinator(s), and Local Recovery Coordination Group(s) to implement the local recovery plan.
- identify a public authority with lead responsibility for each of the social, built environment, economic and natural environment aspects of recovery;
- develop a State Level Recovery Plan specifically for the emergency and coordinate the most effective use of government and non-government resources to implement that plan;
- monitor the progress of recovery and receive periodic reports from the local government/Local Recovery Coordination Group and other public authorities involved in the recovery process;
- advise the Premier, Minister, Controlling Agency/HMA and the State Emergency Coordinator (SEC) on the conduct and progress of recovery; and
- identify and recommend, if necessary, specific assistance measures for consideration by the State government.
- advise the local government(s) of the State recovery progress to resolving State-level recovery issues;
- coordinate the State-level financial arrangements of DRFAWA, the Lord Mayor's Distress Relief Fund and insurance, in consultation with the LRCG(s); and
- coordinate the State-level non-government organisations, in consultation with the LRCG(s).

[State EM Recovery Procedure 3](#) outlines the functioning of the State Recovery Coordination Group.