



CITY OF VINCENT

COVID-19 RELIEF & RECOVERY STRATEGY

AND IMPLEMENTATION PLAN



PART 1 – RELIEF & RECOVERY STRATEGY

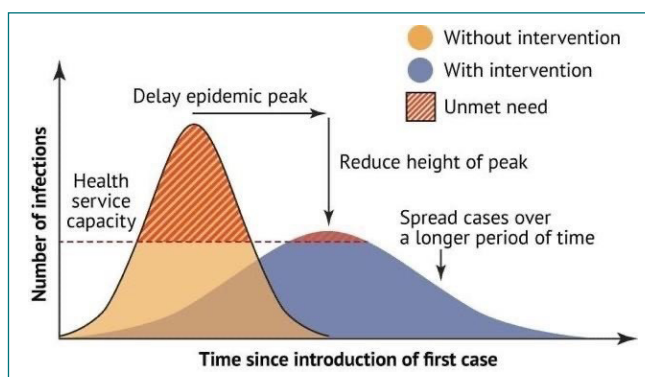
1.1. Background

Public Health Context

Health and wellbeing is a high priority for the City of Vincent. The emergence of COVID-19 in Australia has significantly changed the way the City – both the community and organisation – views and manages public health. Initiating a public health response to COVID-19 involves strong and decisive action to minimise the gathering and movement of people. It has also led to there being a quickly changing policy environment whereby the City is required to anticipate the next stages of COVID-19 relief and recovery. COVID-19 is not just about public health, and we have to start preparing to implement strategies to promote and recover our local economy, environment, social connection and wellbeing. This relief and recovery phase is likely to last at least six months. It is a time which requires agile decision making, while ensuring the City analyses the potential benefits to inform decisions.

The purpose of the health directives to manage COVID-19 is to protect the vulnerable people in our community. COVID-19 symptoms may not be significant for some, while presenting serious health issues for others including severe pneumonia or even death. We must work together to protect those who are more vulnerable, including seniors and immunocompromised. The approach to flatten

the curve is in place to prevent strain on our health system. By reducing the spread of COVID-19 we are making sure everyone can access the healthcare they need. For this reason, the City is committed to being a strong community role model to support our health and wellbeing.



Policy Context

In Australia, state and territory governments have primary responsibility for protecting life, property and environment within their borders. They have established plans in place to respond to, and recover from, natural and human-caused emergencies.

To complement the efforts of state, territory and international governments responding to a disaster or emergency, the Australian Government can also provide physical and financial assistance. The Australian Government has activated the National

Coordination Mechanism (NCM) in response to the spread of COVID-19. The NCM will operate through the Department of Home Affairs and together with the states and territories will coordinate the whole of government responses to issues outside the direct health management of COVID-19. The NCM provide support and advice alongside the Australian Health Protection Principle Committee and state and territory chief medical officers in advising the National Cabinet on matters relating to COVID-19.

Local governments in Western Australia are required to implement public health and emergency directives from the State Government and to support the response and recovery of the State Government in accordance with the Emergency Management Act 2005. The City of Vincent is acting in accordance with emergency management directions under the Act. A list of these directives and the City's ongoing response is included in Appendix 2. The City will continue to make considered and agile risk-based public health decisions to support the worldwide and nationwide interventions to protect the community from COVID-19.

Further to this the City has a number of documents guiding its response as an organisation. This includes the City's Strategic Community Plan 2018-2028. This Plan is the City's most significant guiding document and establishes the community's vision for Vincent's future. The Plan drives our planning, budgeting, resource allocation and service delivery over the next decade,

in order to focus our efforts and align our activities to achieve the community's vision. In addition, the City is operating within its Policy 4.1.26 – Risk Management. Under the policy, the COVID-19 impacts on the City have been determined to be “Almost Certain” and to be of a “Major” to “Extreme” consequence requiring urgent action. The City also has a Business Continuity Plan. The purpose of this plan is to guide the City's Administration in responding to matters that affect business continuity at an operational level.

1.2. About the City of Vincent COVID-19 Relief & Recovery Strategy & Implementation Plan

Purpose

The purpose of this Plan is to:

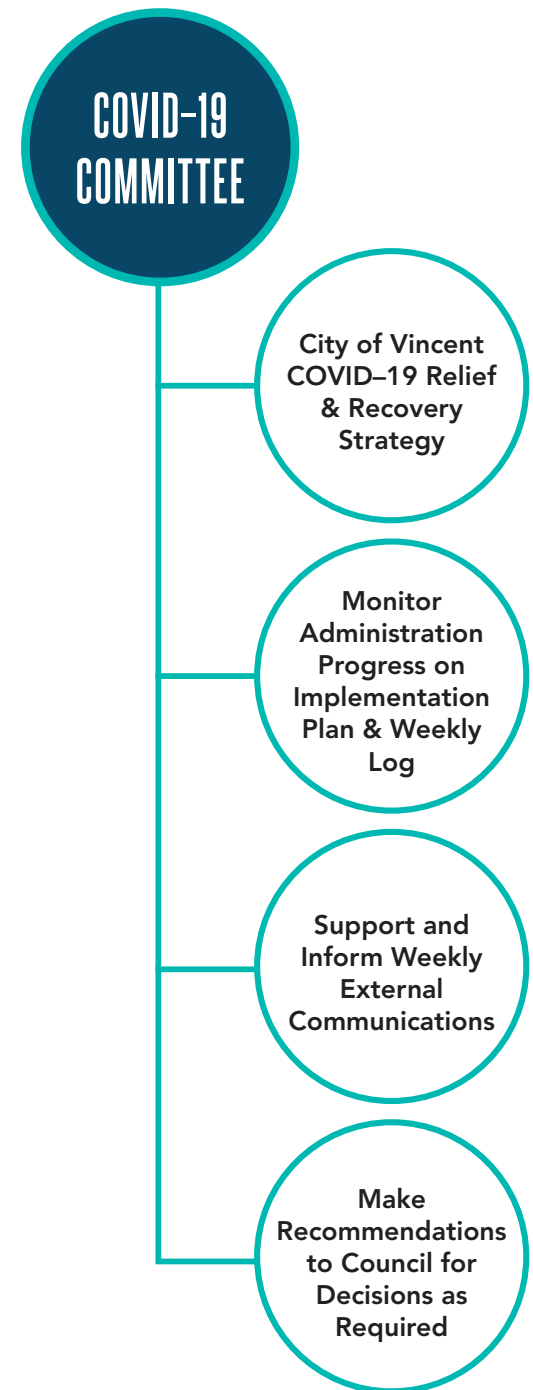
1. Support recovery initiatives in relation to COVID-19 at a State and Federal Government level by establishing a framework for the City to:
 - 1.1. Identify, monitor and document the impact of COVID-19 specific to the City of Vincent;
 - 1.2. Ensure agile and efficient decision making and communication during the recovery phase;
 - 1.3. Provide a road map to the City's short, medium and long term actions to provide relief and recovery as a result of COVID-19;
 - 1.4. Guide the City's future decision making in relation to the City's COVID-19 relief and recovery; and
 - 1.5. Provide support and civic leadership to our well-connected and resilient community during the recovery phase.

Relief & Recovery Strategy & Implementation Plan Structure & Governance

This document is divided into two parts. Part 1 is the Relief & Recovery Strategy. This part provides a summary of the COVID-19 context, sets out the purpose and structure of the approach, provides a governance structure for the City to implement the Plan and sets out the guiding principles during each phase of recovery.

Part 2 is the Implementation Plan. This part includes a summary of directives and requests that the City has received, the various stimulus packages and announcement from the State and Federal Government's and sets out the key actions that the City will be undertaking to provide relief and recovery from COVID-19.

The City is intending to form a new COVID-19 Relief & Recovery Committee to oversee the implementation of this Strategy and Implementation Plan. In line with this governance approach Part 1 of this document is intended to be adopted by Council. Part 2 is intended to be a live document that is updated and reported regularly to the City's COVID-19 Relief & Recovery Committee. Some actions in the Implementation Plan will be determined by the COVID-19 Committee and some will require formal decisions of Council. The COVID-19 Relief & Recovery Committee will also lead stakeholder engagement and communications with the community. This structure will allow the City to continuously monitor and respond to the changing nature of the COVID-19 pandemic.



1.3. Objectives & Principles

Objectives

The objective of this document are to:

Key Focus Area	Objective
Our Health & Wellbeing	Ensure the City monitors for and responds to new directives and manages the current and ongoing risks to public health. Raise awareness of public health messages in the community and with our key stakeholders.
Our Community	Monitor the impact of the COVID-19 pandemic on vulnerable groups, community groups, sporting clubs and our business community. Develop innovative approaches to support our community to recover.
Our Organisation	Monitor the impact of the COVID-19 pandemic on the City's operations. Reorient our organisation to recovery efforts and deliver on the Strategic Community Plan during recovery.



Principles

It is anticipated that there will be three key phases to recovery over the short, medium and long term. Some principles apply to all three phases of recovery, with further specific principles applying to each specific phase.

Overarching Principles

The following principles apply through all phases of recovery:

- Act in a highly responsive, comprehensive, coordinated and safe manner to ensure health and emergency management directives are implemented as the highest priority.
- Ensure consistent and regular communication with community and staff.
- Recognise, understand and action the support needed for vulnerable groups, community organisations, sporting clubs and local businesses.
- Recognise, understand and action the support needed for our workforce.
- Partner and collaborate with our key stakeholders to support relief and recovery.
- Deliver agile and responsive decision making through the establishment of the City's COVID-19 Committee.

Phase 1 – Short Term – Response & Relief

This phase is expected to last between March and April 2020. This phase of the recovery is focused on understanding and responding to the immediate changing impacts of COVID-19. The following principles apply to Phase 1:

- Realign and reprioritise the City's existing services, programs and projects.
- Understand the impact on the City's current 2019/20 budget and cash flow.
- Assess all available resources for relief and recovery efforts.
- Establish a framework for relief and recovery.

Phase 2 – Medium Term – Adapt

This phase is expected to last between March and June 2020. This phase of recovery is focused on adapting to the impacts of COVID-19. The following principles apply to Phase 2:

- Consider and implement medium term actions identified in the Implementation Plan through continuous review by the City's COVID-19 Relief & Recovery Committee.
- Forecast and plan for a significantly impacted 2020/21 budget.
- Refocus and redirect all available resources toward recovery.
- Restore services and access to community facilities where possible.
- Maintain connection in our community through innovative business practices, expansion of online communication and remote community building initiatives

- Remain responsive and adaptable to the changing needs of vulnerable groups, community organisations, sporting clubs and local businesses.
- Remain responsive and adaptable to the changing needs of our workforce and realign the City's existing workforce to recovery efforts.

Phase 3 – Long Term – Recovery

This phase is expected to last between March and December 2020 and beyond. The focus of this phase is integrating the impacts of COVID-19 into a new way of operating. The following principles apply to Phase 3:

- Consider and implement long term actions identified in the Implementation Plan through continuous review by the City's COVID-19 Committee.
- Reorient the way the City delivers services during and after COVID-19.
- Support economic rebound and social reconnection.
- Build on the resilience and innovation of our organisation and community developed during COVID-19.
- Consider the ongoing impacts and needs of vulnerable groups, community organisations, sporting clubs and local businesses.
- Consider the ongoing impacts and needs of our workforce.
- Reflect on performance during recovery in delivering on the Strategic Community Plan.

PART 2 – IMPLEMENTATION PLAN

2.1. Key Actions

	Key Action	Responsible Team	Support Team	Timing			Status	Weekly Update
				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	•			Beatty Park closed. Library & Local History Centre closed.	
	1.2 Communications Plan developed including community messaging through website, social media and display at the City's facilities.	Built Environment & Wellbeing	Beatty Park Library & Local History Centre	•			Currently implementing communications.	
	1.3 Maintain customer service support and consider a range of measures to support ongoing community engagement using online and innovative practices.	Built Environment & Wellbeing	Beatty Park Library & Local History Centre Customer Service	•			Migrate customer service to online tools and systems. Investigate Messenger use on website. Train customer service team to work in Messenger format. Phone placed at front counter listing extensions to be rung if customers come in.	
	1.4 Consider developing a local campaign for flu season vaccinations.	Built Environment & Wellbeing	Marketing		•		Currently considering.	
	1.5 Draft Public Health Plan, community education campaign and stakeholder engagement.	Built Environment & Wellbeing	Marketing		•	•	Currently drafting Plan.	
	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	•	•		In discussions.	
2. Our Community	2.1 Waive interest on all outstanding rates and a suspension of new debt collection activities.	Finance		•			Currently implementing.	
	2.2 Refund all cancelled bookings at City-owned properties or facilities.	Community Partnerships	Finance	•			Currently implementing.	

	Key Action	Responsible Team	Support Team	Timing			Status	Weekly Update
				Short	Medium	Long		
	2.3 Consideration of impacts of COVID-19 on City debtors.	Finance		•			Currently considering.	
	2.4 Move to fortnightly payment of creditors.	Finance		•			Currently considering.	
	2.5 Budget and financial strategy for 2020/21 to consider a 0% rate and fees and charges increase.	Finance			•		Currently considering.	
	2.6 Consider Expression of Interest for disbursement of significant Leederville Gardens trust funds to assist vulnerable residents impacted by COVID-19.	Finance	CEO Office	•			Currently considering. Report to Council 30 March 2020.	
	2.7 Expand Vincent Library e-book loans and Books on Wheels service.	Library & Local History Centre		•			Currently considering.	
	2.8 Expand Meals on Wheels Service.	Library & Local History Centre		•			Currently considering.	
	2.9 Migrate library services to online such as story time.	Library & Local History Centre		•			Currently considering.	
	2.10 Assess further need and support through reprioritisation of services and resources.	Library & Local History Centre		•			Currently considering.	
	2.11 Currently engaging with businesses and community groups impacted by COVID-19 to ascertain needs and hardship being experienced.	Policy & Place Community Partnerships		•			In discussions.	
	2.12 Launch buy local campaign to support our small businesses and provide social media support.	Marketing	Policy & Place	•			Launched and available at www.vincent.wa.gov.au/open-for-business-in-vincent .	
	2.13 Discuss with local businesses to implement changes to car parking to support take away and home delivery services.	Engineering	Policy & Place	•			Currently investigating.	
	2.14 Launched online planning applications for lodgement and tracking.	Development & Design	IT	•			Complete.	
	2.15 Expand Beaufort Street amnesty for change of use planning applications across Vincent.	Policy & Place	Development & Design	•			Currently considering.	

	Key Action	Responsible Team	Support Team	Timing			Status	Weekly Update
				Short	Medium	Long		
	2.16 Consider arts industry relief using developer contribution cash-in-lieu funds from Percent for Art fund.	Marketing	Policy & Place Development & Design	•			Currently considering.	
	2.17 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		•			Currently considering.	
	2.18 Consider timing of rollout of FOGO.	Waste		•			Currently considering. Report to Council 30 March 2020.	
	2.19 Maintain contact with clubs, community groups and stakeholder who use community facilities and sportsgrounds to assist in reviewing the financial and social impact of closures and cancellations.	Community Partnerships			•		Currently considering.	
	2.20 Maintain contact with local businesses to understand impacts and support local business adaptation to new requirements.	Policy & Place		•			In discussions.	
	2.21 Consider sponsorship, grants and relief packages for community groups, sporting clubs and local businesses.	Finance	Policy & Place Community Partnerships		•		Currently considering.	
	2.22 Consider events and initiatives to assist with economic rebound.	Policy & Place Marketing				•	Currently considering.	
3. Our Organisation	3.1 Maintain ability for Council Members, executive staff and community members to participate in Council Meetings.	Governance		•			Complete. Online platform to be used 30 March 2020.	
	3.2 Establish a Committee of Council to assisting responding effectively to COVID-19.	Governance		•			Currently considering. Report to Council 30 March 2020.	
	3.3 Realign and reprioritise services, projects, staff and resources towards relief and recovery. Develop new online community building initiatives.	All		•			Currently considering.	
	3.4 Bring forward planned asset maintenance programs.	Engineering Parks	Finance	•	•	•	Currently considering.	

	Key Action	Responsible Team	Support Team	Timing			Status	Weekly Update
				Short	Medium	Long		
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		•			Currently considering.	
3.6	Seek deferral of OAG performance audit of Information Technology.	Governance		•			Requested.	
3.7	Transition to remote working for all possible staff. Consider ways to support our workforce during this time including seeking opportunities to reallocate team members to recovery efforts and essential services.	Human Resources		•			Remote working complete. Currently considering reallocation of casual staff.	
3.8	Consider project readiness for potential State and Federal grant funding and further stimulus packages.	Engineering Policy & Place				•	Currently considering.	

2.2 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: 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: 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: www.dlgsc.wa.gov.au/docs/default-source/news/public-authorities-(delivery-of-goods-and-collection-of-rubbish-and-refuse)-directions.pdf .	

2.3 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: www.treasury.gov.au/coronavirus	
13 March 2020	Advice against holding non-essential public gatherings of more than 500 people from 16 March 2020: 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: 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: www.mediastatements.wa.gov.au/Pages/McGowan/2020/03/COVID-19-economic-response-Relief-for-businesses-and-households.aspx .	
18 March 2020	Non-essential indoor gathering limited to 100 people, social distancing of 1.5metres and hygiene measures required: 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: 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) 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: www.pm.gov.au/media/update-coronavirus-measures-24-March-2020	<ul style="list-style-type: none"> • Local businesses advised of this announcement

2.4 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.