



Shire of Northam
Heritage, Commerce and Lifestyle

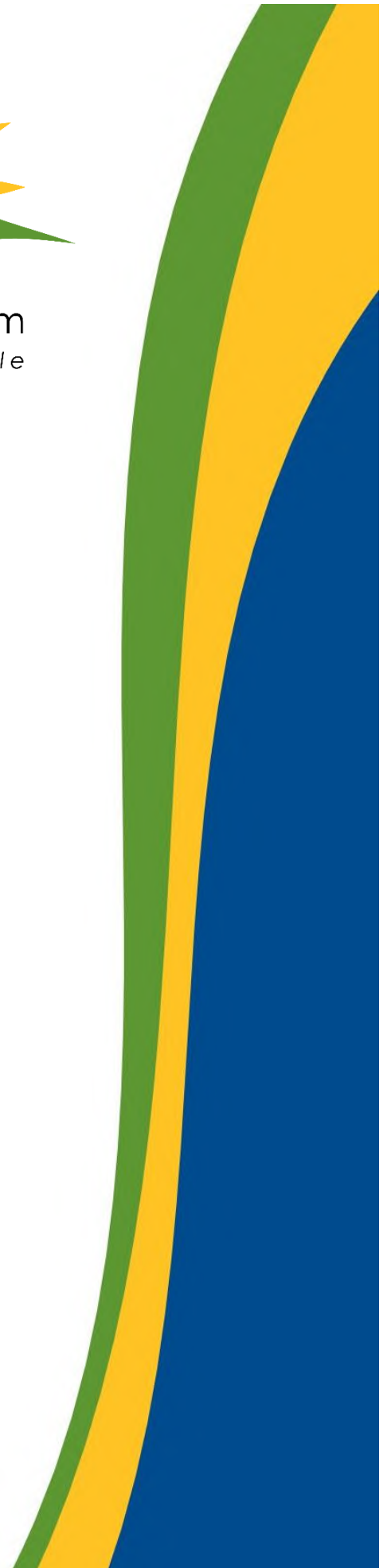
Shire of Northam

Agenda

Local Business Support

Committee Meeting

22 June 2020



NOTICE PAPER

Local Business Support Committee Meeting

22 June 2020

Committee Members

I inform you that Local Business Support Committee meeting will be held on 22 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.

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In particular and without derogating in any way from the broad disclaimer above, in any discussion regarding any planning application or application for a licence, any statement or intimation of approval made by any member or Officer of the Shire of Northam during the course of any meeting is not intended to be and is not taken as notice of approval from the Shire of Northam.

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

Deputy Shire President

Councillor

Councillor

C R Antonio

J E G Williams

M P Ryan

A J Mencshelyi

Staff:

Community Development Officer

Chief Executive Officer

M Blackhurst

J Whiteaker

3.1 APOLOGIES

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 08 JUNE 2020

RECOMMENDATION

That the minutes of the Local Business Support Committee meeting held on 08 June 2020 be confirmed as a true and correct record of that meeting.

5. COMMITTEE REPORTS

5.1 LOCAL BUSINESS SUPPORT GRANT SCHEME APPLICATIONS

Address:	N/A
Owner:	N/A
Applicant:	N/A
File Reference:	1.1.9.16
Reporting Officer:	Michelle Blackhurst, Community Development Officer
Responsible Officer:	Jason Whiteaker, Chief Executive Officer
Officer Declaration of Interest:	Michelle Blackhurst, Community Development Officer declares an Interest in Application 18, her business could be viewed as a competitor to the applicant. The Chief Executive Officer undertook the assessment of this application.
Voting Requirement:	Simple Majority
Press release to be issued:	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.

The Shire of Northam has received three applications for assessment by the Committee. Two additional applications were received, however they were not complete and require further information for assessment.

The following applications were received for assessment:

Applicant	Funding stream	Project	Amount requested
Application 18 Angie Roe Photography (resubmission)	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 19 Dokta Daycare and Vacation Care	Up to \$5,000 for increasing business opportunity and sustainability	Purchase of equipment	\$5,000.00
Application 20 J & A Building/Shed Boss	Up to \$5,000 for increasing business opportunity and sustainability	Signage to increase street presence of business.	\$5,000.00

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 officer's comments is included as Confidential Attachment 5.1.1.

Application 18

Applicant	Funding stream	Project	Amount requested
Angie Roe Photography (resubmission)	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

RECOMMENDATION

That the Local Business Support Committee approve a grant of \$2,400 (excluding GST) to the business 'Angie Roe Photography' for approximately 50% of the total project cost for the purchase of a new computer.

Application 19

Applicant	Funding stream	Project	Amount requested
Dokta Daycare and Vacation Care	Up to \$5,000 for increasing business opportunity and sustainability	Purchase of equipment	\$5,000

RECOMMENDATION

That the Local Business Support Committee do not approve a grant for the business 'Dakota Daycare and Vacation Care'.

Application 20

Applicant	Funding stream	Project	Amount requested
J & A Building/Shed Boss	Up to \$5,000 for increasing business opportunity and sustainability	Signage to increase street presence of business.	\$5,000.00

RECOMMENDATION

That the Local Business Support Committee approve a grant of \$4,200 (excluding GST) to the business 'J & A Building' to support the purchase of signage.

6. URGENT BUSINESS APPROVED BY DECISION

Nil.

7. DATE OF NEXT MEETING

To be confirmed.

8. DECLARATION OF CLOSURE