



Kia Ora tātou,

We've compiled some information we hope will be helpful below. We are here to help so please don't hesitate to get in touch for a chat or to discuss how we might help you approach any issues.

Town Centre Manager Rana Judge is available on 027 274 6401 and manager@papatoetoemainstreet.org.nz and is always happy to hear from you.

Dealing with Omicron

As a business owner, there are steps you can take to protect your staff and customers against Omicron. A clear plan can potentially help lessen the impact as you focus on ultimately operating in a safe way.

At Phase Three

- anyone with symptoms must get a test
- confirmed cases need to isolate for 7 days after their symptoms first occurred or they received their positive test result, whichever ends sooner
- household contacts need to isolate at least until the confirmed case in their household has completed their 7 days of isolation as above
- all household contacts must test on day three and day seven or as soon as possible if they develop any symptoms
- if a household contact tests positive, they become a confirmed case themselves and must isolate for 7 days as above
- a person who was previously a confirmed case who has finished their 7 days isolation is not considered a household contact for a period of one month after their first day of isolation even if someone else in their household becomes a confirmed case

If a household contact is vaccinated and asymptomatic, they may be able to continue to work if they:

- work in a 'bubble of one', if they are not customer facing and follow strict health protocols ['Bubble of one' for workers who are contacts required to isolate](#)
- are a critical worker who provides a health service, managed isolation or quarantine service, emergency service or works for a critical service provider and follow strict health protocols (as per the Close Contact Exemption Scheme). [Close Contact Exemption Scheme](#)

Reduce the risk of COVID-19 infections at your business

- We all want to reduce the risk of contracting COVID-19, and there are simple steps business owners can take to limit the spread of the virus amongst workers, customers and other visitors.
- Understand the COVID-19 Protection Framework and how it affects your business. Follow all the rules, including physical distancing, face coverings, displaying NZ Covid Tracer posters and encouraging people to scan or sign in, and checking and verifying My Vaccine Passes, where required.

[COVID-19 Protection Framework overview](#)

- Support your employees to get vaccinated, including booster shots. Employment New Zealand has guidance on talking to employees about vaccination. Consider using the vaccination assessment tool to determine whether work at your business should be done by vaccinated people. Some sectors are covered by vaccination mandates.
- Understand the restrictions on your employees if they have symptoms, are confirmed cases, or are a household contact

[COVID-19 vaccination and employment](#) — Employment New Zealand

[Vaccination assessment tool](#)

[Vaccination mandates](#) — covid19.govt.nz

- Encourage healthy habits in your workplace – including reviewing and updating hygiene, cleaning and ventilation practices, and ensure they are being followed. Advice around good ventilation practices in relation to COVID-19 can be found on the Ministry of Health's website.

[COVID-19: Ventilation](#) — Ministry of Health

- Ensure staff stay at home if they are sick. Ask them to call the Healthline number [0800 358 5453](#) for advice and to arrange to get tested. The COVID-19 Short-Term Absence Payment provides financial support for businesses whose staff can't work from home while waiting for a test result.

[COVID-19 financial support](#)

- Make sure you and other leaders in your businesses set a good example, by following good hygiene practices and staying at home when you're sick too.
- All businesses have an obligation to protect workers and others impacted by their work from COVID-19 and other risks to their health and safety. WorkSafe has guidance on how to meet these obligations.

[COVID-19: Operating safely – what you need to think about](#) — WorkSafe

What financial support can I get?

New Zealand Government

Unite
against
COVID-19

New financial support for businesses affected by Omicron

organisations affected by the Omicron outbreak.

Each COVID Support Payment will be \$4000 per business plus \$400 per full-time employee, capped at 50 FTEs or \$24,000, this is the same rate as the most recent Transition Payment.

It will be available on a fortnightly basis for six weeks – so three payments in total. This reflects the international experience that the peak of the Omicron outbreak should pass after about six weeks. The Government will continue to closely monitor the situation and have the option to extend the payment if necessary.

- New targeted COVID-19 Support Payment for the most affected businesses. Applications for the first payment opened on 28 February.
- Top-up loan are available under the Small Business Cashflow Scheme. This will be available by the end of March.
- Flexibility on tax payment terms extended by Inland Revenue.

[Covid 19 support payment](#)

[Requesting financial relief](#)

[New financial support for businesses affected by Omicron - beehive.govt.nz](#)

The Minister of Finance has also announced changes to the period that can be used to calculate a revenue drop. In addition, it has been announced that the first payment would be open for at least 6 weeks.

COVID-19 Support Payment (CSP)

The CSP is a payment to help support viable and ongoing businesses or organisations which have experienced a 40% or more drop in revenue as a result of one or more of the following COVID-19 circumstances:

- the widespread presence of COVID-19 in the community in New Zealand
- the public health legislative measures taken in order to reduce the spread of COVID-19 in the New Zealand community
- any business circumstances that are, or are reasonably likely to be, a consequence of the circumstances described above.

Help while you're self-isolating

Many people will be able to self-isolate with help from whānau, family and friends but help is available for immediate and essential things if you need it. You can also get practical support and more from a community organisation near you.

You may be able to get:

- money for urgent costs, like food and groceries, essential items, medicine or bills that are higher than usual, like power. [You have to meet an income and asset test](#)
- help from community, iwi or Pacific organisations to get things done, including deliveries of things you need.

To apply head to: [Work and income](#)

Getting your Boosters shot

February is a critical month to get New Zealand boosted. Boosters help slow the spread of the virus, so more of us can stay well. And that helps free up our hospitals for other people who need care.

Two shots were great protection against Delta, but boosters are the best way to fight Omicron. That's why everyone who can needs to get boosted in February.

If you had your 2nd vaccination at least 3 months ago and you're 18 and over, get your booster ASAP. You can access a Pfizer booster dose in the same way as any other dose, booking online via www.BookMyVaccine.nz, visiting a walk-in or drive-thru vaccination clinic, or by calling the COVID Vaccination Healthline on 0800 28 29 26 (8am to 8pm, 7 days a week).

Find your nearest walk-in vaccination centre here:

<https://www.healthpoint.co.nz/covid-19-vaccination/>

You can find more information about booster doses on the website here:

<https://covid19.govt.nz/covid-19-vaccines/>

RATs for non-critical businesses, agencies and organisations

Businesses outside of the critical services groups can also use RATs as part of managing the health and safety of their workers in their response to COVID-19.

- Border workers should use RATs to meet their requirements under the Required Testing Order. BusinessNZ maintains a [list of commercial suppliers of RATs](#)
- [RATs approved by the Ministry](#).

Information on the processes to follow if an employee, customer or visitor becomes a confirmed or probable COVID-19 case or an employee is identified as a household contact of a person with COVID-19.

- [Guidance for workplaces with staff impacted by COVID-19](#)

Where to get a RAT – in Omicron Phase 3

Information on where to access and collect RATs in your area is available from [Healthpoint](#).

Free online from requestrats.covid19.health.nz if:

- you are feeling unwell or are a household contact, have access to a mobile phone and are able to pick up from a collection site (or have someone collect on your behalf).

Free from a collection site if:

- you are a border worker
- you are a vaccinated asymptomatic critical worker who has been identified as a close contact and need a test to go to work, and your work is part of the [Close Contact Exemption Scheme](#). You will need your order number
- you have ordered RATs through the rat requestor site.

Free from a Community Testing Centre if:

- you are feeling unwell or are a household contact.

Free from your doctor or community health provider if:

- they decide you should have one and you are feeling unwell or are at heightened risk of the effects of COVID-19.

Free from a participating pharmacy if:

- you are an asymptomatic unvaccinated person over 12 years and three months who is travelling domestically with a transport company that requires testing of unvaccinated individuals
- you are an asymptomatic unvaccinated person attending a court of law.

with your local pharmacy.

At your own cost from a retail store if:

- if you are not unwell or a household contact but want to get a RAT for other purposes
- if you are buying RATs online or in-store you need to check that they are approved one listed on the Ministry of Health's website.



Business Continuity Planning = Plan B

A business continuity plan (BCP) pinpoints the most important parts of your business, identifies potential risks to these critical pieces and prepares you to recover as quick and easy as possible. Contingency planning is a crucial part of continuity planning — it means having a backup if your original plan no longer works. It's your plan B.

Your BCP shouldn't be limited to what to do after a natural disaster. It should cover any risks or threats that could disrupt your most important business activities.

Business owners aren't legally required to do business continuity planning

likelihood that your business will survive — so it should be on your must-do list.

Other reasons to do BCP:

- It's a plus for potential buyers and investors — it shows you've thought about other scenarios than simply business-as-usual. It gives your staff confidence, especially if you get them involved in planning.
- It helps you spot good opportunities for your business now, e.g., outsourcing payroll.
- It could help you negotiate lower insurance premiums — the more resilient you are, the more likely insurers will consider you a lower risk.

For a detailed step-by-step guide to business continuity planning: [Click here](#)

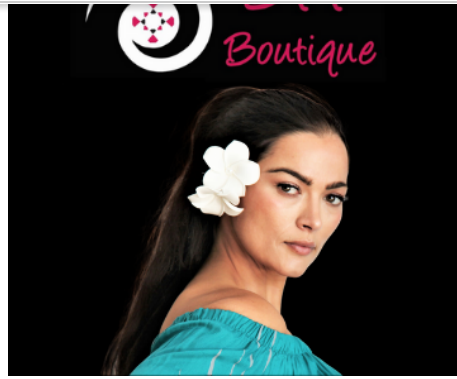
Businesses of the Month



The first shoutout of the month goes to **Kum Kum Collection** for making the Town Centre a diverse place to shop for high quality Indian wear. Having such a store in the Centre attracts the community to buy local and support small businesses.

They provide a wide range of styles that offer customers plenty of options to choose from. Their constant effort to provide frequent sales on their social media keeps the locals wanting to come back and interact with them online.

Visit them here: [Kum Kum Collection](#)

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Another shoutout goes to **BFF Boutique** who has been operating in Papatoetoe Town Centre for over 2 years now and also provide their services via online orders for improved customer service. The locals have the choice shop online from the comfort of your space in these times of an ongoing pandemic or indulge in retail therapy at the Papatoetoe Boutique.

With them you are guaranteed same terms & conditions and consumer policies on both platforms. Their engagement to their customer through digital channels is truly what uplifts the town centre as a trendy place for locals to shop.

Visit them here: [BFF Boutique](#)

If you would like your business to be featured in the next newsletter, send us your creative content to by clicking the button below.

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