



Shire of Northam
Heritage, Commerce and Lifestyle

Shire of Northam

Minutes

Local Business Support

Committee Meeting

27 July 2020

UNCONFIRMED

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1. DECLARATION OF OPENING:

The Shire President Cr C R Antonio declared the meeting open at 4:34pm.

2. ATTENDANCE

Committee:

Shire President
Deputy Shire President
Councillor

C R Antonio
J E G Williams
M P Ryan

Staff:

Community Development Officer
Chief Executive Officer
Community Services Officer

M Blackhurst
J Whiteaker
J Budas

3.1 APOLOGIES

Councillor

A J Mencshelyi

3.2 APPROVED LEAVE OF ABSENCE

Nil.

3.3 ABSENT

Acting Executive Assistant

N Vinicombe

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.

*As defined in section 5.60A of the Local Government Act 1995, 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.*

*As defined in section 5.61 of the Local Government Act 1995, 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.*

As defined in section 5.60B of the Local Government Act 1995, 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.

As defined in 34C of the Local Government (Administration) Regulations 1996, 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 |
|---|----------|-----------------|------------------|---|
| Local Business Support Grant Applications | 5.1 | Cr M P Ryan | Impartiality | Applicants 36, 37, 38 and 39 are known to Cr Ryan |
| Local Business Support Grant Applications | 5.1 | Cr J E Williams | Impartiality | Applicants are known to Cr Williams |
| Local Business Support Grant Applications | 5.1 | Cr C R Antonio | Impartiality | Applicants are known to Cr Antonio |

4. CONFIRMATION OF MINUTES

4.1 COMMITTEE MEETING HELD 20 JULY 2020

RECOMMENDATION/COMMITTEE DECISION

Minute No: LBSC.46

Moved: Cr Williams

Seconded: Cr Ryan

That the minutes of the Local Business Support Committee meeting held on 20 July 2020 be confirmed as a true and correct record of that meeting.

CARRIED 3/0

5. COMMITTEE REPORTS

Cr M P Ryan declared an impartiality interest in 5.1 – Local Business Support Grant Scheme Applications as applicants 36, 37, 38 and 39 are known to him.

Cr J E Williams declared an impartiality interest in 5.1 – Local Business Support Grant Scheme Applications as the applicants are known to her.

Cr C R Antonio declared an impartiality interest in 5.1 – Local Business Support Grant Scheme Applications as the applicants are known to him.

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: | |
| 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 guide 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 Business Support Committee has assessed 36 applications to date and of these 28 have been approved at a value of \$75,887.

The following applications have been received and are being presented for assessment:

| Applicant | Funding stream | Project | Amount requested |
|---|--|--|------------------|
| Application 37 Avon-A-Ride | Up to \$5,000 for increasing business opportunity and sustainability | Radio Advertising | \$4,000 |
| Application 38 Laura's Wine Bar | Up to \$5,000 for increasing business opportunity and sustainability | Purchase TV and mount on wall | \$5,000 |
| Application 39 The Yoga Lounge Northam | Up to \$5,000 for increasing business opportunity and sustainability | New website and upgrade building signage | \$5,000 |
| Application 36 Summer Creek Restaurant and Brewery | Up to \$5,000 for increasing business opportunity and sustainability | Equipment maintenance/ adjustments | \$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 \$7, 600 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

A summary of the applications with officer's comments is included as Confidential Attachment 5.1.1.

Application 37

| Applicant | Funding stream | Project | Amount requested |
|-------------|--|-------------------|------------------|
| Avon-A-Ride | Up to \$5,000 for increasing business opportunity and sustainability | Radio Advertising | \$2,000 |

RECOMMENDATION

That the Local Business Support Committee approve a grant to the business 'Avon-A-Ride' of \$1,000 (excluding GST) for 50% of the cost for radio advertising, with Avon-A-Ride supplying the remaining \$1000.

COMMITTEE DECISION

Minute No: LBSC.47

Moved: Cr Williams

Seconded: Cr Ryan

That the Local Business Support Committee does not approve a grant to the business 'Avon-A-Ride'.

CARRIED 3/0

REASON FOR NOT SUPPORTING THE OFFICER'S RECOMMENDATION:

The Committee was of the view that short term advertising did not provide for sustainable outcomes; however, the Committee would consider the development of a marketing plan which would assist the business both now and into the future.

Application 38

| Applicant | Funding stream | Project | Amount requested |
|------------------|--|---------------------------------|------------------|
| Laura's Wine Bar | Up to \$5,000 for increasing business opportunity and sustainability | Purchasing TV and mount on wall | \$5,000 |

RECOMMENDATION/COMMITTEE DECISION

Minute No: LBSC.48

Moved: Cr Ryan

Seconded: Cr Antonio

That the Local Business Support Committee approve a grant to the business 'Laura's Wine Bar' of \$2,000 (excluding GST) to support the purchase of blinds and mounting of a TV at the premises.

CARRIED 2/1

Application 39

| Applicant | Funding stream | Project | Amount requested |
|-------------------------|--|--|------------------|
| The Yoga Lounge Northam | Up to \$5,000 for increasing business opportunity and sustainability | New website and upgrade building signage | \$5,000 |

RECOMMENDATION/COMMITTEE DECISION

Minute No: LBSC.49

Moved: Cr Williams

Seconded: Cr Ryan

That the Local Business Support Committee approve a grant to the business 'The Yoga Lounge Northam' of \$1,500 (excluding GST) for 50% of the cost to purchase a new website and pay for a professional photography session, and up to \$1,720 (excluding GST) for 50% of the cost of building signage upgrade.

CARRIED 3/0

Application 36

| Applicant | Funding stream | Project | Amount requested |
|-----------------------------------|--|--------------------------|------------------|
| Summer Creek Restaurant & Brewery | Up to \$5,000 for increasing business opportunity and sustainability | Concreting and equipment | \$5,000 |

RECOMMENDATION/COMMITTEE DECISION

Minute No: LBSC.50

Moved: Cr Williams

Seconded: Cr Ryan

That the Local Business Support Committee approve a grant to the business 'Summer Creek Restaurant & Brewery' of \$5,000 (excluding GST) for the cost to purchase brewing equipment to diversify business product.

CARRIED 3/0

6. URGENT BUSINESS APPROVED BY DECISION

Nil.

7. DATE OF NEXT MEETING

To be confirmed.

8. DECLARATION OF CLOSURE

There being no further business, the Shire President Cr C R Antonio declared the meeting closed at 5.26pm.

"I certify that the Minutes of the Local Business Support Committee held on 27 July 2020 have been confirmed as a true and correct record."

_____ President

_____ Date

