



Shire of Northam  
*Heritage, Commerce and Lifestyle*

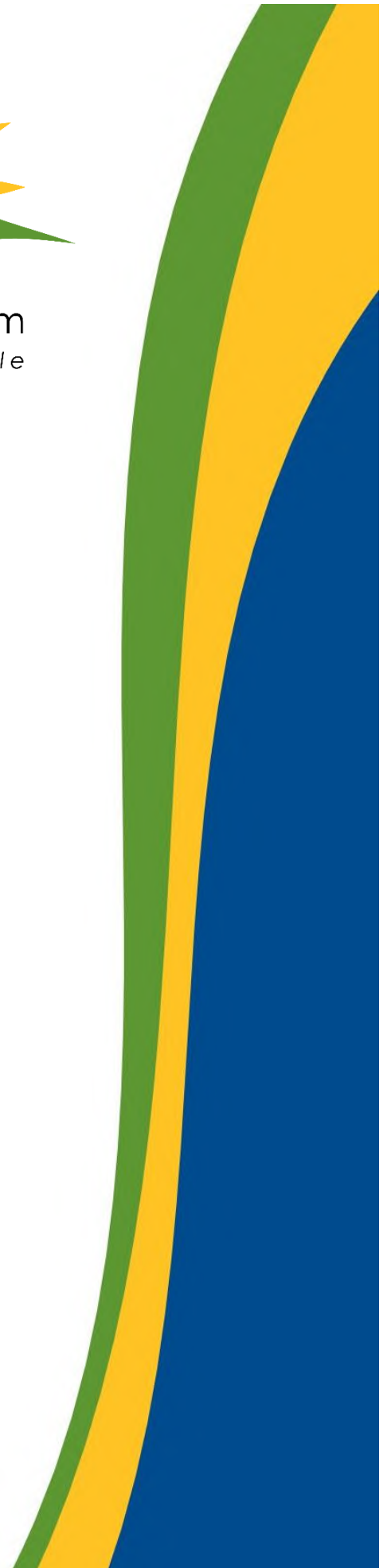
## **Shire of Northam**

### **Agenda**

### **Local Business Support**

### **Committee Meeting**

**08 June 2020**



**NOTICE PAPER**

**Local Business Support Committee Meeting**

**08 June 2020**

Committee Members

I inform you that Local Business Support Committee meeting will be held by on 08 June 2020 at 4:00pm in the Shire of Northam Council Chambers at 395 Fitzgerald Street, Northam WA 6401.

Yours faithfully



**Jason Whiteaker**  
**Chief Executive Officer**

## DISCLAIMER

This committee has been delegated authority by Council to receive and assess grant applications; and make a final determination on all grant applications received as part of the Local Business Support Grant Scheme.

This agenda has yet to be dealt with by the committee. The Recommendations shown at the foot of each item have yet to be considered by the committee and are not to be interpreted as being the position of the committee. The minutes of the meeting held to discuss this agenda should be read to ascertain the decision of the committee.

In certain circumstances members of the public are not entitled to inspect material, which in the opinion of the Chief Executive Officer is confidential, and relates to a meeting or a part of a meeting that is likely to be closed to members of the public.

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The Shire of Northam advises that anyone who has any application lodged with the Shire of Northam must obtain and should only rely on WRITTEN CONFIRMATION of the outcome of the application and any conditions attaching to the decision made by the Shire of Northam in respect of the application.

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## 1. DECLARATION OF OPENING

## 2. ATTENDANCE

### Committee:

Shire President	C R Antonio
Deputy Shire President	J E G Williams
Councillor	M P Ryan
Councillor	A J Mencshelyi

### Staff:

Community Development Officer	M Blackhurst
Executive Manager Community Services	R Rayson

### 3.1 APOLOGIES

Chief Executive Officer	J Whiteaker
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### 3.2 APPROVED LEAVE OF ABSENCE

Nil.

## 3. DISCLOSURE OF INTERESTS

*Members should fill in Disclosure of Interest forms for items in which they have a financial, proximity or impartiality interest and forward these to the Presiding Member before the meeting commences.*

A **financial interest** occurs where a Councillor / Committee Member, or a person with whom the Councillor / Committee Member is closely associated, has a direct or indirect financial interest in the matter. That is, the person stands to make a financial gain or loss from the decision, either now or at some time in the future.

An **indirect financial** interest includes a reference to a financial relationship between that person and another person who requires a Local Government decision in relation to the matter.

A person has a **proximity interest** in a matter if the matter concerns a proposed change to a planning scheme affecting land that adjoins the person's land; or a proposed change to the zoning or use of land that adjoins the person's land; or a proposed development (as defined in section 5.63(5)) of land that adjoins the person's land.

An **impartiality interest** means an interest that could, or could reasonably be perceived to, adversely affect the impartiality of the person having the interest and includes an interest arising from kinship, friendship or membership of an association.

Item Name	Item No.	Name	Type of Interest	Nature of Interest

#### 4. CONFIRMATION OF MINUTES

##### 5.1 COMMITTEE MEETING HELD 25 MAY 2020

###### RECOMMENDATION

That the minutes of the Local Business Support Committee meeting held on 25 May 2020 be confirmed as a true and correct record of that meeting.

## 5. COMMITTEE REPORTS

### 5.1 LOCAL BUSINESS SUPPORT GRANT SCHEME APPLICATIONS

<b>Address:</b>	N/A
<b>Owner:</b>	N/A
<b>Applicant:</b>	N/A
<b>File Reference:</b>	1.1.9.16
<b>Reporting Officer:</b>	Michelle Blackhurst, Community Development Officer
<b>Responsible Officer:</b>	Jason Whiteaker, Chief Executive Officer
<b>Officer Declaration of Interest:</b>	Michelle Blackhurst, Community Development Officer declares an Interest in Application 12, her business could be viewed as a competitor to the applicant. The Executive Manager Community Services undertook the assessment of this application.
<b>Voting Requirement:</b>	Simple Majority
<b>Press release to be issued:</b>	No

#### BRIEF

For the committee to assess and make a determination on a grant application received as part of the Local Business Support Grant Scheme.

#### ATTACHMENTS

Applications have been provided as a separate confidential attachment to this agenda/minutes.

#### A. BACKGROUND / DETAILS

The Business Support Grant Scheme Guidelines guides the application process and evaluation of the Business Support Grants.

Applications opened on Monday, 27 April 2020 and will remain open until further notice.

Shire of Northam has received seven applications for assessment by the Committee.

The following applications were received:

Applicant	Funding stream	Project	Amount requested
Application 11 - Angie Roe Photography	Up to \$10,000 for capital works projects, including preparation for upcoming Council projects, (matching dollar-for-dollar) to adapt to changing conditions	New computer	\$5,339.00
Application 12 - Eley Hooper Skin Therapist	Up to \$5,000 for increasing business opportunity and sustainability	Purchase of stock for business and advertising of business	\$5,000
Application 13 - Everlastings on Fitzgerald	Up to \$2,000 for individual businesses or \$10,000 for multiple businesses working together for investing in online and e-commerce activities	Website and professional photography service	\$2,000
Application 14 - Grass Valley Tavern	Up to \$10,000 for capital works projects, including preparation for upcoming Council projects, (matching dollar-for-dollar) to adapt to changing conditions	Completion of works stipulated for health and safety compliance to operate business	\$10,000
Application 15 - JLo Designs	Up to \$2,000 for training and professional development	Website development training to diversify business	\$2,000
Application 16 - Northam Caravan Park	Up to \$2,000 for individual businesses or \$10,000 for multiple businesses working together for investing in online and e-commerce activities	Refresh current website with new images and improve search engine optimism	\$2,000
Application 17 - Route 94 Bakers Hill	Up to \$5,000 for increasing business opportunity and sustainability	Logos and branding, new website and industry specific equipment	\$5,000

**B. CONSIDERATIONS**





**B.1 Strategic Community / Corporate Business Plan**

Theme Area: Economic Growth.

Outcome 1.1: The Shire of Northam is an attractive investment destination for a variety of economic sectors.

Outcome 1.2: Local businesses are valued and supported by investors and residents within the Shire of Northam.

**B.2 Financial / Resource Implications**

Council has allocated a budget of \$250,000 to fund the Business Support Grant Scheme. The officer recommendation is to support \$9,000 in grant funding.

**B.3 Legislative Compliance**

N/A

**B.4 Policy Implications**

N/A

**B.5 Stakeholder Engagement / Consultation**

N/A

**B.6 Risk Implications**

Risk Category	Description	Rating (likelihood x consequence)	Mitigation Action
Financial	Nil.		
Health & Safety	Nil.		
Reputation	Nil.		
Service Interruption	Nil.		
Compliance	Nil.		
Property	Nil.		
Environment	Nil.		

**C. OFFICER'S COMMENT**

Shire of Northam has received seven applications for assessment by the Committee.

A summary of the applications with officers comments are included as Confidential Attachment 5.1.1.

## RECOMMENDATION

That the Local Business Support Committee:

1. Approve the following grants:
  - a. Application 13 - Everlastings on Fitzgerald - \$2,000 (ex GST)
  - b. Application 15 - JLo Designs - \$2,000 (ex GST)
  - c. Application 17 - Route 94 Bakers Hill - \$5,000 (ex GST)
2. Do not approve the following grants:
  - a. Application 11 - Angie Roe Photography
  - b. Application 12 - Eley Hooper Skin Therapist
  - c. Application 14 - Grass Valley Tavern
  - d. Application 16 - Northam Caravan Park

## 6. URGENT BUSINESS APPROVED BY DECISION

Nil.

## 7. DATE OF NEXT MEETING

To be confirmed.

## 8. DECLARATION OF CLOSURE