



**CITY OF VINCENT**

# **MINUTES**

**COVID-19 Relief and Recovery  
Committee**

**5 May 2020**

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**MINUTES OF CITY OF VINCENT  
COVID-19 RELIEF AND RECOVERY COMMITTEE  
E-MEETING, ACCESS AVAILABLE ON THE CITY'S WEBSITE  
HTTP://WEBCAST.VINCENT.WA.GOV.AU/  
ON TUESDAY, 5 MAY 2020 AT 5.00PM**

|                       |  |   |
|-----------------------|--|---|
| <b>PRESENT:</b>       | <b>Mayor Emma Cole<br/>Cr Susan Gontaszewski<br/>Cr Alex Castle</b>  | <b>Presiding Member<br/>South Ward<br/>North Ward</b>   |
| <b>IN ATTENDANCE:</b> | <b>David MacLennan<br/>John Corbellini<br/>Andrew Murphy<br/>Virginia Miltrup<br/>Meluka Bancroft<br/>Mark Fallows</b> | <b>Chief Executive Officer<br/>Executive Director Strategy &amp;<br/>Development<br/>Executive Director Infrastructure &amp;<br/>Environment<br/>Executive Director Community &amp;<br/>Business Services<br/>Executive Manager Corporate Strategy &amp;<br/>Governance<br/>Manager Built Environment and<br/>Wellbeing</b> |
| <b>Public:</b>        | No members of the public.  |   |

## **1 DECLARATION OF OPENING / ACKNOWLEDGEMENT OF COUNTRY**

The Presiding Member, Mayor Emma Cole declared the meeting open at 5.00pm and read the following Acknowledgement of Country statement:

“The City of Vincent would like to acknowledge the Traditional Owners of the land, the Whadjuk people of the Noongar nation and pay our respects to Elders past, present and emerging”.

## **2 APOLOGIES / MEMBERS ON LEAVE OF ABSENCE**

Nil

## **3 (A) PUBLIC QUESTION TIME AND RECEIVING OF PUBLIC STATEMENTS**

The following questions and statements were submitted prior to the Meeting and were read out by the Executive Manager Corporate Strategy and Governance. The City's responses will be provided in the Agenda for the 12 May 2020 COVID-19 Relief and Recovery Committee Meeting.

### **3.1 Dudley Maier of Highgate**

#### **Item 7.4 – Leederville Gardens Trust recommendations**

1. Why did the CEO decide that details about the allocation of funds from the Leederville Gardens Trust Fund should be treated as confidential at the meeting of 28 April 2020 given that a similar recommendation has been made public for the meeting of 5 May 2020 (Item 7.4)?
2. If the reason is because ‘a contract may be entered into which will be discussed at the meeting’ [i.e. Local Government Act – 5.23 (2) (c)] why wasn't the recommendation for the lease of the Beatty Park Café (OMC 17 March 2020 – Item 12.1) treated as confidential to the same extent?
3. If the reason is because it may disclose ‘information that has a commercial value’ [i.e. Local Government Act – 5.23 (2) (e)(ii)]:

- 3.1. Why wasn't the recommendation for the lease of the Beatty Park Café (OMC 17 March 2020 – Item 12.1) treated as confidential to the same extent given that it contained some commercial information (i.e. the rent to be paid); and
- 3.2. Exactly what type of information, as opposed to the actual information, would be considered as having a commercial value given that the organisations are charitable, benevolent bodies rather than commercial enterprises and are likely to be subject to the State's Associations Incorporation Act and the Federal Government's Charities Act?
4. Why has the CEO not released the confidential attachments related to the decision made at the 28 April 2020 meeting concerning the allocation of money from the Leederville Gardens Trust Fund (item 10.1) so that the community can decide for themselves:
  - that the money is well spent;
  - that it provides value for money;
  - that it can be demonstrated that it will only be spent as a direct or indirect consequence of COVID-19 as per the Council's decision of 30 March 2020;
  - that the money will only be spent on services within the City; and
  - that the money is spent in accordance with the Rules of Association of the Leederville Gardens Inc.
5. Does the CEO agree that the community has the right to know how much will be spent and on what, given that it is the community's money?

### 21 April 2020 Committee Meeting - Item 7.3

6. At the 21 April Covid Committee meeting the committee agreed that Category 3 tenants could have a repayment plan with a minimum term of 24 months (Item 7.3 – clause 2.3.4). Why is a minimum term specified rather than a maximum term, which would make more sense?

There being no further speakers, Public Question Time closed at approximately 5.05pm.

## (B) RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE

### 3.2 Jess Karlsson (Cahoots) of West Leederville

Are City of Vincent planning to contribute available council resources to help deliver the project more efficiently and comprehensively? (e.g. databases of residents/areas at higher risk, so our communication can target those most at risk quickly, providing staff not fully utilised as 'service delivery volunteers' and available venues within COV).

*No. At its 28 April the Committee decided not to allocate funds to Cahoot's proposal at this stage. The City is also not legally able to release some of the information requested, including databases of residents.*

Will the City connect Cahoots with other project leaders so we can work more collaboratively and combine our projects, wherever possible? (Cahoots, and I do have relationships with several of the listed organisation's CEOs and Exec Teams, however, we believe it would be more efficient if COV provided linkages, with the aim of providing a more coordinated and comprehensive approach).

*The City's Community Partnership's team can support Cahoot's, and all local community organisations, in working more collaboratively. Please contact the City on 92736000 to discuss this further.*

## 4 DECLARATIONS OF INTEREST

- 4.1 Cr. Castle disclosed an impartiality interest in Item 7.4 – 'Leederville Gardens Inc Trust – COVID-19 Relief Fund Recommendations'. The extent of Cr Castle's interest is that in 2019 and 2020 her daughter participated in an unpaid, voluntary educational program conducted by one of the applicants.

## 5 APPLICATIONS FOR LEAVE OF ABSENCE

Nil

**6 CONFIRMATION OF MINUTES**

**COMMITTEE DECISION**

**Moved:** Cr Castle, **Seconded:** Cr Gontaszewski

That the minutes of the COVID-19 Relief and Recovery Committee held on 28 April 2020 be confirmed.

**CARRIED UNANIMOUSLY (3-0)**

**For:** Mayor Cole, Cr Gontaszewski and Cr Castle

**Against:** Nil

**7 BUSINESS ARISING**

**7.1 COVID-19 WEEKLY UPDATE**

**Attachments:** 1. COVID-19 Relief and Recovery Implementation Plan update 

**RECOMMENDATION**

That the COVID-19 Relief and Recovery Committee **NOTES** the update on the City's actions relating to the COVID-19 pandemic.

**COMMITTEE DECISION ITEM 7.1**

**Moved:** Cr Gontaszewski, **Seconded:** Cr Castle

That the recommendation be adopted.

**CARRIED UNANIMOUSLY (3-0)**

**For:** Mayor Cole, Cr Gontaszewski and Cr Castle

**Against:** Nil

**7.2 COVID-19 RELIEF & RECOVERY STRATEGY - COMMUNICATION PLAN**

**Attachments:** 1. **COVID-19 Relief and Recovery Strategy - Communication** 

**RECOMMENDATION**

That the COVID-19 Relief and Recovery Committee **ENDORSES** the communication actions resulting from the COVID-19 Relief and Recovery Strategy.

**COMMITTEE DECISION ITEM 7.2**

**Moved:** Cr Castle, **Seconded:** Cr Gontaszewski

That the recommendation be adopted.

**LOST (0-3)**

**For:** Nil

**Against:** Mayor Cole, Cr Gontaszewski and Cr Castle

**COMMITTEE DECISION ITEM 7.2****ALTERNATIVE RECOMMENDATION**

**Moved:** Cr Gontaszewski, **Seconded:** Cr Castle

That the COVID-19 Relief and Recovery Committee:

1. **NOTES** the communications actions undertaken to date resulting from the City's COVID-19 Relief and Recovery response;
2. **REQUIRES** that a Communication Plan become an attachment to the COVID-19 Relief and Recovery Strategy and Implementation Plan and is a live document with weekly updates that outlines key themes with proposed communication campaigns and key actions undertaken throughout the COVID-19 response;
3. **REQUESTS** the CEO and Mayor to develop a procedure to manage COVID-19 communications campaigns, that monitors the quality, effectiveness and efficiency of campaign activity; and
4. **REQUESTS** that where key decisions on the City's COVID-19 Response are made by the Committee, communication and marketing support is provided as a priority for effective and timely communication to the community and media.

**REASON**

The alternative recommendation connects the Communications Plan to the COVID-19 Strategy and Implementation Plan and ensures the Committee receives a weekly update. This will provide an opportunity for objectives in the plan to be prioritised and will provide clarity around what the key themes and communication campaigns are during COVID-19, so that the City is clear on the priorities and where the focus should lie.

**CARRIED UNANIMOUSLY (3-0)**

**For:** Mayor Cole, Cr Gontaszewski and Cr Castle

**Against:** Nil

**COMMITTEE DECISION ITEM 7.2****Moved: Cr Gontaszewski, Seconded: Cr Castle**

That the COVID-19 Relief and Recovery Committee:

1. **NOTES** the communications actions undertaken to date resulting from the City's COVID-19 Relief and Recovery response;
2. **REQUIRES** that a Communication Plan become an attachment to the COVID-19 Relief and Recovery Strategy and Implementation Plan and is a live document with weekly updates that outlines key themes with proposed communication campaigns and key actions undertaken throughout the COVID-19 response;
3. **REQUESTS** the CEO and Mayor to develop a procedure to manage COVID-19 communications campaigns, that monitors the quality, effectiveness and efficiency of campaign activity; and
4. **REQUESTS** that where key decisions on the City's COVID-19 Response are made by the Committee, communication and marketing support is provided as a priority for effective and timely communication to the community and media.

**CARRIED UNANIMOUSLY (3-0)****For:** Mayor Cole, Cr Gontaszewski and Cr Castle**Against:** Nil

**7.3 BULK HARD WASTE COLLECTION – PROPOSED NEW SERVICE DATE**

**Attachments:** Nil

**RECOMMENDATION:**

That the COVID-19 Relief and Recovery Committee **APPROVES** a new service date of July 2020 for the postponed Bulk Hard Waste Collection.

**COMMITTEE DECISION ITEM 7.3**

**Moved:** Cr Castle, **Seconded:** Cr Gontaszewski

That the recommendation be adopted.

**CARRIED UNANIMOUSLY (3-0)**

**For:** Mayor Cole, Cr Gontaszewski and Cr Castle

**Against:** Nil

**7.4 LEEDERVILLE GARDENS INC. TRUST - COVID-19 RELIEF FUND RECOMMENDATIONS**

- Attachments:**
1. Submission Assessment Table - Confidential
  2. Recommended Allocation of Funding - Confidential
  3. Submission from People Who Care - Confidential
  4. Submission from Ruah Community Services - Confidential

**RECOMMENDATION**

That the COVID-19 Relief and Recovery Committee:

1. **RECEIVES** the updated submissions from People Who Care Inc. and Ruah Community Services in response to the Leederville Gardens Inc. trust funds Expression of Interest for the provision of urgent relief to people in the City of Vincent in need as a direct or indirect consequence of the conditions imposed by COVID-19, as summarised at Confidential Attachment 1;
2. As trustee of the Leederville Gardens Inc. trust funds **APPROVES** the allocation of funds from the Leederville Gardens Inc. trust to People Who Care Inc. and Ruah Community Services, **SUBJECT TO** the Chief Executive Officer determining the exact amount of funds, within the limit specified in Confidential Attachment 2;
3. **NOTES** that the Chief Executive Officer will enter into funding agreements with the organisations listed in Recommendation 2. in respect to the acquittal of these funds, which includes negotiating the time frames, deliverables and reporting requirements;
4. **NOTES** that YMCA's updated submission will be presented to the COVID-19 Relief and Recovery Committee at its meeting next week; and
5. **NOTES** that the Chief Executive Officer is liaising with local organisations yet to provide a submission in respect to the provision of food delivery services for vulnerable people, and will present funding recommendations to the COVID-19 Relief and Recovery Committee in due course.

**Moved:** Cr Gontaszewski, **Seconded:** Cr Castle

That the recommendation be adopted.

**AMENDMENT 1**

**Moved:** Cr Gontaszewski, **Seconded:** Cr Castle

That the recommendation be amended as follows:

6. **REQUESTS** that the Chief Executive Officer provides an update on each project, 3 months after the project commencement, on service uptake and expenditure of funds.

**AMENDMENT CARRIED (3-0)**

**For:** Mayor Cole, Cr Gontaszewski and Cr Castle

**Against:** Nil

**COMMITTEE DECISION ITEM 7.4****RECOMMENDATION**

That the COVID-19 Relief and Recovery Committee:

1. **RECEIVES** the updated submissions from People Who Care Inc. and Ruah Community Services in response to the Leederville Gardens Inc. trust funds Expression of Interest for the provision of urgent relief to people in the City of Vincent in need as a direct or indirect consequence of the conditions imposed by COVID-19, as summarised at Confidential Attachment 1;
2. **As trustee of the Leederville Gardens Inc. trust funds APPROVES** the allocation of funds from the Leederville Gardens Inc. trust to People Who Care Inc. and Ruah Community Services, **SUBJECT TO** the Chief Executive Officer determining the exact amount of funds, within the limit specified in Confidential Attachment 2;
3. **NOTES** that the Chief Executive Officer will enter into funding agreements with the organisations listed in Recommendation 2. in respect to the acquittal of these funds, which includes negotiating the time frames, deliverables and reporting requirements;
4. **NOTES** that YMCA's updated submission will be presented to the COVID-19 Relief and Recovery Committee at its meeting next week; and
5. **NOTES** that the Chief Executive Officer is liaising with local organisations yet to provide a submission in respect to the provision of food delivery services for vulnerable people, and will present funding recommendations to the COVID-19 Relief and Recovery Committee in due course.
6. **REQUESTS** that the Chief Executive Officer provides an update on each project, 3 months after the project commencement, on service uptake and expenditure of funds.

**CARRIED UNANIMOUSLY (3-0)**

**For:** Mayor Cole, Cr Gontaszewski and Cr Castle

**Against:** Nil

## 8 ANNOUNCEMENTS BY PRESIDING MEMBER (WITHOUT DISCUSSION)

The City has just released the Arts Relief Grant EOI for grant funds up to \$10,000 to support local artists whose livelihood has been affected due to the COVID-19 pandemic. The grants are funded through the Percent for Art program, which is a program that developers contribute to in lieu of putting art on their buildings.

## 9 GENERAL BUSINESS

Nil

## 10 CONFIDENTIAL ITEMS/MATTERS FOR WHICH THE MEETING MAY BE CLOSED

Nil

## 11 NEXT MEETING

### 12 May 2020

- COVID-19 Weekly update
- Traffic Management Matters
- Tenant Financial Assistance Request

### 19 May 2020

- COVID-19 Weekly update

## 12 CLOSURE

There being no further business, the Presiding Member, Mayor Emma Cole, declared the meeting closed at 6.02pm with the following persons present:

|                       |  |   |
|-----------------------|--|---|
| <b>PRESENT:</b>       | <b>Mayor Emma Cole</b><br><b>Cr Susan Gontaszewski</b><br><b>Cr Alex Castle</b>  | <b>Presiding Member</b><br><b>South Ward</b><br><b>North Ward</b>   |
| <b>IN ATTENDANCE:</b> | <b>David MacLennan</b><br><b>John Corbellini</b><br><b>Andrew Murphy</b><br><b>Virginia Miltrup</b><br><b>Meluka Bancroft</b><br><b>Mark Fallows</b> | <b>Chief Executive Officer</b><br><b>Executive Director Strategy &amp; Development</b><br><b>Executive Director Infrastructure &amp; Environment</b><br><b>Executive Director Community &amp; Business Services</b><br><b>Executive Manager Corporate Strategy &amp; Governance</b><br><b>Manager Built Environment and Wellbeing</b> |
| <b>Public:</b>        | No members of the public.  |   |

These Minutes were confirmed by the COVID-19 Relief and Recovery Committee as a true and accurate record of the COVID-19 Relief and Recovery Committee Meeting held on 5 May 2020.

Signed: Mayor Emma Cole



Dated 12 May 2020