



CITY OF VINCENT

AGENDA

COVID-19 Relief and Recovery Committee

8 September 2020

Time: 1pm

**Location: E-Meeting and Administration and
Civic Centre, 244 Vincent Street,
Leederville**

**David MacLennan
Chief Executive Officer**

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1. Questions and statements can be made in person or by emailing governance@vincent.wa.gov.au with the questions/ statements prior to 3pm on the day of a Council Briefing or Meeting or prior to 10am on the day of a Committee Meeting. Questions / statements emailed will be read out by the CEO or his delegate during public question time.
2. Shortly after the commencement of the meeting, the Presiding Member will ask members of the public to come forward to address the Council and to give their name and the suburb in which they reside or, where a member of the public is representing the interests of a business, the suburb in which that business is located and Agenda Item number (if known).
3. Questions/statements are to be made politely in good faith and are not to be framed in such a way as to reflect adversely or be defamatory on an Elected Member or City Employee.
4. Where practicable, responses to questions will be provided at the meeting. Where the information is not available or the question cannot be answered, it will be "taken on notice" and a written response will be sent by the Chief Executive Officer to the person asking the question. A copy of the reply will be included in the Agenda of the next Ordinary meeting of the Council.
5. It is not intended that public speaking time should be used as a means to obtain information that would not be made available if it was sought from the City's records under Section 5.94 of the *Local Government Act 1995* or the *Freedom of Information Act 1992* (FOI Act). The CEO will advise the member of the public that the information may be sought in accordance with the FOI Act.

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- All Council proceedings are recorded and livestreamed in accordance with the Council Proceedings – Recording and Web Streaming Policy.
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- All livestreams can be accessed at <https://www.youtube.com/user/TheCityOfVincent>
- All live stream recordings can be accessed on demand at <https://www.vincent.wa.gov.au/council-meetings>
- Images of the public gallery are not included in the webcast, however the voices of people in attendance may be captured and streamed.
- If you have any issues or concerns with the live streaming of meetings, please contact the City's Governance Team on 08 9273 6500.

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1 INTRODUCTION AND WELCOME

“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

(B) RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE

Nil

4 DECLARATIONS OF INTEREST

5 APPLICATIONS FOR LEAVE OF ABSENCE

6 CONFIRMATION OF MINUTES

COVID-19 Relief and Recovery Committee - 4 August 2020

7 BUSINESS ARISING

7.1 COVID-19 UPDATE

- Attachments:
1. COVID-19 Relief & Recovery Implementation Plan [↓](#) 
 2. Draft Vincent Rebound Plan [↓](#) 

RECOMMENDATION

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

PURPOSE OF REPORT:

This report provides an update on the actions to manage the COVID-19 pandemic in the City.

BACKGROUND:

The City has adopted a coordinated strategic approach to managing the COVID-19 pandemic. This was enacted at a Special Council Meeting on 30 March 2020, through the establishment of the COVID-19 Relief and Recovery Committee (the Committee) and endorsement of the COVID-19 Relief and Recovery Strategy (the Strategy). The Strategy is supported by an Implementation Plan which is a 'living document'; updated twice weekly.

The COVID-19 Weekly Update Report is a standing item on the Committee agenda which includes:

1. Status updates on the Implementation Plan – see **Attachment 1**;
2. Updates on announcements and directives by State and Federal Governments;
3. Information on the methodology used by the City to manage the COVID-19 pandemic;
4. Responses to matters raised by the Committee; and
5. Smaller updates on action items, which would not warrant the drafting of a separate report to the Committee.

DETAILS:

COVID-19 Roadmap

The WA COVID-19 response has been focussing on interstate and international travel. While there are concerns relating to COVID-19 in other Australian states, the WA government has again delayed the introduction of Phase 5 of the WA COVID Roadmap. The original commencement date for Phase 5 was 18 July 2020 but is now to be 24 October 2020, depending on health advice. This will support businesses, particularly licensed premises, to increase their capacity as this is currently limited by the two square metre rule.

Strategy Implementation Plan and the Vincent Rebound Plan

An Implementation Plan has been used to guide the initial relief and response phase of the COVID-19 pandemic. This work involved 65 actions which are largely complete.

It is proposed the Vincent Rebound Plan, which is to be adopted by Council, would guide the City's actions for the recovery and rebound phase. It is recommended this Plan replace the Implementation Plan as the main reporting document to the Committee and Council. The draft Vincent Rebound Plan (**Attachment 2**) will be presented to Council Briefing tonight (8 September 2020) for consideration.

Leederville Gardens Trust Fund Recipient Update

The Committee has requested regular updates on Leederville Gardens Trust fund recipients. The following table provides a status update of trust fund recipients:

Organisation	Funding Type	Status Update
YMCA	Mental health, youth services	Case management of young people commenced, relationships being established with local high schools. Mental Health First Aid Courses have been advertised but are being rescheduled due to low numbers. Admin working with YMCA to promote the courses.
People Who Care	Financial support services	Power a Pensioner and Emergency Relief Funding has begun. A Marketing Strategy is being planned to provide awareness for people to access funding.
Ruah Community Services	Domestic violence services	Working on providing clients with access to communication devices to support education and connection with family and friends.
St Vincent de Paul (Passages)	Youth services, homelessness	Funding has enabled Passages Youth Engagement Hub to continue to support at-risk and homeless young people residing in the community.
Uniting Care West	Homelessness	Outreach services have commenced. Emergency support and/or referrals is being provided to rough sleepers.
Foodbank WA	Emergency relief	Foodbank WA have encountered issues with homelessness providers who were expected to need food being well stocked with food and therefore uptake has been low. Admin working with Foodbank to try and get food hampers out to people in need who are in financial distress but housed.
Derbarl Yerrigan Health Services	Aboriginal health services	Agreement finalised this week. Pending payment to DYHS.

CONSULTATION/ADVERTISING:

Nil.

LEGAL/POLICY:

Nil.

RISK MANAGEMENT IMPLICATIONS:

COVID-19 is considered a high risk to the City and community.

STRATEGIC IMPLICATIONS:

This is in keeping with the City's *Strategic Community Plan 2018-2028*:

Innovative and Accountable

Our community is aware of what we are doing and how we are meeting our goals.

COVID-19 RELIEF AND RECOVERY STRATEGY ALIGNMENT:



SUSTAINABILITY IMPLICATIONS:

Nil.

FINANCIAL/BUDGET IMPLICATIONS:

The financial and budget implications of COVID-19 has been covered in separate reports to the Committee.

COVID-19 Relief and Recovery Implementation Plan

Part 2 – Implementation Plan

2.1. Key Actions

	Key Action	Responsible Team	Support Team	Timing			Completed	Status at 30 July 2020	Weekly update as at 28 August 2020
				Short	Medium	Long			
1. Our Health & Wellbeing									
2. Our Community	2.7 Deliver programs funded through the Leederville Gardens trust fund and provide regular updates on progress of fundees.	Governance		•	•			Information provided in COVID-19 update report for 4 August 2020.	
	2.14 Consider arts industry relief using developer contribution cash-in-lieu funds from Percent for Art fund.	Marketing	Policy & Place Development & Design	•				Contract agreements are being finalised.	
	2.19 Consider events and initiatives to assist with economic rebound.	Policy & Place Marketing			•	•			Vincent Rebound Plan being presented to September OMC
3. Our Organisation									

2.2. Completed actions

	Key Action	Responsible Team	Support Team	Timing			Completed
				Short	Medium	Long	
1. Our Health & Wellbeing	1.1 Facility Plan developed for Beatty Park, Loftus Community Centre and Library and Local History Centre to implement public health directives.	Built Environment & Wellbeing	Beatty Park Library & Local History Centre	•			✓
	1.2 Communications Plan developed including community messaging through website, social media and display at the City's facilities.	Marketing	Built Environment & Wellbeing	•			✓
	1.3 Maintain customer service support and consider a range of measures to support ongoing community engagement using online and innovative practices.	Customer Service	Beatty Park Library & Local History Centre	•			✓
	1.4 Consider developing a local campaign for flu season vaccinations.	Built Environment & Wellbeing	Marketing		•		✓
	1.5 Draft Public Health Plan, community education campaign and stakeholder engagement.	Built Environment & Wellbeing	Marketing		•	•	✓
	1.6 Engage with local businesses which support the City's public health (e.g. gyms, yoga), to encourage uptake of physical activity and wellbeing programs by the community.	Built Environment & Wellbeing	Marketing and Partnerships	•	•		✓
	1.7 Explore new opportunities for delivering fitness programs.	Beatty Park Leisure Centre		•	•		✓
	1.8 Ensure there is a strong presence to manage public health issues, as advocated by the Department of Health.	Built Environment & Wellbeing		•	•	•	✓
	1.9 Continue to promote our role to maintain social distancing, hand hygiene, respiratory hygiene, stay home when sick and download the COVIDSafe app; and develop signage and tools to ensure consistent messaging across the City's facilities and parks. (Phase 2 Action).	Built Environment & Wellbeing Marketing		•			✓
	1.10 Provide hand hygiene stations at all City buildings. (Phase 2 Action).	Beatty Park Customer & Library Services	Built Environment & Wellbeing	•			✓
	1.11 Support the WA Government to develop COVID Safety Plans and Guidelines. (Phase 2 Action).	Built Environment & Wellbeing	CEO's Office	•			✓
	1.12 Revise all of the City's COVID Safety plans to accommodate Phase 3 requirements.	Built Environment & Wellbeing	Various Teams		•		✓
2. Our Community	2.1 Waive interest on all outstanding rates and a suspension of new debt collection activities.	Finance		•			✓
	2.2 Refund all cancelled bookings at City-owned properties or facilities.	Community Partnerships	Finance	•			✓
	2.3 Consideration of impacts of COVID-19 on City rate debtors.	Finance		•			✓
	2.4 Move to fortnightly payment of creditors.	Finance		•			✓
	2.5 Budget and financial strategy for 2020/21 to consider a 0 yield increase and 0 fees and charges increase.	Finance			•		✓

COVID-19 Relief and Recovery Implementation Plan

Key Action	Responsible Team	Support Team	Timing			Completed
			Short	Medium	Long	
2.6 Consider Expression of Interest for disbursement of significant Leederville Gardens trust funds to assist vulnerable residents impacted by COVID-19.	CEO Office	Finance	•			✓
2.8 Expand Vincent Library e-book loans and Books on Wheels service.	Library & Local History Centre		•			✓
2.9 Promote Meals on Wheels Service.	Customer and Library Services (Community Centre)	Marketing Community Partnerships	•			✓
2.10 Explore opportunities to expand online library services.	Library & Local History Centre		•			✓
2.11 Discuss with local businesses to implement changes to car parking to support take away and home delivery services.	Engineering	Policy & Place	•			✓
2.12 Launched online planning applications for lodgement and tracking.	Development & Design	ICT	•			✓
2.13 Expand Beaufort Street amnesty for change of use planning applications across Vincent.	Policy & Place	Development & Design	•			✓
2.15 Consider all waste services with a focus on essential service provision for bin collection. Also green waste, junk verge waste. Liaise with WALGA regarding contingency planning across local government.	Waste		•			✓
2.16 Consider timing of rollout of FOGO.	Waste		•			✓
2.17 Maintain contact with clubs, community groups and stakeholders who use community facilities and sportsgrounds to assist in reviewing the financial and social impact of closures and cancellations.	Community Partnerships			•		✓
2.18 Consider sponsorship, grants and relief packages for community groups, sporting clubs and local businesses.	Policy & Place Community Partnerships	Finance		•		✓
2.20 Support local businesses and buy local. Maintain contact with local businesses to understand the support they need and share reputable information.	Policy & Place Marketing		•	•	•	✓
2.21 Advocate for rent relief for businesses affected by restrictions.	Policy & Place		•			✓
2.22 Consider the use of cash in lieu for parking funds.	Policy & Place		•	•		✓
2.23 Consider preparing a community benefit incentive based policy position under Design WA.	Policy & Place	Development & Design	•	•	•	✓
2.24 Consider measures to continue support for homeless community.	Ranger Services	Community Partnerships	•	•	•	✓
2.25 Monitor public open space to educate community on social distancing measures.	Ranger Services Parks & Urban Green	Built Environment & Wellbeing	•	•	•	✓
2.26 Vincent Community Support Network.	Community and Business Services		•	•	•	✓
2.27 Maintain online information on health, building and planning requirements for Businesses.	Built Environment & Wellbeing Development & Design		•			✓
2.28 Monitor and respond to easing of COVID-19 restrictions on food and other businesses.	Built Environment & Wellbeing	Marketing Policy & Place	•	•		✓
2.29 Gathering limit increase to 20 monitored in public spaces. (Phase 2 Action).	Ranger Services Parks		•			✓
2.30 Bookings permitted for groups of up to 20 in parks and community halls, and weddings of up to 30 in parks. (Phase 2 Action).	Marketing and Partnerships	Ranger Services	•	•		✓
2.31 Reopen the Library and Local History Centre commencing with book borrowing services only, considering the 20 patron limit. (Phase 2 Action).	Customer & Library Services		•			✓
2.32 Reopen the Community Centre, and ensure Seniors programs are reviewed to minimise infection risk. (Phase 2 Action).	Customer & Library Services	Built Environment & Wellbeing	•			✓
2.33 Reopen the Beatty Park swimming pools with a limit of 20 patrons per pool. (Phase 2 Action).	Beatty Park Leisure Centre		•			✓
2.34 Recommence Beatty Park fitness classes, with this area being segregated into a separate facility, with strictly no internal access to the pools. (Phase 2 Action).	Beatty Park Leisure Centre		•			✓

COVID-19 Relief and Recovery Implementation Plan

	Key Action	Responsible Team	Support Team	Timing			Completed
				Short	Medium	Long	
	2.35 Provide advice to sporting clubs on non-contact training. (Phase 2 Action).	Marketing & Partnerships	Built Environment & Wellbeing	•			✓
	2.36 Commence recommissioning of drinking fountains and provide signage on healthy hygiene in proximity to the fountains. (Phase 2 Action).	Parks		•			✓
	2.37 Provide an advisory service to assist businesses and community facilities to develop COVID Safety Plans and complete COVID training.	Built Environment & Wellbeing	Policy & Place Marketing & Partnerships	•			✓
	2.38 Support the resumption of dine-in at restaurants, cafes, bars and pubs; including providing assistance to measure floor areas to determine maximum permitted numbers based on the 4 square metre density rule. (Phase 2 Action).	Built Environment & Wellbeing Policy & Place	Development & Design	•			✓
	2.39 Engage with food businesses and other stakeholders to consider feasibility of outdoor eating areas in public spaces in town centres, noting Phase 2 and anticipating Phase 3 restrictions.	Policy & Place	Built Environment & Wellbeing Engineering	•			✓
	2.40 Encourage people to return to their usual places of work and learning and encourage patrons to return to using public transport to support their local economy within public health requirements and guidelines.	Marketing		•			✓
	2.41 Facilitate enhancements to Loftus Centre including WIFI.	ICT		•			✓
	2.42 Broaden scope of services at the Library and Local History Centre, Community Centre, Beatty Park Leisure Centre and community halls in line with Phase 3.	Library and Customer Services Beatty Park	Built Environment and Wellbeing		•		✓
	2.43 Re-open playgrounds, skate parks and outdoor gym equipment.	Parks			•		✓
	2.44 Community resilience scorecard study	Marketing and Partnerships			•		✓
3. Our Organisation	3.1 Maintain ability for Council Members, Executive staff and community members to participate in Council Meetings.	Governance		•			✓
	3.2 Establish a Committee of Council to assisting responding effectively to COVID-19.	Governance		•			✓
	3.3 Realign and reprioritise services, projects, staff and resources towards relief and recovery.	Office of the CEO		•	•	•	✓
	3.4 Review planned asset maintenance programs to reschedule works to support recovery.	Engineering Parks	Finance	•	•	•	✓
	3.5 Review of 2019/20 budget and cash flow for fourth quarter 2019/21 and forecast impacts. Report to Council on these impacts and identify a budget strategy to address these impacts, including redirection of funding to response initiatives.	Finance		•			✓
	3.6 Seek deferral of OAG performance audit of Information Technology.	Governance	ICT	•			✓
	3.7 Workforce optimisation strategies.	Human Resources		•	•	•	✓
	3.8 Consider project readiness for potential State and Federal grant funding and further stimulus packages.	Engineering Policy & Place			•	•	✓
	3.9 Investigation of rate smoothing payments.	Finance		•	•		✓
	3.10 Health, Safety and wellness of organisation.	Human Resources		•	•	•	✓
	3.11 Gross Rental Value re-evaluation.	Finance		•	•		✓
	3.12 Develop best practice for returning to office where appropriate. (Phase 2 Action).	Human Resources	Built Environment & Wellbeing	•			✓
	3.13 Develop a technology roadmap to facilitate ongoing working from home and the office.	ICT		•			✓

COVID-19 Relief and Recovery Implementation Plan

2.3. Directives

The State Government issues directives to the City and across the State under the Emergency Management Act 2005 to respond to the emergency.

Date	Direction	Response
15 March 2020	Declaration of State of Emergency in respect of the pandemic caused by virus COVID-19: https://www.wa.gov.au/sites/default/files/2020-03/Declaration%20of%20State%20of%20Emergency.pdf	<ul style="list-style-type: none"> • Communication through emergency management networks.
16 March 2020	Declaration of Public Health State of Emergency: https://www.wa.gov.au/sites/default/files/2020-03/Western%20Australia%20Declaration%20of%20Public%20Health%20State%20of%20Emergency.pdf	<ul style="list-style-type: none"> • City implemented all directives. • City monitoring the situation in the community and liaising with WA Police who hold emergency powers.
20 March 2020	Direction regarding deliveries and waste collection: https://www.dlgsc.wa.gov.au/docs/default-source/news/public-authorities-(delivery-of-goods-and-collection-of-rubbish-and-refuse)-directions.pdf	<ul style="list-style-type: none"> • Consider as part of Item 2.16.

2.4. Announcements

The State and Federal Government, and other agencies and organisations make announcements in relation to COVID-19.

Date	Announcement	Response
12 March 2020 & 22 March 2020	The Federal Government has announced a series of stimulus packages to support the Australian economy as it deals with this challenge: https://treasury.gov.au/coronavirus	<ul style="list-style-type: none"> • Noted.
13 March 2020	Advice against holding non-essential public gatherings of more than 500 people from 16 March 2020: https://www.pm.gov.au/media/advice-coronavirus	<ul style="list-style-type: none"> • Outdoor events >500 people cancelled and advertising ceased. • Event stakeholders engaged on this announcement.
16 March 2020	Self-isolation required for all people entering Australia for a period of 14 days: https://www.pm.gov.au/media/coronavirus-measures-endorsed-national-cabinet	<ul style="list-style-type: none"> • Directive implemented by the City.
16 March 2020	The State Government announced economic response and relief packages to support the Western Australian economy as it deals with the impacts of COVID-19: https://www.mediastatements.wa.gov.au/Pages/McGowan/2020/03/COVID-19-economic-response-Relief-for-businesses-and-households.aspx	<ul style="list-style-type: none"> • Noted.
18 March 2020	Non-essential indoor gathering limited to 100 people, social distancing of 1.5metres and hygiene measures required: https://www.pm.gov.au/media/update-coronavirus-measures	<ul style="list-style-type: none"> • Documented management systems implemented at Beatty Park, Library and other facilities. • Local businesses advised of this announcement.
20 March 2020	Four square metre density applied to indoor gatherings: https://www.pm.gov.au/media/update-coronavirus-measures-0	<ul style="list-style-type: none"> • Local businesses advised of this announcement.
22 March 2020	The following facilities were restricted from opening from midday local time 23 March 2020: <ul style="list-style-type: none"> • Pubs, registered and licenced clubs (excluding bottle shops attached to these venues), hotels (excluding accommodation). • Gyms and indoor sporting venues. • Cinemas, entertainment venues, casinos, and night clubs. • Restaurants and cafes will be restricted to takeaway and/or home delivery. • Religious gatherings, places of worship or funerals (in enclosed spaces and other than very small groups and where the 1 person per 4 square metre rule applies). https://www.pm.gov.au/media/update-coronavirus-measures-220320	<ul style="list-style-type: none"> • Beatty Park, Library and other community facilities closed. • Local businesses advised of this announcement. • Monitoring of local businesses implemented by the City.
24 March 2020	Additional prohibited activities and venues to apply from 11.59pm (local time) 25 March 2020, including beauty therapists, health clubs, swimming pools, galleries, and restrictions on weddings, funerals and outdoor bootcamps: https://www.pm.gov.au/media/update-coronavirus-measures-24-March-2020	<ul style="list-style-type: none"> • Local businesses advised of this announcement.
29 March 2020	Public gatherings limited to two people, with some exceptions. Playgrounds, skate parks and outdoor gyms to close: https://www.pm.gov.au/media/national-cabinet-statement	<ul style="list-style-type: none"> • Playgrounds, skate parks and outdoor gym equipment closed. • Public spaces monitored.
30 March 2020	\$130 billion JobKeeper wage subsidy program announced: https://www.pm.gov.au/media/130-billion-jobkeeper-payment-keep-australians-job	<ul style="list-style-type: none"> • Information reviewed by the City.
31 March 2020	Minister Stephen Dawson (Environment) announced container deposit scheme June 2 launch has been deferred https://www.mediastatements.wa.gov.au/Pages/McGowan/2020/03/Start-of-Containers-for-Change-deferred-due-to-COVID-19.aspx	<ul style="list-style-type: none"> • Information reviewed by the City.
3 April 2020	National Cabinet agreed that states and territories were best placed to address issues related to the impacts of COVID19 and local governments: https://www.pm.gov.au/media/update-coronavirus-measures-030420 . Minister Rita Saffioti (Planning) announced Planning legislation changes to support COVID-19 response and recovery: https://www.mediastatements.wa.gov.au/Pages/McGowan/2020/04/Planning-changes-support-COVID-19-response-and-recovery.aspx	<ul style="list-style-type: none"> • Noted. Awaiting State response. • Information reviewed by City. Awaiting further announcement of state wide measures to be implemented. • City advocating on support for local governments.
7 April 2020	National Cabinet prepared a mandatory Code of Conduct in relation to Commercial Tenancies that is to be implemented by all States and Territories: https://www.pm.gov.au/sites/default/files/files/national-cabinet-mandatory-code-ofconduct-sme-commercial-leasing-principles.pdf	<ul style="list-style-type: none"> • Currently being reviewed to consider implications for Vincent businesses.

COVID-19 Relief and Recovery Implementation Plan

Date	Announcement	Response
9 April 2020	National Cabinet agreed to a nationally consistent approach to hardship support across the essential services (energy, water and rate) for households and small businesses. The Commonwealth is already taking action across the energy and telecommunications sectors to scale-up hardship support provided by those industries. State and territory governments agreed to adopt similar principles for the essential services within their remit, including water utilities and local governments: https://www.pm.gov.au/media/update-coronavirus-measures-3 .	<ul style="list-style-type: none"> • Council at its Special Council Meeting 30 March 2020 agreed to freeze rates for 20/21 Budget year; defer debt recovery.
11 April 2020	Minister Rita Saffioti (Planning) issued exemption notice for local planning approvals to support COVID-19 response: https://www.mediastatements.wa.gov.au/Pages/McGowan/2020/04/Minister-issues-exemption-notice-for-local-planning-approvals.aspx .	<ul style="list-style-type: none"> • Report has been prepared for COVID-19 Committee to consider Minister's exemptions and those planning exemptions approved by Council 30 March 2020.
14 April 2020	Hon. Mark McGowan MLA announced introduction of urgent legislation to address commercial and residential tenancies impacted by rental distress due to COVID-19: https://www.mediastatements.wa.gov.au/Pages/McGowan/2020/04/New-laws-to-provide-support-for-commercial-and-residential-tenants-and-landlords.aspx .	<ul style="list-style-type: none"> • The Commercial Tenancies (COVID-19 Response) Bill 2020 will introduce a moratorium on evictions for small commercial tenancies and provide a range of other measures to offer support for tenants in response to COVID-19, including the introduction of a code of conduct for landlords and tenants. • Potential relief for Business tenants across the City.
15 April 2020	Hon. David Templeman (Local Government) announced the Local Government Amendment (COVID-19 Response) Bill 2020 amends the <i>Local Government Act 1995</i> (the Act) in two key areas: <ul style="list-style-type: none"> • modifications or suspension of legislative provisions; and • local government local laws. https://www.mediastatements.wa.gov.au/Pages/McGowan/2020/04/Local-Government-Act-changes-to-support-COVID-19-response.aspx .	<ul style="list-style-type: none"> • Under this change, local governments would have the power to remove restrictions and reduce red tape in order to support businesses and households during the current pandemic and consequent recovery. • Awaiting release of information.
19 April 2020	WA Government announced the milestone of achieving 0 new COVID-19 cases. This also occurred on 21 April 2020.	<ul style="list-style-type: none"> • Noted.
21 April 2020	Hon. Mark McGowan MLA and Hon John Quigley MLA announced moratorium and code of conduct to protect WA businesses. https://www.mediastatements.wa.gov.au/Pages/McGowan/2020/04/Eviction-moratorium-and-code-of-conduct-to-protect-WA-businesses.aspx .	<ul style="list-style-type: none"> • Advocacy successful. Measures to be communicated to businesses on the City's Business support page.
23 April 2020	Hon. Mark McGowan MLA announced new State Government relief funds for tenants and landlords, including grants of up to \$2,000 for residential tenants and land tax reduction for landlords who provide rent relief for commercial tenants.	<ul style="list-style-type: none"> • This information is being assessed.
27 April 2020	WA Government announced indoor and outdoor non-work gatherings of up to 10 people are now permitted, which includes: <ul style="list-style-type: none"> • Weddings (increased from 5) and funerals; • Outdoor personal training (no shared equipment); and • Home opens and display village inspections. 	<ul style="list-style-type: none"> • This will likely result in an increase in the number of groups training within the City's public reserves; • Continued monitoring to be undertaken by Ranger services to ensure social distancing requirements are being maintained; and • Recommence issuing permits for personal training groups.
29 April 2020	Hon. Mark McGowan MLA announced COVID-19 mandatory hygiene training for all WA hospitality venues covering the following key elements: <ul style="list-style-type: none"> • Understanding COVID-19 and venue restrictions; • Reporting personal health issues; • Maintaining personal and work environment hygiene practices, specific to COVID-19; • Reducing cross contamination through procedures, specific to COVID-19; and • Effective cleaning and sanitising practices, specific to COVID-19. 	<ul style="list-style-type: none"> • Confirmation required as to who will be responsible for monitoring accreditation and compliance, potentially additional responsibility for Environmental Health Officers.
7 May 2020	WA Government announces \$100m short term lending facility to support local governments and universities through COVID-19. This takes advantage of record low interest rates to provide low cost access to liquidity for these essential sectors with no loan guarantee fee charged on borrowings.	<ul style="list-style-type: none"> • Information being considered.
8 May 2020	National Cabinet announces three-step plan to gradually remove baseline restrictions and make Australia COVID-safe. <ul style="list-style-type: none"> • Step 1 will focus on carefully reopening the economy, and giving Australians opportunities to return to work and social activities, including gatherings of up to 10 people, up to 5 visitors in the family home and some local and regional travel; • Step 2 builds on this with gatherings of up to 20, and more businesses reopening, including gyms, beauty services and entertainment venues like galleries and cinemas; • Step 3 will see a transition to COVID safe ways of living and working, with gatherings of up to 100 people permitted. Arrangements under step 3 will be the 'new normal' while the virus remains a threat. International travel and mass gatherings over 100 people will remain restricted; https://www.pm.gov.au/media/update-coronavirus-measures-08may20 .	<ul style="list-style-type: none"> • Noted.
10 May 2020	WA Government announces roadmap for easing COVID-19 restrictions with phase 2 coming into effect 18 May 2020 encouraging Western Australians to return to work, so the WA economy can further rebuild in a safe and measured way. https://www.mediastatements.wa.gov.au/Pages/McGowan/2020/05/The-WA-roadmap-for-easing-COVID-19-restrictions.aspx .	<ul style="list-style-type: none"> • Noted. CoV roadmap presented to 12 May 2020 Committee meeting.
11 May 2020	Hon. Roger Cook and Hon. Paul Papalia announce COVID safety plans key to reopening WA businesses with template being developed in consultation with key stakeholders, to be released later this week. https://www.mediastatements.wa.gov.au/Pages/McGowan/2020/05/COVID-Safety-Plans-key-to-reopening-WA-businesses-.aspx .	<ul style="list-style-type: none"> • Awaiting template release to distribute to applicable businesses. • Need to consider how to assist non English speakers with completing.

COVID-19 Relief and Recovery Implementation Plan

Date	Announcement	Response
12 May 2020	Hon. David Templeman announces Local Government sector urged to take leadership role during phase 2 easing of restrictions. Mr Templeman urged the sector to focus on a number of initiatives over the coming week, including: <ul style="list-style-type: none"> • Re-opening libraries and other local government facilities that comply with the new requirements; • Helping the restaurant and hospitality sector by being as flexible as possible in letting businesses open up again, particularly regarding alfresco operations; • Moving back to conducting council and shire chamber meetings in person - while observing social distancing at all times - and with the public attending where possible; • Promoting the new regional travel guidelines; • Re-opening sport and recreation facilities where practicable; https://www.mediastatements.wa.gov.au/Pages/McGowan/2020/05/Local-Government-sector-urged-to-take-leadership-role.aspx .	<ul style="list-style-type: none"> • Noted. CoV roadmap presented to 12 May 2020 Committee meeting. • Actions underway to support.
15 May 2020	WA Government announces COVID Safety Plan to be completed for WA Businesses to reopen particularly food businesses and sport and recreation venues. https://www.mediastatements.wa.gov.au/Pages/McGowan/2020/05/Supporting-WA-businesses-re-opening-through-COVID-19-.aspx .	Health team and community partnerships have been working with local food businesses and sporting clubs and community groups to provide guidance and checklists for completing COVID Safe plans.
20 May 2020	WA government announces major planning reforms to drive economic recovery including: <ul style="list-style-type: none"> • New approval process for significant developments. • Small business exemptions. • Minor residential development exemptions. https://www.mediastatements.wa.gov.au/Pages/McGowan/2020/05/Major-planning-reforms-to-drive-economic-recovery.aspx .	Noted. Reforms largely align with Council's exemptions approved 30 March 2020.
21 May 2020	WA Government fast tracks community sports grants to assist with COVID-19 recovery* <ul style="list-style-type: none"> • \$12 million in Community Sporting and Recreation Facilities Fund (CSRFF) grants brought forward to allow projects to commence sooner. • Funding available for local governments, not-for-profit sport, recreation or community groups to improve local sporting facilities. • Applications for grants of up to \$2 million will now open on 25 May 2020. https://www.mediastatements.wa.gov.au/Pages/McGowan/2020/05/McGowan-Government-fast-tracks-community-sport-grants-to-assist-with-COVID-19-recovery.aspx .	For consideration.
22 May 2020	Australian Government announced a new \$500 million Local Roads and Community Infrastructure Program for local governments.	\$270,557 being granted to the City of Vincent.
25 May 2020	The McGowan Government has approved a \$1.5 million support package for Western Australian artists during the COVID-19 emergency: <ul style="list-style-type: none"> • The initiative was developed by the Art Gallery of WA Board and the Art Gallery of WA Foundation. • Aboriginal art centres and independent artists will share in up to \$525,000 towards a targeted acquisition program to purchase existing works for the State Art Collection. • In addition, more than 350 WA artists will receive \$2,000 towards creating a State Art Collection archive. https://www.mediastatements.wa.gov.au/Pages/McGowan/2020/05/Support-for-WA-artists-through-1-5-million-COVID-support-program.aspx .	Potential opportunity for Vincent residents.
27 May 2020	The McGowan Government has announced a State Recovery Advisory Group has been appointed to guide WA's COVID-19 recovery: <ul style="list-style-type: none"> • Group includes representatives from business, industry, not-for-profit organisations, UnionsWA, the public sector, local government and the community. • State Government Ministers to lead industry stakeholder roundtable discussions to support development of State Recovery Plan and Impact Statement. https://www.mediastatements.wa.gov.au/Pages/McGowan/2020/05/State-Recovery-Advisory-Group-to-guide-WAs-COVID-19-recovery.aspx .	Noted.
29 May 2020	Phase 3 of the WA COVID Roadmap was released. See: https://www.wa.gov.au/organisation/department-of-the-premier-and-cabinet/covid-19-coronavirus-wa-roadmap#phase3 .	This was reported to the COVID Committee as a supplementary agenda report on 2 June 2020.
22 June 2020	Phase 4 of the WA COVID Roadmap was released. See: https://www.wa.gov.au/organisation/department-of-the-premier-and-cabinet/covid-19-coronavirus-wa-roadmap#phase4 .	Noted.
10 July 2020	Phase 5 of the WA COVID Roadmap delayed by two weeks until 1 August 2020. See: https://www.wa.gov.au/organisation/department-of-the-premier-and-cabinet/covid-19-coronavirus-latest-updates .	Noted.
24 July 2020	Phase 5 of the WA COVID Roadmap delayed by two weeks until 1 August 2020. See: https://www.wa.gov.au/organisation/department-of-the-premier-and-cabinet/covid-19-coronavirus-latest-updates .	Noted.
26 July 2020	WA Recovery Plan released. See: https://www.wa.gov.au/government/publications/wa-recovery-plan .	Plan is being considered as part of the City's recovery planning.

COVID-19 Relief and Recovery Implementation Plan

2.5. Requests

The State Government makes requests to Western Australian Local Governments to support recovery from COVID-19.

Date	Request	Response
17 March 2020	Hon. Mark McGowan MLA requested that the local government sector freeze all local government household rates, fees and charges in 2020/21 to ease the financial pressure on households and businesses.	<ul style="list-style-type: none"> Consider as part of Action 2.5.
25 March 2020	Hon. Rita Saffioti MLA requested that the local government sector to use discretionary powers and planning processes to both promote development and support businesses and adopt flexible approached to enforcement and compliance actions for servicing supply of supermarkets during this period.	<ul style="list-style-type: none"> Consider as part of Action 2.15.

2.6. Suggestions

During this time there are many suggestions and ideas put forward. Below is a summary of new ideas for the COVID-19 Committee to determine if they belong in the implementation table above.

Date	Suggestion	Response
1 April 2020	<p>Suggestions from meeting with Town Teams and Town Team Movement 1 April 2020:</p> <ol style="list-style-type: none"> Create a business data base to share a business e-newsletter. Provide information from reputable sources. Continue to check in with local businesses and conduct health checks to understand support required. Advocate for rent relief for businesses affected by restrictions. Consider the use of percent for art funds for activations once restrictions are lifted. Consider the use of cash in lieu for parking funds. Consider preparing a community benefit incentive based policy position under Design WA. 	<p>Response:</p> <ul style="list-style-type: none"> Include a new action in the Implementation Table above. Include a new action in the Implementation Table above. Consider as part of Action 2.15. Include a new action in the Implementation Table above. Include a new action in the Implementation Table above. <p>Completed.</p>

2.7. Development Update

The COVID-19 Committee has a number of decision making abilities delegated from Council. The following table provides an update on development matters relevant to the COVID-19 Committee.

Date	Matter	Response
N/A	N/A	<ul style="list-style-type: none"> N/A

2.8. Good News Stories

A place for innovative solutions to be shared.

Date	Story
1 April 2020	Ilka have pivoted their business now designing and making scrubs for medical workers. Link: https://www.facebook.com/watch/?v=687702681996307 .
14 April 2020	RSLWA is encouraging all Aussies to get creative in a show of mateship this ANZAC Day – by standing in quiet contemplation at the end of their driveways, or on their balconies, at 6:00am on 25 April.
15 April 2020	Rangers and Parks staff have been monitoring City reserves and public spaces to ensure social distancing is being maintained. Very few instances of non-compliance.
15 April 2020	Big response to Beatty Park online Home Fitness Program over 2,500 daily views since launched. Increase of 300 followers.
23 April 2020	Information postcards are being delivered to the Community by end of week. Casual staff from Beatty Park were employed for this task reducing distribution costs and providing employment opportunities.
29 April 2020	Staff from Beatty Park have commenced scanning of hardcopy records to continue CBP item to digitise hardcopy property, planning and building files. This project usually requires contract staff and hire of a scanner, with staff working from home this allows use of unused existing office scanners.
6 May 2020	Working with the City's Health team Blake Street Merchant in North Perth have effectively adapted their café into a small corner store selling food essentials in response to the COVID-19 restrictions and reduced supplies.
11 May 2020	First drive through COVID clinic in WA opened at No.391 Oxford Street, Mount Hawthorn.
30 May 2020	Beaufort Street Network held their second online interactive quiz night with over 100 participants, keeping connected while remaining safe.
12 June 2020	The Leedy giveaway campaign was launched by Leederville Connect, which the City promoted.
17 June 2020	It is encouraging that businesses are planning community events which meet the COVID-19 Phase 3 restrictions. An example is the Truffle'n'Jazz event to be held in Mt Hawthorn in July.
18 June 2020	Exemption granted for Beatty Park Leisure Centre to operate with 485 patrons.



CITY OF VINCENT

CITY OF VINCENT REBOUND PLAN

ADDENDUM TO COVID-19 RELIEF & RECOVERY STRATEGY



VINCENT REBOUND PLAN

City of Vincent Rebound Plan

Background

COVID-19 has had a significant impact on the City's services, facilities and workforce. The onset of COVID-19 required timely decision making and a coordinated approach to establish and deliver relief measures. To guide decision making and provide oversight to the City's support efforts, the COVID-19 Relief and Recovery Committee (the Committee) was established and the COVID-19 Relief and Recovery Strategy (the Strategy) endorsed at the Special Council Meeting on 30 March 2020.

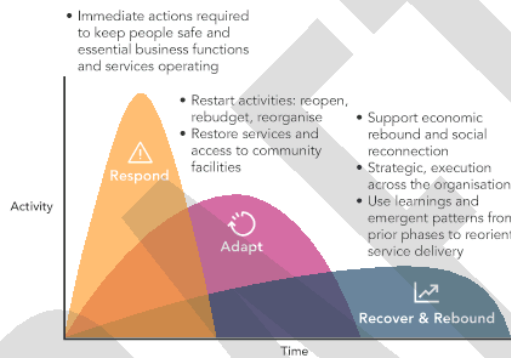
The Strategy has guided the City's actions during COVID-19 and has enabled agile and responsive decision making. The Strategy sets out three phases to recovery and the City has commenced phase 3:

- Phase 1 - **Response & Relief**
- Phase 2 - **Adapt & Evaluate**
- Phase 3 - **Recovery & Rebound**

Through the implementation of the Strategy, a suite of 65 relief measures have been actioned to date. These have ranged from developer contribution funded Arts Relief Grants to on-ground public health support, assisting businesses to become COVID Safe.

The rate of COVID-19 community transmission in WA has been considerably lower than other states and territories, and there has been a noticeable shift to economic and public health recovery. This has led

to a change in approach from delivering a quantity of response actions very quickly to delivering quality recovery and rebound actions focusing on the local economy, social environment, community health and wellbeing, and maintaining a resilient organisation.



In the absence of a vaccine or cure for COVID-19, any rebound in economic performance, community wellbeing or organisational sustainability could easily be followed by another round of response, relief, adapt and recover, so the City is actively seeking to absorb lessons learned to date and build sustainable changes into organisational operation and service delivery to support the City's places, businesses and community.

To guide this new way of operating and rebound to a 'new normal', the City of Vincent Rebound Plan (Rebound Plan) has been developed. The Rebound Plan is an addendum to the Strategy and will guide the implementation of phase 3 - recovery and rebound.

Purpose

The City of Vincent Rebound Plan (Rebound Plan) has been prepared to build on the City's COVID-19 response and relief actions completed to date and guide the recovery and rebound phase of the Strategy.

The Rebound Plan is a locally responsive action plan designed to support the City's community and businesses return to strong economic performance by making it easier to do business in the City, further cutting red tape and supporting initiatives to encourage community connection.

The Rebound Plan will track the City's economic development and social reconnection initiatives over a 24-month period. Building on the resilience and innovation of our organisation during COVID-19, service delivery will be refocused and improved to prioritise the community's health and wellbeing as well as provide ongoing business support.

Objectives

The Rebound Plan has been developed under four key focus areas which build on the Strategy key focus areas and align with the Strategic Community Plan priorities 'Thriving Places', 'Connected Community' and 'Innovative and Accountable'.



THRIVING PLACES



CONNECTED COMMUNITY



INNOVATIVE & ACCOUNTABLE

The individual actions outlined in the Rebound Plan seek to achieve the following Rebound Plan objectives:

Focus Area	Objective
 <p>Our Places</p>	Create safe, easy to use and attractive, places for people that support social interaction, creativity and vibrancy
 <p>Our Businesses</p>	Provide a business enabling environment that supports local and small business to innovate and rebound to sustainable economic performance
 <p>Our Community</p>	Support an inclusive, empowered, resilient and socially connected community
 <p>Our Organisation</p>	Be known as an open, accountable, agile organisation that efficiently and sustainably manages resources and assets

Process

The Rebound Plan captures all the actions and initiatives the City is undertaking to rebound, reconnect and improve our places, businesses, community and organisation in response to COVID-19.

The delivery of the actions and initiatives will be monitored and reviewed and the outcomes will

inform improvements to the City’s services and the development of the Economic Development Strategy and Town Centre Place Plans.



The Rebound Plan has been developed in collaboration with Town Team community and business members. It is a living document, updated monthly, allowing for new opportunities and initiatives to be included as they arise.

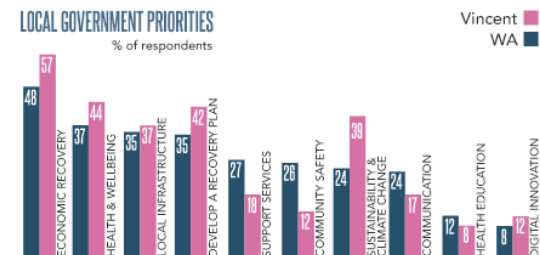
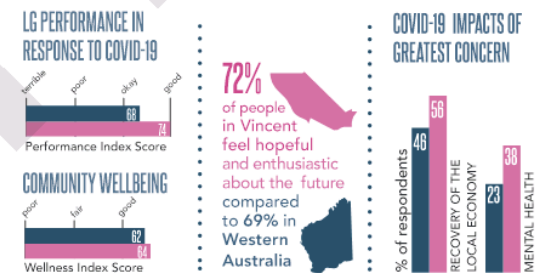
To guide future updates and the implementation of the Rebound Plan, the Rebound Roundtable has been established.

The Rebound Roundtable is a collaborative partnership, and forum to share learning and ideas, between the City, local business representatives and the local Town Teams. The Rebound Roundtable will help monitor and identify initiatives to support the community and businesses to recover and rebound towards sustainable economic performance.

Local and State Context

Community Response

Between 5 June 2020 and 8 July 2020, the City encouraged the community to participate in the state-wide **Community Resilience Scorecard**, designed to help local governments determine priorities and actions required to respond to COVID-19. The survey findings for local governments across WA in comparison to the City include:



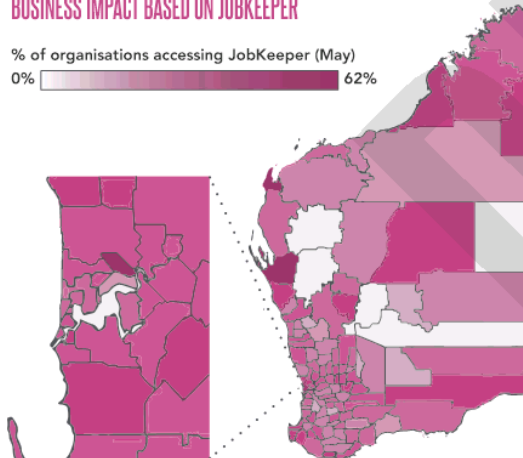
Local Economy Impact

The COVID-19 pandemic has disrupted the local economy as well as the City's residential and business communities. Significant changes to local business operations have been required and a range of business sectors forced to temporarily close. Businesses have pivoted operations to respond to State and Federal Government restrictions and the reduction in operational and service capacity has seen a loss of business and jobs.

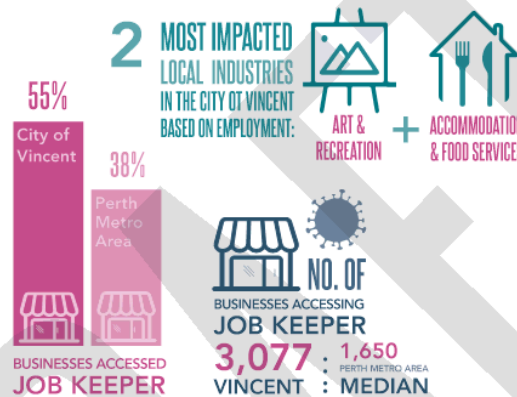
In August 2020 the Western Australian Local Government Association (WALGA) released the report COVID-19's Impact on WA's Local Economies. The report examines economic analysis undertaken for each WA Local Government Area as well as the City's specific results.

BUSINESS IMPACT BASED ON JOBKEEPER

% of organisations accessing JobKeeper (May)
 0%  62%



The report found the relative economic impact in the City to be high, with densely populated LGAs and those with business centres in and around inner-city Perth being identified as the most severely impacted by COVID-19. Key findings include:



Local governments in Western Australia have been encouraged to consider the strategic intent of the WA Recovery Plan when preparing localised response plans.

State Government Response

The State Government's **WA Recovery Plan** was released in July 2020 and sets the recovery vision: **Western Australia gets back on the road to becoming a thriving and innovative community to live, work, visit and do business in.**

The three objectives of the plan are:

- **Reboot** our economy to get back onto the pre-pandemic growth trajectory as quickly as possible.
- **Regroup** our community at a personal, family and social level so people feel healthy and have the confidence to lead active lives.
- **Rethink** our future to lead us to the next normal.

VINCENT REBOUND PLAN

Table 1. Our Places: Actions and initiatives to create safe, easy to use and attractive, places for people that support social interaction, creativity and vibrancy

Action - what we'll do	Deliverable - how we'll do it	Funding Allocation	Responsible Team(s)	Timing				Monthly Update
				2020/21 Jul-Dec	2021/22 Jan-June	2020/21 Jul-Dec	2021/22 Jan-June	
1.1 Make it easy to use town centre public spaces and simplify the process to host events and activations	<ul style="list-style-type: none"> update SpacetoCo booking options and promote free hire of town centre public spaces explore opportunities to create pre-approved event spaces 	\$5,000	Marketing & Partnerships/ Policy & Place	•	•			
	<ul style="list-style-type: none"> streamline events approval processes in consultation with Town Teams to ensure processes are fit for purpose 		Health Services	•	•			
1.2 Encourage and support events and activations	<ul style="list-style-type: none"> collaborate with Town Teams and community event providers to activate our spaces and places 	\$30,000	Marketing & Partnerships		•			
1.3 Enhance the presentation of town centres and main streets	<ul style="list-style-type: none"> implement streetscape enhancements including planter boxes, seating, greenery, tree planting, art, positive messaging and lighting 	\$220,000	Policy & Place/ Engineering	•	•			
1.4 Make it easy to get around Vincent and visit town centres and main streets	<ul style="list-style-type: none"> prioritise parking patrols to ensure the efficient use of available parking to support local businesses 	Nil	Ranger Services	•	•	•	•	
	<ul style="list-style-type: none"> prepare the Vincent Wayfinding Strategy and implement cycle, signage and car parking improvements 	\$208,000	Policy & Place/ Engineering	•	•	•		
1.5 Encourage and promote active transport to visit and shop local	<ul style="list-style-type: none"> launch active transport campaign and Learn to Ride, Social Riding and Cycle Training sessions 	\$5,800	Engineering		•			
1.6 Enhance the public realm through improved development outcomes and incorporation of cultural infrastructure and activation	<ul style="list-style-type: none"> investigate opportunities to pursue development incentives for community benefit 	Nil	Policy & Place		•	•		
	<ul style="list-style-type: none"> complete phase 1 of the COVID-19 Arts Relief Grant funding 	\$151,000	Marketing & Partnerships	•	•			
	<ul style="list-style-type: none"> launch phase 2 (Major Public Artwork) of the COVID-19 Arts Relief Grant funding 	TBC	Marketing & Partnerships	•	•			

Table 2. Our Businesses: Actions and initiatives to provide a business enabling environment that supports local and small business to innovate and rebound to sustainable economic performance

Action - what we'll do	Deliverable - how we'll do it	Funding Allocation	Responsible Team(s)	Timing				Monthly Update
				2020/21 Jul-Dec	2021/22 Jan-June	2020/21 Jul-Dec	2021/22 Jan-June	
2.1 Support businesses to innovatively use public space to grow, expand and diversify	<ul style="list-style-type: none"> create a 'Use Public Space to Grow Your Business' flipbook implement a Parklet Fee Free 24-month Trial as part of the quarterly budget review transition COVID-19 Temporary Parklets to permanent Parklets 	\$3,000	Policy & Place	•				
2.2 Make it easier for businesses to start-up, pivot and co-locate through policy and regulation change and advocacy	<ul style="list-style-type: none"> consider expanding change of use exemptions and land use definitions to provide greater flexibility and certainty for businesses seeking to alter operations or start-up consider the necessity for additional car parking to be provided for a change of use in non-residential areas 	Nil	Policy & Place	•	•			
	<ul style="list-style-type: none"> advocate to Racing, Gaming and Liquor to streamline the Extended Trading Permit requirements and application process actively identify areas for improvement in the planning, building and health regulatory frameworks and advocate for change 	Nil	Built Environment & Wellbeing	•	•	•	•	
	<ul style="list-style-type: none"> explore the opportunity to create a 'Start-up Incubator and Community Hub' in response to the Vacancy Project outcomes 	TBC	Policy & Place		•	•		
2.3 Partner with government agencies, third party providers and inner city local governments to support small business and attract visitors and tourism	<ul style="list-style-type: none"> launch and promote Visit Perth Neighbourhood Map and Visit Perth Directory and increase local buy-in and use determine opportunities to deliver small business support in collaboration with the Perth Inner City Working Group (Town of Victoria Park, City of Subiaco, City of Perth and City of South Perth) 	\$20,000	Marketing & Partnerships	•	•	•	•	
	<ul style="list-style-type: none"> determine a preferred platform to further develop the COVID-19 established Business Directory continue to engage with the Small Business Development Corporation (SBDC) and promote SBDC initiatives as they arise 	Nil	Policy & Place	•	•	•	•	
2.4 Improve engagement and communication with local and small business	<ul style="list-style-type: none"> distribute quarterly Business E-News and six-month Business Health Check surveys expand the Business E-News database to increase reach 	Nil	Policy & Place	•	•	•	•	
2.5 Support local business and drive Support Local and Buy Local campaigns	<ul style="list-style-type: none"> continue to use and promote Vendor Panel Marketplace to support local businesses and contractors 	Nil	Financial Services	•	•	•	•	
	<ul style="list-style-type: none"> consider Christmas shop local campaign, in consultation with Town Teams and in partnership with the City of Stirling and City of Perth 	\$8,000	Marketing & Partnerships		•			
2.6 Improve the customer experience for businesses	<ul style="list-style-type: none"> better integrate and connect approvals processes across service units (e.g. planning, building and health) streamlined approvals processes, supported by: information sheets/application requirements and clarity around assessment and process requirements 	Nil	Development & Design/ Built Environment & Wellbeing	•	•			
	<ul style="list-style-type: none"> develop and distribute a 'Business Welcome Pack' including summary info sheets outlining requirements for various approvals, Public Space flipbook and Town Team welcome information 	\$3,000	Policy & Place			•	•	

Table 3. Our Community: Actions and initiatives to support an inclusive, empowered, resilient and socially connected community

Action - what we'll do	Deliverable - how we'll do it	Funding Allocation	Responsible Team(s)	Timing				Monthly Update
				2020/21 Jul-Dec	2021/22 Jan-June	2021/22 Jul-Dec	2021/22 Jan-June	
3.1 Celebrate community resilience and build awareness of local community groups, volunteers and sporting clubs to increase participation and membership	<ul style="list-style-type: none"> promote inspirational COVID-19 community stories from sporting clubs, organisations and volunteers, and as part of the Local History Awards and People of North Perth project in collaboration with North Perth Local 	\$1,500	Local History Centre/ Marketing & Partnerships	•	•			
	<ul style="list-style-type: none"> facilitate club promotion and education, develop a new regular hirer events calendar and include sporting events and activities in events calendar refocus and relaunch the Vincent Community Support Network 	\$3,000	Marketing & Partnerships	•	•			
3.2 Support and promote healthy, active spaces, liveable neighbourhoods and social reconnection	<ul style="list-style-type: none"> engage the community to determine Pop Up Play locations relaunch, promote and showcase Open Streets Events, street activation and Pop Up Play 	\$20,000	Marketing & Partnerships	•	•			
3.3 Support community groups and sporting clubs to become more sustainable and community based initiatives that respond to community need	<ul style="list-style-type: none"> assist groups and clubs to develop attraction and retention strategies and seek funding and grant opportunities prepare and promote tools to aid club development and improve maintenance and lease management to assist club operation 	\$4,500	Marketing & Partnerships	•	•			
	<ul style="list-style-type: none"> advocate for the continuance of community-based initiatives funded by the Leederville Gardens Trust 	\$3,000	Marketing & Partnerships	•	•			
3.4 Foster wellness by ensuring the community has knowledge of, and access to, services that enhance wellbeing, sense of safety and belonging	<ul style="list-style-type: none"> build relationships with local community and wellbeing service providers and increase the visibility of mental health and wellbeing service providers through promotion identify vulnerable cohorts and support the delivery of targeted services and rebound activities that supports segments in need 	Nil	Marketing & Partnerships	•	•	•	•	
3.5 Provide opportunities to celebrate an inclusive and socially connected community	<ul style="list-style-type: none"> recognise key Days of Importance by supporting innovative delivery models that align with economic and social outcomes, including celebrating NAIDOC and Youth Week provide targeted funding opportunities, under the COVID-19 Arts Relief Grant, for artists including LGBTQI+, Youth, ATSI and CaLD 	\$85,000	Marketing & Partnerships	•	•	•		
3.6 Build community capacity to support a resilient community	<ul style="list-style-type: none"> provide upskilling workshops for organisations, students and youths progress towards asset-based community development participation in cross-agency collaborations, networks and working groups to find opportunities for local organisations to partner 	TBC (\$20,000)	Marketing & Partnerships	•	•	•	•	

Table 4. Our Organisation: Actions and initiatives to create an open, accountable, agile organisation that efficiently and sustainably manages resources and assets

Action - what we'll do	Deliverable - how we'll do it	Funding Allocation	Responsible Team(s)	Timing				Monthly Update
				2020/21 Jul-Dec	2020/21 Jan-June	2021/22 Jul-Dec	2021/22 Jan-June	
4.1 Improve community engagement and support open and transparent communication	• monthly Rebound Roundtables with local Town Team and business representatives to identify initiatives to support community reconnection and businesses rebound	Nil	Policy & Place	•	•	•	•	
	• update website, COVID-19 portal and conduct six-month community surveys to determine overall levels of success with implemented rebound projects and initiatives	\$3,000	Marketing & Partnerships	•	•	•	•	
4.2 Seek external funding to deliver shovel ready projects and rebound initiatives	• develop and implement an advocacy agenda to attract Federal and State Government and private sector funding or investment in the local economy – including delivery of the East Perth Power Station development	Nil	Marketing & Partnerships	•	•	•	•	
4.3 Provide economic stimulus and sustainably manage resources and assets	• complete critical works at Beatty Park Leisure Centre including retiling the indoor pool, modernising the change rooms and upgrading electrical and filtration systems • expand Beatty Park Leisure Centre operating hours and services as attendance levels and demand increases	\$2.9mill	Engineering/ Beatty Park Leisure Centre	•	•			

Monitoring, Risk & Review

The City is committed to the ongoing improvement of services. The Rebound Plan has been developed as a living document, updated monthly, over a 24-month period, to enable the ongoing monitoring, tracking and adapting of services in a unique and uncertain environment.

The City will maintain an open and transparent dialogue with the Vincent community during the implementation of the Rebound Plan, to stay alert and responsive to the community's needs.

Preparedness for future outbreaks and maintaining good governance and communication is critical to the effective mitigation and management of the risks associated with COVID-19. The adjacent table outlines the City's approach to risk mitigation and management.

Risk Management Table: Our approach to prepare for future outbreaks and the risks associated with COVID-19

Risk what might happen	Management how we'll mitigate and manage
A Business and consumer confidence fails to return to post COVID-19 levels	Continue to demonstrate strong civic leadership and ongoing business and community support including: <ul style="list-style-type: none"> • implementing the actions outlined in the Rebound Plan
B Second wave of COVID-19 forces tightening of restrictions, significantly impacting the economy	Preparedness for future outbreaks including: <ul style="list-style-type: none"> • maintaining good governance practices; • ongoing engagement and communication with the community; • demonstrating strong civic leadership and high standard of COVID-19 practices; and • ensuring public health measures are engrained within service, program and project delivery.
C Loss of employment and increased household and personal stress results in antisocial behaviour	Provide ongoing support for the local community as part of our 'new normal' business as usual approach including: <ul style="list-style-type: none"> • initiatives to encourage community reconnection; and • ongoing engagement to promote positive mental and physical health.

7.2 UPDATE ON FINANCIAL RELIEF FOR CITY TENANTS AND PROPOSED RELIEF TO TENNIS WEST

- Attachments:
1. Summary of Tenant Financial Assistance [↓](#) 
 2. Summary of Tennis West Application - Confidential
 3. Tennis West undertaking [↓](#) 
 4. Proposed financial assistance - Tennis West [↓](#) 

RECOMMENDATION

That the COVID-19 Relief and Recovery Committee (Committee):

1. APPROVES the following financial assistance approach for category 3 (commercial) tenants:
 - 1.1 assistance will be provided even if the 30% downturn required by the *Commercial Tenancies (COVID-19 Response) Regulations 2020 Act and Regulations (WA)* is not met; and
 - 1.2 any financial assistance provided in accordance with Recommendation 1.1 above to be based on the percentage downturn evidenced by the tenant with 50% of that percentage as a rent waiver and 50% as a rent deferral and on the same terms and conditions as previously applied by the Committee to category 3 tenant applications.
2. NOTES the summary of financial assistance granted by the Committee to category 3 tenants to date at Attachment 1.
3. In accordance with section 6.12 of the *Local Government Act 1995*, APPROVES the following waivers of outgoings and utilities charged to each respective tenant for the period 1 April 2020 to 30 June 2020:
 - 3.1 Western Australia Volleyball Association – 37.5% waiver;
 - 3.2 Perth Soccer Club Inc. – 35% waiver;
 - 3.3 Robertson Park Artists' Studio (Graham Hay, Frances Dennis, Carol Rowing, Sarah Marchant, Christopher McClelland, Bethamy Linton) – 50% waiver;
 - 3.4 Kidz Galore Pty Ltd – 25% waiver; and
 - 3.5 Tennis Association of Western Australia – 12.5% waiver

This further financial assistance will be applied as a credit to each tenant's account.
4. In accordance with section 6.12 of the *Local Government Act 1995*, APPROVES financial assistance to the Tennis Association of Western Australia (Tennis West), proportionate to Tennis Central Australia Pty Ltd's (ACN 626 307 042) (Tennis Central) reduction in turnover calculated by the Chief Executive Officer as 25%:
 - 4.1 waiver of Tennis West's obligation to pay 12.5% of rent becoming due and payable between the period of 1 April 2020 and 30 September 2020, equating to \$579 plus GST; and
 - 4.2 deferral of Tennis West's obligation to pay 12.5% of rent becoming due and payable between the period of 1 April 2020 and 30 September 2020, equating to \$579 plus GST.
5. APPROVES the Chief Executive Officer entering into a payment arrangement with Tennis West for the payment of the deferred portion of Tennis West's lease obligations as specified in Recommendation 4. above, whereby the:

- 5.1 repayment period will be 24 months or an alternative period as agreed by the Chief Executive Officer and each of Tennis West;
- 5.2 repayment period will not commence prior to 1 October 2020 or such later date as agreed by the Chief Executive Officer and each of Tennis West; and
- 5.3 repayment instalments will be made by equal monthly instalments of the deferred amount over the duration of the repayment period.

PURPOSE OF REPORT:

To provide a summary of the financial assistance granted by the COVID-19 Relief and Recovery Committee (Committee) to date, review the City's financial assistance approach and determine the principles for the provision of financial assistance beyond that contemplated by the legislation.

BACKGROUND:

Summary of legislation

On 7 April 2020 the National Cabinet released the National Cabinet Mandatory Code of Conduct (National Code) to govern commercial, industrial and retail tenancies affected by the COVID-19 pandemic. The National Code set out the principles to apply between tenants and landlords negotiating amendments to leasing arrangements as a result of the commercial disruption of COVID-19 on tenant businesses.

The National Code was to be given effect through relevant State and Territory legislation and on 23 April 2020, the *Commercial Tenancies (COVID-19 Response) Act 2020 (WA)* (Act) was enacted. The Act specified that certain actions were prohibited in respect to small commercial leases (e.g. eviction of a tenant, exercising a right of re-entry, terminating a lease etc.) but was otherwise reliant on an 'adopted code of conduct' by regulation to provide the principles and process for rent and other leasing relief.

As a code had not been adopted in WA by early May, category 3 (being commercial entities, State and National clubs and community organisations and Associations) tenant applications received by the City in April and May were determined by reference to the following principles (generally reflecting the National Code):

- applications were considered on a case-by-case basis taking into account each tenant's downturn in trade/revenue (minimum 50% downturn required), financial statements, third party grants/assistance etc.;
- rent waiver and deferrals granted were calculated on the basis that 50% of the percentage downturn in trade granted as a rent waiver and the other 50% as a rent deferral (e.g. a 50% downturn in trade would equate to a 25% rent waiver and 25% rent deferral); and
- (i)
- any rent deferrals and outstanding debts are subject to a repayment plan over a minimum term of 24 months.

Where variable outgoings and/or other amounts (e.g. car park licence fees, sinking fund contributions) were due under the terms of a lease, the City applied the same level of waiver and deferral to those payments. Where tenants were paying utilities as charged by the service provider, no waiver or deferral was applied. The reasoning for this was that utilities charged by the service provider are based on usage, therefore, if the tenant was not using the premises or its use had decreased, the utilities charged by the service provider and recouped by the City from the tenant during the shutdown period should reflect this. Conversely, as variable outgoings are invoiced as equal monthly instalments, based on an estimate provided at the beginning of the relevant financial year any reduction in service charges would only become apparent when the actual outgoings were reconciled at the end of the financial year.

On further consideration, as it would be difficult to reconcile any difference in utilities charged for variable outgoings and adjust the waiver/deferral amount accordingly, Administration recommends that the same principle is applied to tenants who paid outgoings for the period 1 April to 30 June 2020. For example, Volleyball WA was charged \$372.44 in outgoings between the period 1 April and 30 June and was granted a 37.5% rent waiver and deferral by the Committee for the same period. Administration recommends that the

Committee approve a credit of 37.5% of this amount (\$139.66) be applied to Volleyball WA's account. Indicative figures for applying this principle (as set out in Recommendation 3. above) are as follows:

Tenant	Outgoings 1/4/2020-30/6/2020	% waiver	Credit amount \$
Perth Soccer Club Inc.	\$2,863.08	35%	\$1,002.08
Western Australian Volleyball Association	\$372.44	37.5%	\$139.66
Kidz Galore Pty Ltd	\$1,346.79	25%	\$336.70
Robertson Park Artists' Studio	\$571.59	50%	\$285.79
Tennis Association of WA	\$2,767.17	12.5%	\$345.90
		Total	\$2,110.13

The *Commercial Tenancies (COVID-19 Response) Regulations 2020* (WA) was not enacted until 30 May 2020. These Regulation include a Code of Conduct at Schedule 1 (Code) which specifies that:

- (a) an offer of rent relief must apply to the emergency period (currently 30 March 2020 – 29 September 2020); and
 - (ii)
- (b) rent relief offered by the landlord must be at least proportionate to the reduction in the tenant's turnover that is associated with the business conducted at the premises and the tenant has experienced during the emergency period.

The reduction in the tenant's turnover must be calculated using the principles of the decline in turnover test set out in the *Coronavirus Economic Response Package (Payments and Benefits) Rules 2020* (Commonwealth) (Rules) section 8. Pursuant to section 8 of the Rules:

- (a) a tenant satisfies the decline in turnover test if the tenant's projected GST turnover for a turnover test period falls short of the tenant's current GST turnover for a relevant comparison period (e.g. turnover for May 2020 compared with May 2019);
 - (iii)
- (b) the shortfall, expressed as a percentage of the comparison turnover, equals or exceeds the *specified percentage* for the tenant; and
- (c) the *specified percentage* for the tenant is:
 - (i) if the lower threshold applies to the tenant (tenants that are ACNC registered charities other than education providers)—15%; or
 - (iv)
 - (ii) if the higher threshold applies to the entity (the tenant has an aggregate turnover in the relevant financial year that is likely to exceed \$1billion)—50%; or
 - (iii) otherwise—30%.

Application of legislative tests

The majority of the City's category 3 tenants are not ACNC registered charities but sporting clubs, associations and commercial business. As a result, the specified percentage for these tenants is 30% and the shortfall experienced by these tenants must equal or exceed 30% in order for relief under the Code to apply.

When the City commenced assessing category 3 tenant applications in April this year, tenants were experiencing between 50% and 75% downturn due to COVID-19 restrictions and closures. As a result, the City granted financial relief (based on the turnover comparison test in the Rules) to tenants for the period 1 April to 30 June. However, as restrictions ease tenant downturn is starting to improve and some tenants (while still experiencing a downturn) are experiencing less than a 30% downturn. This is particularly evident where the tenant in question has been successful in securing JobKeeper or other State or Federal Government assistance.

While it is possible to assess each tenant on a case-by-case basis across the final half of the emergency period, doing so will require all tenants to provide financial statements for the period 1 June to 30 September 2020. This will delay any decisions on tenant financial assistance until October or November 2020. It will also result in the commencement of repayment plans (for deferred lease payments) being further postponed until late 2020 early 2021.

DETAILS:Assistance granted to date

A summary of the financial assistance granted to category 3 tenants to date by the COVID-19 Relief and Recovery Committee (Committee) is at **Attachment 1**.

In addition to the financial assistance granted to category 3 tenants, the Committee has provided full rent waivers for category 1 (small community groups) and category 2 (sporting clubs, community groups and organisations) tenants for the period 1 April to 30 September 2020. Category 1 and 2 tenants were not required to apply for this financial assistance or provide evidence of their downturn in turnover.

The total monetary assistance granted by the Committee to date is as follows:

- lease payment waivers in the amount of \$15,331.10 for category 1 and 2 tenants;
(v)
- lease payment waivers in the amount of \$77,984.49 for category 3 tenants; and
- lease payment deferrals in the amount of \$69,183.88 for category 3 tenants.

The lease payment deferrals referred to in point 3 above will be subject to repayment by the tenants over a 24-month period.

Proposed assistance 1 July to 30 September

The City is only required to provide the level of relief legislated by the Act and Code. However, the National Code recognises that there will be a period of recovery after the worst of the pandemic and restrictions have lifted. Even with the City providing the financial assistance under the Act and Code, many sporting clubs/associations and commercial tenants will continue to be affected (and may struggle to recover) for months or even years after the emergency period has passed.

In light of the above and taking into account the cost and time the City will incur if further financial assistance to these tenants is delayed until after 30 September 2020, it is recommended that category 3 tenants applications for further financial assistance be assessed as follows:

- tenants are required to submit a minimum of two months' financial statements (for example May and June 2020) along with the accompanying 2019 financial statements;
(vi)
- the City will average the downturn experienced by the tenant over those two months as a percentage; and
- apply 50% of the downturn as lease payment waivers and 50% as lease payment deferrals for the period 1 July to 30 September 2020.

It is proposed that relief is granted to those tenants who can show a downturn in turnover during the period May and June 2020, regardless of whether the downturn is 30% or less. There are a number of reasons for this recommendation.

First, the Committee has granted category 1 and 2 tenants full rent waivers without the need to prove any downturn in trade. Therefore, granting financial assistance to those category 3 tenants who are experiencing 30% or less downturn remains in keeping with the Committee's approach of assisting clubs, organisations and businesses to get back on their feet following the easing of restrictions.

Second, the level of assistance provided by the Committee is directly reflected by the percentage downturn experienced by the tenant - e.g. if the tenant experiences 25% downturn in income, the tenant would be eligible to receive a 12.5% rent waiver and 12.5% rent deferral. While granting financial assistance of this level does not pose a major financial impact to the City, it is likely to greatly assist tenants.

Finally, many of the tenants applying for the second round of assistance have already been granted financial assistance for the earlier period of 1 April to 30 June. As the emergency period runs from 1 April to 29 September tenant downturn should be averaged across the whole period – i.e. a tenant may have experienced a 70% downturn in the first months of the restrictions which has eased to 30% in the later

months of the restrictions period. Therefore, granting financial assistance even if the downturn is 30% or less will ensure the tenant has received the requisite level of assistance (when averaged out) across the whole period.

Tennis West Application

At its meeting of 4 August 2020, the Committee considered the Tennis Association of Western Australia's (Tennis West) application for financial assistance on behalf of Tennis Central Australia Pty Ltd (ACN 626 307 042). Tennis West leases the tennis centre located at Robertson Park, 176 Fitzgerald Street, Perth (Tennis Centre) pursuant to an Interim Management Arrangement dated 5 February 2020. A new lease of the Tennis Centre to Tennis West was approved by Council at its Ordinary Meeting of 28 July 2020 for a term of 13 months commencing on 1 August 2020 and the lease is currently with Tennis West for signing (Lease).

Tennis West is not involved in the day-to-day operation and/or management of the Tennis Centre, this is managed by Tennis Central Australia Pty Ltd (ACN 626 307 042) (Tennis Central). Pursuant to a Supply of Services Agreement dated 13 November 2019 (Licence), Tennis West contracted with Tennis Central for Tennis Central to operate and manage all aspects of the Tennis Centre including the management, promotion and conduct of tennis court hire and coaching. Pursuant to an extension and variation of the Licence (dated 30 July 2020) Tennis West and Tennis Central have extended the operation of the Licence until the Lease expires on 30 September 2021.

Tennis Central's business was affected by the COVID-19 restrictions and closures and in July 2020, Tennis West submitted an application for financial assistance to the City on behalf of Tennis Central. A summary of Tennis West's application is at **Confidential Attachment 2**. The application included evidence of Tennis Central's downturn in income during the period 1 April 2020 to 30 June 2020, which was calculated to be approximately 25%.

At its Meeting of 4 August 2020, the Committee deferred making a decision on Tennis West's application (on behalf of Tennis Central) for financial assistance. The Committee requested an undertaking by Tennis West to pass on to Tennis Central any assistance granted by the Committee. Tennis West's undertaking is at **Attachment 3**.

In line with Administration's recommendation to provide financial assistance to those category 3 tenants experiencing less than a 30% downturn in income during the 1 April to 30 September 2020 period, Administration supports the Committee granting Tennis Central (via Tennis West) financial assistance as detailed in **Attachment 4**.

CONSULTATION/ADVERTISING:

Nil.

LEGAL/POLICY:

- National Cabinet Mandatory Code of Conduct: SME Commercial Leasing Principles During COVID-19.
- *Commercial Tenancies (COVID-19 Response) Act 2020 (WA)*.
- *Commercial Tenancies (COVID-19 Response) Regulations 2020 (WA)*.
- *Coronavirus Economic Response Package (Payments and Benefits) Rules 2020 (Cth)*.
- *Local Government Act 1995 (WA)*.

RISK MANAGEMENT IMPLICATIONS:

Low risk: There is a low risk in the City providing financial assistance in excess of that contemplated by the Act and Code, as it is applied consistently and transparently.

STRATEGIC IMPLICATIONS:

This is in keeping with the City's *Strategic Community Plan 2018-2028*:

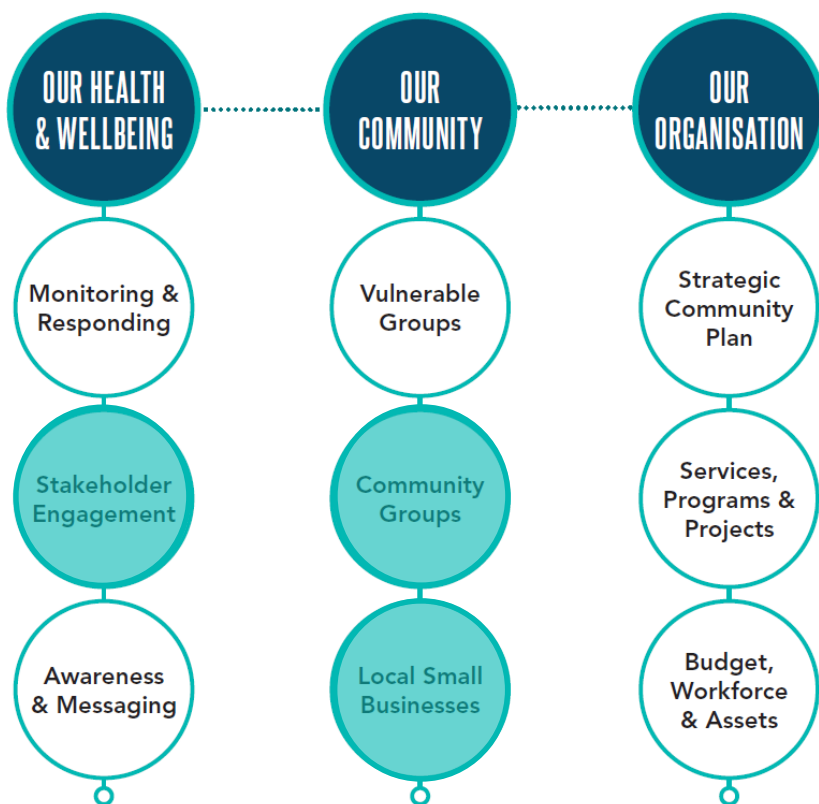
Thriving Places

We are recognised as a City that supports local and small business.

Innovative and Accountable

Our resources and assets are planned and managed in an efficient and sustainable manner.

COVID-19 RELIEF AND RECOVERY STRATEGY ALIGNMENT:



SUSTAINABILITY IMPLICATIONS:

Nil.

FINANCIAL/BUDGET IMPLICATIONS:

Lease payment waivers, provided by the Committee to date, come to a total of \$93,315.59 and as follows:

- \$15,331.10 rent waivers granted to category 1 and 2 tenants; and (vii)
- \$77,984.49 rent/lease payment waivers granted to category 3 tenants.

Lease payment deferrals provided by the Committee to date come to a total of \$69,183.88 for category 3 tenants. It is anticipated that the City will recoup the majority (if not all) of this amount from its tenants over a 24-month repayment period.

COVID-19 Relief and Recovery Committee - Tenant financial assistance decisions

Tenant name	Perth Soccer Club	Beatty Park Physio	Volleyball WA	Swimming WA	Gymnastics WA	Kids Gelore	Robertson Park Artists' Studio	East Perth Football Club	Subiaco Football Club	Belgrevia Health & Leisure Group Pty Ltd	Tennis West/Tennis Central	Total Waiver \$	Total Deferral \$
Committee Meeting/decision	12/05/2020	12/05/2020 & 8/9/2020	12/05/2020	19/05/2020	26/05/2020	26/05/2020	26/05/2020	02/06/2020	09/06/2020	30/06/2020	04/08/2020 & 08/09/2020		
Assistance period	1 April to 30 June 2020	1 April to 30 Sept 2020	1 April to 30 June 2020	1 April to 30 June 2020	1 April to 30 June 2020	1 April to 30 June 2020	1 April to 30 June 2020	1 April to 30 June 2020	1 April to 30 June 2020	1 April to 31 July 2020	1 April to 30 Sept 2020		
Waiver %	35%	30%	37.50%	35%	35%	25%	30%	35%	35%	27%	12.50%		
Rent waiver \$ p/m	\$488.85 p/m	\$2,354.83 p/m	\$360.42 p/m	\$1,549.45 p/m	\$1,577.73 p/m	\$629.38 p/m	\$293.98 p/m	\$243.98 p/m	\$229.09 p/m	\$3,572.21 p/m	\$96.50		
VO waiver \$ p/m	N/A	\$578.61 p/m	N/A	N/A	\$564.19 p/m	N/A	N/A	\$2,109.61 p/m	\$2,101.84 p/m	\$1,742.14 p/m	N/A		
Other waiver \$ p/m	N/A	N/A	N/A	N/A	(sinking fund)	(CP licence fee)	N/A	N/A	N/A	(sinking fund)	N/A		
Sub-total waived \$	\$1,466.85	\$6,800.61	\$1,081.25	\$4,648.35	\$7,490.52	\$2,048.97	\$761.94	\$7,057.77	\$6,992.80	\$27,011	\$579.00	\$67,939.06	
Deferral %	33%	N/A	37.50%	35%	35%	25%	30%	35%	35%	27%	12.50%		
Rent deferral \$ p/m	\$488.85 p/m	Tenant requested no deferrals	\$360.42 p/m	\$1,549.45 p/m	\$1,577.73 p/m	\$629.38 p/m	\$293.98 p/m	\$243.98 p/m	\$229.09 p/m	\$3,572.21 p/m	\$96.50		
VO deferral \$ p/m	N/A	N/A	\$360.42 p/m	N/A	\$564.19 p/m	N/A	N/A	\$2,109.61 p/m	\$2,101.84 p/m	\$1,742.14 p/m	N/A		
Other deferral \$ p/m	N/A	N/A	N/A	N/A	(sinking fund)	(CP licence fee)	N/A	N/A	N/A	(sinking fund)	N/A		
Sub-total deferred \$	\$1,466.85	\$0.00	\$1,081.25	\$4,648.35	\$7,490.52	\$2,048.97	\$761.94	\$7,057.77	\$6,992.80	\$27,011	\$579.00		\$59,138.45
Proposed repayment period	24 months	N/A	24 months*	24 months*	24 months	24 months	24 months	36 months	36 months	24 months	24 months		
Proposed repayment \$ p/m	\$119.33 p/m	N/A	\$45.05 p/m	\$193.68 p/m	\$312.11 p/m	\$263.37 p/m	\$117.5 p/m	\$196.05	\$194.24	\$1,125.46	\$579.00		
Balance % payable	30%	70%	25%	30%	30%	50%	N/A	30%	30%	46%	75%		
Balance rent \$ payable p/m	\$419.10 p/m	\$1,494.83 p/m	\$240.28 p/m	\$1,328.10 p/m	\$1,352.34 p/m	\$1,258.76 p/m	N/A	\$209.13 p/m	\$196.37 p/m	\$6,085.99 p/m	\$579.00 p/m		
Balance VO \$ payable p/m	N/A	\$1,350.09 p/m	N/A	N/A	\$483.59 p/m	N/A	N/A	\$1,807.38 p/m	\$1,801.58 p/m	\$2,968.09 p/m	N/A		
Balance other \$ payable p/m	N/A	N/A	N/A	N/A	\$304.33 p/m	\$107.21 p/m	(CP licence fee)	N/A	N/A	\$2,450.52 p/m	N/A		
Second application													
Committee Meeting/decision		No second application being made	No second application being made		06-Aug-20 1 July to 30 Sept 2020		No second application being made		04-Aug-20 1 July to 30 Sept 2020	05-Sep-20 1 April to 30 June 2020	Not applicable - first application made late July		
Assistance period	Currently not eligible for assistance. Holding invoices and PSC to re-apply in Sept.			May re-apply in September						Currently not eligible. Holding invoices, may re-apply in September	N/A - application relates to loan repayments only		
Waiver %					33%			17%	17%				
Rent waiver \$ p/m					\$1,339.07			\$118.51	\$118.51				
VO waiver \$ p/m					\$331.95			\$1,024.18	\$1,024.18				
Other waiver \$ p/m					\$334.77			N/A	N/A				
Sub-total waived \$		\$0	\$0		\$6,617.36		\$0	\$3,428.07	\$3,428.07	0	\$0	\$10,045.48	
Deferral %					33%			17%	17%	54%			
Rent deferral \$ p/m					\$1,339.07			\$118.51	\$118.51	N/A			
VO deferral \$ p/m					\$331.95			\$1,024.18	\$1,024.18	N/A			
Other deferral \$ p/m					\$334.77			N/A	N/A	\$12,599.26 (loan repayment)			
Sub-total deferred \$		\$0	\$0		\$6,617.36		\$0	\$3,428.07	\$3,428.07		\$0		\$10,045.48
Balance % payable					34%			66%	66%	44%			
Balance rent \$ payable p/m					\$1,379.35			\$460.08	\$460.08	N/A			
Balance VO \$ payable p/m					\$548.06			\$3,976.24	\$3,976.24	N/A			
Balance other \$ payable p/m					\$384.91			N/A	N/A	\$10,772.72			
TOTAL ASSISTANCE GRANTED												\$77,924.49	\$69,183.88
TOTAL amount waived	\$1,466.85	\$8,800.61	\$1,081.25	\$4,648.35	\$14,107.88	\$2,048.97	\$761.94	\$10,485.84	\$6,992.80	\$27,011.00	\$579.00	\$77,984.49	\$69,183.88
TOTAL amount deferred	\$1,466.85	0	\$1,081.25	\$4,648.35	\$14,107.88	\$2,048.97	\$761.94	\$10,485.84	\$6,992.80	\$27,011.00	\$579.00		\$69,183.88
Proposed repayment period				24 months	24 months	24 months	24 months	36 months	36 months	24 months	24 months		
Proposed repayment \$ p/m					\$606.41			\$291.27	\$291.27	\$1,125.46			



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F +61 8 9361 1500
www.tennis.com.au/wa

13th August 2020

Mr David MacLennan
Chief Executive Officer
City of Vincent
99 Loftus Street
LEEDERVILLE WA 6007

BY EMAIL: mail@vincent.wa.gov.au

emily.williams@vincent.wa.gov.au

Dear David

Undertaking to pass on benefit of financial assistance to Tennis Central Australia Pty Ltd

The Tennis Association of Western Australia (**Tennis West**) leased the Tennis Centre located at Robertson Park, 176 Fitzgerald Street, Perth from the City of Vincent under an Interim Arrangement for the Management of Robertson Park Tennis Centre dated 5 February 2020. A new lease of the Tennis Centre to Tennis West was approved by the City's Council at its meeting of 28 July 2020 for a term of 13 months commencing on 1 August 2020 and is currently with our Council for signing (**Lease**).

Pursuant to a Supply of Services Agreement dated 13 November 2019 (**Licence**), Tennis West contracted with Tennis Central Australia Pty Ltd (ACN 626 307 042) (**Tennis Central**) to operate and manage all aspects of the Tennis Centre including the management, promotion and conduct of tennis court hire and coaching. Tennis West is not involved in the day-to-day operation and/or management of the Tennis Centre.

Tennis West and Tennis Central have extended the operation of the Licence until the Lease expires on 30 September 2021.

Tennis Central's business has been affected by the COVID-19 pandemic restrictions and closures. As Tennis Central is not a party to the Lease, Tennis West submitted an application for financial assistance to the City on behalf of Tennis Central including providing evidence of

Western Australian
Tennis Association Inc
ABN 90 803 634 736
Trading as Tennis West



Tennis West
Victoria Park Drive
Burswood WA 6100
PO Box 116
WA 6100
T +61 8 6462 8300
F +61 8 9361 1500
www.tennis.com.au/wa

Tennis Central's downturn in income during the period 1 April 2020 to 30 June 2020. Although any financial assistance granted by the City will be applied to Tennis West's Lease, it is Tennis West's intention to pass on the benefit of this financial assistance to Tennis Central by way of a reduction (equal to the reduction in rent granted by the City to Tennis West) in the fees payable by Tennis Central under the terms of the Licence.

To assist the City in its consideration of Tennis West's application (on behalf of Tennis Central) for financial assistance, I CONFIRM AND UNDERTAKE that any financial assistance granted by the City to Tennis West will be passed on to Tennis Central by way of a reduction in fees payable by Tennis Central to Tennis West under the Licence for the period the financial assistance is granted.

Yours sincerely,

Michael Roberts
CEO

Western Australian
Tennis Association Inc
ABN 90 803 634 736
Trading as Tennis West

Attachment – Proposed Tenant Financial Assistance

Proposed Financial Assistance		
TENNIS ASSOCIATION OF WESTERN AUSTRALIA - Rent \$772.00 per month (excluding GST)		
12.5% Rent waiver	= \$96.50 p/m x 6 =	\$579.00
12.5% Rent deferral	= \$96.50 p/m x 6 =	\$579.00
75% balance of Rent payable by tenant	= \$579.00 p/m x 6 =	\$3,474.00
Repayment plan for deferred rent	\$24.13 p/m x 24 months =	\$579.00

7.3 TENANT FINANCIAL ASSISTANCE - BEATTY PARK PHYSIOTHERAPY PTY LTD

Attachments: Nil

RECOMMENDATION

That the COVID-19 Relief and Recovery Committee (Committee):

1. **NOTES** that the Committee approved financial relief to Beatty Park Physiotherapy Pty Ltd (ACN 614 728 095) (BP Physio) at its 12 May 2020 Meeting (Item 7.3), and **APPROVES** an amendment to the financial assistance as detailed below:

“1.2 Beatty Park Physiotherapy Pty Ltd (BP Physio) – estimated downturn of 60%:

1.2.1 waiver of BP Physio’s obligation to pay an estimated 30% of rent and variable outgoings becoming due and payable between 1 April 2020 and ~~30 September 2020~~ 30 June 2020;

~~1.2.2 deferral of the BP Physio’s obligation to pay an estimated 30% of rent and variable outgoings becoming due and payable between 1 April 2020 and 30 June;~~”

PURPOSE OF REPORT:

To consider amending the financial assistance previously granted by the COVID-19 Relief and Recovery Committee (Committee) to Beatty Park Physiotherapy Pty Ltd (ACN 614 728 095) (BP Physio) at the Committee’s Meeting of 12 May 2020.

BACKGROUND:

BP Physio has leased a portion (Premises) of the Beatty Park Leisure Centre (Centre) since 26 July 2017 when it took an assignment of the prior physiotherapy tenant’s lease which commenced in 2014. A new lease of the Premises by BP Physio for a term of five years commencing 1 October 2020, was approved by Council at its Ordinary Council Meeting on 28 July 2020.

BP Physio applied for the City’s rent abatement and relief assistance and, on 12 May 2020, the Committee approved the grant of a 30% rent and variable outgoings waiver and a 30% rent and variable outgoings deferral for BP Physio for the period 1 April to 30 June 2020.

The approval was agreed to by the Committee based on the 60% calculated downturn of BP Physio’s business during the COVID-19 restrictions period.

DETAILS:

BP Physio has subsequently requested that the deferral of rent and variable outgoings be cancelled, and instead they receive a 30% waiver of rent and variable outgoings for the period 1 July 2020 to 30 September 2020.

Administration supports this amendment to the rent relief subject to BP Physio entering into the new lease (as approved by Council), for the following reasons:

- It provides certainty for the City and BP Physio in respect to the financial assistance provided;
- The remainder of the rent and variable outgoings, which is 70%, has been paid by BP Physio for the April to June period. This results in an immediate cash flow benefit of \$26,400 received by the City during this period (where 30% or \$10,267.46 of this would previously have been deferred and subject to repayment after 1 October);

- The extension of the 30% waiver from 1 July to 30 September (where previously it was 1 April to 30 June) forms part of the lease agreement (as set out in Item 12.4 of Council's 28 July 2020 Agenda), and assists the City in securing a long term tenant who has demonstrated sound management of the premises and a good working relationship with Beatty Park Administration; and
- It reduces the workload for both the City and the BP Physio if a further financial assessment is not required and assists with finalising the lease negotiations in a timely manner.

CONSULTATION/ADVERTISING:

Nil.

LEGAL/POLICY:

- National Cabinet Mandatory Code of Conduct: SME Commercial Leasing Principles During COVID-19;
- *Commercial Tenancies (COVID-19 Response) Act 2020 (WA)*;
- *Commercial Tenancies (COVID-19 Response) Regulations 2020 (WA)*; and
- *Local Government Act 1995 (WA)* – Section 6.12.

RISK MANAGEMENT IMPLICATIONS:

Low risk:

STRATEGIC IMPLICATIONS:

This is in keeping with the City's *Strategic Community Plan 2018-2028*:

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Innovative and Accountable

Our resources and assets are planned and managed in an efficient and sustainable manner.

COVID-19 RELIEF AND RECOVERY STRATEGY ALIGNMENT:



SUSTAINABILITY IMPLICATIONS:

Nil.

FINANCIAL/BUDGET IMPLICATIONS:

Lease payment waivers and deferrals, provided by the Committee to date, come to a total of \$162,499.47 and as follows:

- \$15,331.10 rent waivers granted to category 1 and 2 tenants;
- \$77,984.49 rent/lease payment waivers granted to category 3 tenant; and
1.
- \$69,183.88 rent/lease payment deferrals granted to category 3 tenant.
2.

The proposed amendment to BP Physio’s financial assistance will increase the rent/lease payment waivers granted to category 3 tenants by \$10,267.46. However, there would be no deferred rent/lease payments for BP Physio which would result in a cashflow benefit of \$20,534.95 over the period 1 April to 30 September 2020.

7.4 DEFERRAL OF PORTION OF LOAN REPAYMENTS - BELGRAVIA HEALTH & LEISURE GROUP PTY LTD

Attachments: Nil

RECOMMENDATION

That the COVID-19 Relief and Recovery Committee (Committee):

1. In accordance with section 6.12 of the *Local Government Act 1995*, APPROVES a 54% deferral of Belgravia Health & Leisure Group Pty Ltd (ACN 005 087 463) (Belgravia) obligation to pay the loan repayment amounts due between 1 April 2020 and 30 June 2020, which financial assistance is proportionate to Belgravia's reduction in turnover calculated by the Chief Executive Officer as 54%.
2. APPROVES the Chief Executive Officer entering into a payment arrangement with Belgravia for the payment of the deferred loan repayment amounts as specified in Recommendation 1. above and the lease obligations (as granted at the Committee's Meeting of 30 June 2020, Item 7.2), whereby:
 - 2.1 the repayment period will be a minimum of 24 months or an alternative period as agreed by the Chief Executive Officer and Belgravia;
 - 2.2 the repayment period will not commence prior to 1 October 2020 or such later date as agreed by the Chief Executive Officer and Belgravia; and
 - 2.3 repayment instalments will be made by equal monthly instalments of the deferred amount over the duration of the repayment period.
3. RECOMMENDS to Council a one year extension of the lease and contract between the City and Belgravia, commencing on 1 January 2022, to facilitate the payment arrangements specified in Recommendation 2. above.

PURPOSE OF REPORT:

To consider Belgravia Health & Leisure Group Pty Ltd's (ACN 005 087 463) (Belgravia) request to defer the loan repayments payable by Belgravia to the City for the period 1 April 2020 to 30 June 2020.

BACKGROUND:

Belgravia leases part of the Loftus Recreation Centre at 99 Loftus Street, Leederville pursuant to a lease between Belgravia and the City (Lease). The Lease was for an initial term of 10 years commencing 1 January 2007 and expiring 31 December 2016 and included a further term of 10 years (commencing 1 January 2017 and expiring 31 December 2026).

At the same time the Lease was entered into, the City and Belgravia executed a Deed of Contract (Contract). The Contract runs concurrently with the Lease and governs the operation and management of the Loftus Centre (Centre) by Belgravia. The Contract includes a profit share arrangement and a loan repayment provision relating to the repayment (by Belgravia) of the City's \$3 million loan which funded the redevelopment of the Centre (Loan).

Pursuant to the Contract, Belgravia is required to make Loan repayments to the City in equal monthly instalments in advance and the City is required to use the Loan repayments to pay off the principal and interest owing by the City under the Loan.

At its Ordinary Meeting of 23 August 2016, Council approved the grant of an extension to the Lease and Contract for a further term of 5 years commencing 1 January 2017 and expiring 31 December 2021. A Deed of Extension of Lease dated 12 November 2018 was subsequently executed by the City and Belgravia.

In June 2020, Belgravia applied for financial assistance due to the effect of COVID-19 on the operation of the Centre. At its Meeting of 30 June 2020, the COVID-19 Relief and Recovery Committee (Committee) approved the granting of financial assistance to Belgravia in the form of a 27% rent, variable outgoings and sinking fund contribution waiver and a 27% rent, variable outgoings and sinking fund contribution deferral. The Committee declined to extend the financial relief granted to the obligation to make the loan repayments. This was because the obligation to make the loan repayments falls under the Contract not the Lease and, therefore, does not fall within the purview of the *Commercial Tenancies (COVID-19 Response) Regulations 2020 (WA)* (Code).

Following the Committee's decision of 30 June 2020, Belgravia requested that the City ask its financier to defer Loan repayments and/or interest in regard to the City's obligations under the Loan on the basis that the benefit of any deferral granted by the financier could be passed on by the City to Belgravia. Upon inquiring with its financier, the City was informed that, in order to defer payments under the Loan, it would be required to request a deferral of its whole portfolio. As many banks and financial institutions are granting repayment and/or interest deferrals due to the effect of the COVID-19 pandemic and it is not possible for the City to defer only the Loan portion of its portfolio, Administration is recommending the Committee reconsider deferring a portion of the Loan repayments due by Belgravia between 1 April 2020 and 30 June 2020.

DETAILS:

Belgravia's downturn in income for the period 1 March to 31 May has been calculated by Administration as 54%. In line with this, Administration is recommending a deferral of 54% of the Loan repayment amount due by Belgravia between 1 April and 30 June 2020. The proposed deferral is subject to Belgravia entering into:

- (a) a payment arrangement in respect of the Loan repayments and deferred lease obligations as previously granted (also including any subsequent financial assistance granted, if applicable) to commence on 1 October 2020 and continue for 24 months; and
- (b) an extension of the current lease until 31 December 2022 to allow an adequate repayment period (which extension of lease will require final approval by Council).

Belgravia has agreed to these conditions.

Administration notes that if the Loan repayments were made by Belgravia (as required under the Loan), the City's investment portfolio would have earned interest on these amounts. However, as the rate of interest was so low during the relevant period (approximately 1.5%) and has since reduced further, the administrative burden of charging interest on the deferred Loan repayments is not cost effective.

The deferred Loan repayment amount comes to \$37,797.84 and would be repayable in equal monthly instalments over a period of 24 months, commencing 1 October 2020. The Lease and Contract would be extended on the same terms and conditions as currently apply.

CONSULTATION/ADVERTISING:

Nil.

LEGAL/POLICY:

- *Commercial Tenancies (COVID-19 Response) Regulations 2020 (WA)*; and
- *Local Government Act 1995 (WA)* – Section 6.12.

RISK MANAGEMENT IMPLICATIONS:

Low: There is low risk in the Committee deferring the loan repayments, as the City will enter into a legal agreement in respect to the repayment of these amounts.

STRATEGIC IMPLICATIONS:

This is in keeping with the City's *Strategic Community Plan 2018-2028*:

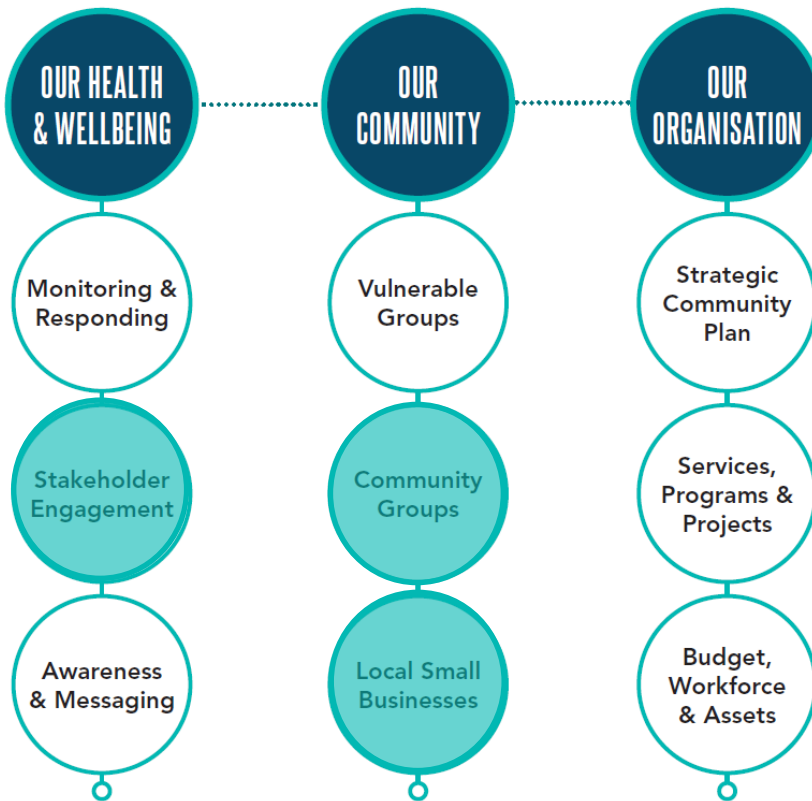
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COVID-19 RELIEF AND RECOVERY STRATEGY ALIGNMENT:



SUSTAINABILITY IMPLICATIONS:

Nil.

FINANCIAL/BUDGET IMPLICATIONS:

Deferral of the amount of \$37,797.84 which, otherwise, would be due and payable by Belgravia between 1 April and 30 June 2020. Taking into consideration the financial assistance previously granted to Belgravia by the Committee, a total amount of \$64,808.84 would be repayable by Belgravia by equal monthly instalments over 24 months, commencing on 1 October 2020.

To date, the Committee has granted financial assistance in the amount of \$77,984.49 lease payment waivers and \$69,183.88 lease payment deferrals for category 3 (commercial entities, State and National clubs and community organisations and Associations) tenants. Incorporating the deferral proposed by this report, the total deferred tenant obligations will be \$106,981.72.

8 ANNOUNCEMENTS BY PRESIDING MEMBER (WITHOUT DISCUSSION)

9 GENERAL BUSINESS

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

Nil

11 NEXT MEETING

6 October 2020

- COVID-19 Update

12 CLOSURE