



Shire of Northam  
*Heritage, Commerce and Lifestyle*

## **Shire of Northam**

### **Minutes**

### **Local Business Support**

### **Committee Meeting**

**8 October 2020**

UNCONFIRMED

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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.

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LBSC

## 1. DECLARATION OF OPENING

The Shire President Cr Chris Antonio declared the meeting open at 3.08pm.

## 2. ATTENDANCE

### Committee:

Shire President

C R Antonio

Deputy Shire President

J E G Williams

Councillor

A J Mencshelyi

### Staff:

Chief Executive Officer

J Whiteaker

Acting Executive Assistant

N Vinicombe

Community Services Admin

J Budas

### Public Gallery

AutoPro Representative

Bevan Penny

AutoPro Representative

Tina Penny

### 2.1 APOLOGIES

Community Development Officer

M Blackhurst

### 2.2 APPROVED LEAVE OF ABSENCE

Nil.

### 2.3 ABSENT

Councillor

M P Ryan

## 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 SCHEME APPLICATIONS | 5.1      | Jordyn Budas         | Impartiality     | Applicant 69 is well known to Ms Budas  |
| LOCAL BUSINESS SUPPORT GRANT SCHEME APPLICATIONS | 5.1      | Cr Chris Antonio     | Impartiality     | Applicants 61, 63, 64, 68 and 69 are well known to Cr Antonio   |
| LOCAL BUSINESS SUPPORT GRANT SCHEME APPLICATIONS | 5.1      | Cr Julie Williams    | Impartiality     | Applicant 71 is known to Cr Williams, some of Applicant 62's staff are well known to Cr Williams, Cr Williams has had dealings with Applicant 65's group in her role with BHRPA, Applicant 67 is employed by the accounting firm Cr Williams uses (not related to this application) |
| LOCAL BUSINESS SUPPORT GRANT SCHEME APPLICATIONS | 5.1      | Cr Attila Mencshelyi | Impartiality     | Applicants 63, 69, 70 and 71 are known to Cr Mencshelyi   |
| LOCAL BUSINESS SUPPORT GRANT SCHEME APPLICATIONS | 5.1      | Cr Attila Mencshelyi | Financial        | Cr Mencshelyi's wife supplies produce to Applicant 68   |

#### 4. CONFIRMATION OF MINUTES

##### 4.1 COMMITTEE MEETING HELD 17 SEPTEMBER 2020

###### RECOMMENDATION/COMMITTEE DECISION

**Minute No: LBSC.76**

**Moved: Cr Williams**

**Seconded: Cr Mencshelyi**

**That the minutes of the Local Business Support Committee meeting held on 17 September 2020 be confirmed as a true and correct record of that meeting.**

**CARRIED 3/0**

## 5. COMMITTEE REPORTS

Ms Jordyn Budas declared an impartiality interest in 5.1 – LOCAL BUSINESS SUPPORT GRANT SCHEME APPLICATIONS as Applicant 69 is well known to Ms Budas.

Cr Chris Antonio declared an impartiality interest in 5.1 – LOCAL BUSINESS SUPPORT GRANT SCHEME APPLICATIONS as Applicants 61, 63, 64, 68 and 69 are well known to Cr Antonio.

Cr Julie Williams declared an impartiality interest in 5.1 – LOCAL BUSINESS SUPPORT GRANT SCHEME APPLICATIONS as Applicant 71 is known to Cr Williams, some of Applicant 62's staff are well known to Cr Williams, Cr Williams has had dealings with Applicant 65's group in her role with BHRPA, and Applicant 67 is employed by the accounting firm Cr Williams uses (not related to this application).

Cr Attila Mencshelyi declared an impartiality interest in 5.1 – LOCAL BUSINESS SUPPORT GRANT SCHEME APPLICATIONS as Applicants 63, 69, 70 and 71 are known to Cr Mencshelyi.

Cr Attila Mencshelyi declared a financial interest in 5.1 – LOCAL BUSINESS SUPPORT GRANT SCHEME APPLICATIONS as Cr Mencshelyi's wife supplies produce to Applicant 68.

### 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> |  |
| <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 grant applications received as part of the Local Business Support Grant Scheme.

## ATTACHMENTS

Attachment 1: Business Grants Spreadsheet

The Grant Assessment Summary has been provided as a separate confidential attachment to this agenda.

### 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 were closed Friday, 25 August 2020.

The Shire of Northam Business Support Committee has assessed 60 applications to date and of these 39 have been approved at a value of \$126,302.

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

| Applicant                             | Funding stream   | Project   | Amount requested |
|---------------------------------------|--|---|------------------|
| Applicant 61<br>Alan's Auto Electrics | Up to \$10,000 for capital works projects, including preparation for upcoming Council projects, (matching dollar-for-dollar) to adapt to changing conditions | Install new toilet block (includes shower)<br><br>Total Project cost \$13,035 | \$10,000         |
| Applicant 62<br>Autopro Northam       | Up to \$10,000 for capital works projects, including preparation for upcoming Council projects, (matching dollar-for-dollar) to adapt to changing conditions | Upgrade server and install 13 computers<br><br>Total Project cost \$27,397.83 | \$10,000         |
| Applicant 63<br>Avon Valley Glass     | Up to \$2,000 for individual businesses or \$10,000 for multiple businesses working together for increasing in online and e-commerce activities.             | Purchase of website<br><br>Total Project Cost \$1,549.90                      | \$1,549.90       |



|  |  |   |            |
|--|--|---|------------|
| Applicant 64<br>Avon Valley Isuzu                                    | Up to \$5,000 for increasing business opportunity and sustainability   | TV advertising campaign<br>Total Project cost<br>\$11,037.50                | \$6,037.50 |
| Applicant 65<br>Bakers Hill Out of School Hours Care Inc             | Up to \$10,000 for capital works projects, including preparation for upcoming Council projects, (matching dollar-for-dollar) to adapt to changing conditions | Ongoing vehicle costs<br><br>Total Project Cost<br>\$258,780                | \$10,000   |
| Applicant 66<br>Kindred Spirit Boutique and Gift                     | Up to \$5,000 for increasing business opportunity and sustainability   | Various projects<br>Total Project Cost<br>\$25,529.80                       | \$10,000   |
| Applicant 67<br>Life Force harmony                                   | Up to \$5,000 for increasing business opportunity and sustainability   | Purchase new website<br><br>Total Project Cost \$3,040                      | \$3,040    |
| Applicant 68<br>Lisa McDonald  | Up to \$2,000 for individual businesses or \$10,000 for multiple businesses working together for increasing in online and e-commerce activities.             | Website with E-commerce capability<br><br>Total Project Cost<br>\$12,019.95 | \$10,000   |
| Applicant 69<br>Lucys Tearooms<br><b>(Assessed by Jaime Hawkins)</b> | Up to \$5,000 for increasing business opportunity and sustainability   | Purchase marquee with business branding<br><br>Total Project Cost \$1,989   | \$1,989    |
| Applicant 70<br>Stewart's Good Price Pharmacy Warehouse Northam      | Up to \$5,000 for increasing business opportunity and sustainability   | Various projects<br><br>Total Project Cost<br>\$25,904.40                   | \$10,000   |
| Applicant 71<br>The Yoga Lounge Northam                              | Up to \$5,000 for increasing business opportunity and sustainability   | Purchase signage for building<br><br>Total Project Cost \$4,345             | \$1,780    |
| Applicant 72<br>Windward Balloon Adventures                          | Up to \$10,000 for capital works projects, including preparation for upcoming Council projects, (matching dollar-for-dollar) to adapt to changing conditions | Purchase Quad Burner<br><br>Total Project Cost<br>\$19,269.83               | \$10,000   |

## 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 \$54,686.15 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<br>(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 a separate confidential attachment.

The Business Grant Spreadsheet (Attachment 1) provides a summary of grant applications received so far, including project summary, grant amount

requested and grant amount received, and is included for background information on the Business Grants Scheme operation so far.

Officers have assessed the current round of applications and have submitted the following recommendations for each of the 12 applications.

Applicant 62 was moved forward for the benefit of those in the public gallery.

Applicant 62

| Applicant       | Funding stream   | Project   | Amount requested |
|-----------------|--|---|------------------|
| Autopro Northam | Up to \$10,000 for capital works projects, including preparation for upcoming Council projects, (matching dollar-for-dollar) to adapt to changing conditions | Upgrade server and install 13 computers<br><br>Total Project cost \$27,397.83 | \$10,000         |

#### RECOMMENDATION/COMMITTEE DECISION

**Minute No: LBSC.77**

**Moved: Cr Williams**

**Seconded: Cr Mencshelyi**

**That the Local Business Support Committee approve a grant of \$10,000 to the business 'Autopro Northam' for the upgrade of server and installation of 13 computers.**

**CARRIED 3/0**

The AutoPro Representatives discussed their upcoming extension project (200m<sup>2</sup> extension, significant carpark upgrade, staff and public amenities upgrade) and their additional request for funding to assist with the \$400,000 investment. The AutoPro Representatives discussed their heritage (founded in the 1980s) and their operations (19 local employees, family-run business that would struggle against competition provided by Bunnings and Repco). The Chief Executive Officer advised that the additional request could not be considered by the Local Business Support Committee as the committee can only provide grant funding up to \$10,000.

There was discussion regarding the CBD Heritage grant. The Chief Executive Officer advised that AutoPro were not eligible for this grant as it was primarily for the purpose of lifting the amenity of the CBD and related more specifically to heritage buildings within the CBD area.

The AutoPro Representatives left the meeting at 3.21pm.

Applicant 61

| Applicant             | Funding stream   | Project   | Amount requested |
|-----------------------|--|---|------------------|
| Alan's Auto Electrics | Up to \$10,000 for capital works projects, including preparation for upcoming Council projects, (matching dollar-for-dollar) to adapt to changing conditions | Install new toilet block (includes shower)<br><br>Total Project cost \$13,035 | \$10,000         |

**RECOMMENDATION**

**That the Local Business Support Committee DOES NOT approve a grant to the business 'Alan's Auto Electrics' for the installation of new toilet block.**

**COMMITTEE DECISION**

**Minute No: LBSC.78**

**Moved: Cr Williams**

**Seconded: Cr Mencshelyi**

**That the Local Business Support Committee approve a grant to the business 'Alan's Auto Electrics' of \$6,517.50 for the installation of new toilet block.**

**CARRIED 3/0**

**REASON FOR NOT SUPPORTING THE OFFICER'S RECOMMENDATION**

The Committee formed a view that the application did meet the criteria as specified in the local business grant terms and conditions.

Applicant 63

| Applicant         | Funding stream   | Project  | Amount requested |
|-------------------|--|--|------------------|
| Avon Valley Glass | Up to \$2,000 for individual businesses or \$10,000 for multiple businesses working together for increasing in online and e-commerce activities. | Purchase of website<br><br>Total Project Cost \$1,549.90 | \$1,549.90       |

**RECOMMENDATION/COMMITTEE DECISION**

**Minute No: LBSC.79**

**Moved: Cr Williams  
Seconded: Cr Mencshelyi**

**That the Local Business Support Committee approve a grant of \$1,549.90 to the business 'Avon Valley Glass' for the purchase of website.**

**CARRIED 3/0**

Applicant 64

| Applicant         | Funding stream   | Project   | Amount requested |
|-------------------|--|---|------------------|
| Avon Valley Isuzu | Up to \$5,000 for increasing business opportunity and sustainability | TV advertising campaign<br><br>Total Project cost \$11,037.50 | \$6,037.50       |

**RECOMMENDATION/COMMITTEE DECISION**

**Minute No: LBSC.80**

**Moved: Cr Mencshelyi  
Seconded: Cr Williams**

**That the Local Business Support Committee DOES NOT approve a grant to the business 'Avon Valley Isuzu'.**

**CARRIED 3/0**

Applicant 65

| Applicant                                | Funding stream   | Project   | Amount requested |
|--|--|---|------------------|
| Bakers Hill Out of School Hours Care Inc | Up to \$10,000 for capital works projects, including preparation for upcoming Council projects, (matching dollar-for-dollar) to adapt to changing conditions | Ongoing vehicle costs<br><br>Total Project Cost \$258,780 | \$10,000         |

**RECOMMENDATION/COMMITTEE DECISION**

**Minute No: LBSC.81**

**Moved: Cr Mencshelyi  
Seconded: Cr Williams**

**That the Local Business Support Committee DOES NOT approve a grant to the business 'Bakers Hill Out of School Hours Care Inc'.**

**CARRIED 3/0**

Applicant 66

| Applicant                        | Funding stream   | Project  | Amount requested |
|----------------------------------|--|--|------------------|
| Kindred Spirit Boutique and Gift | Up to \$5,000 for increasing business opportunity and sustainability | Various projects<br>Total Project Cost \$25,529.80 | \$10,000         |

**RECOMMENDATION/COMMITTEE DECISION**

**Minute No: LBSC.82**

**Moved: Cr Mencshelyi  
Seconded: Cr Williams**

**That the Local Business Support Committee approve a grant of \$7,706 to the business 'Kindred Spirit Boutique and Gift' for the purchase of E-commerce Training and Mentoring and Redevelopment of Website Design and training of Shopify website practises.**

**CARRIED 3/0**

Applicant 67

| Applicant          | Funding stream   | Project  | Amount requested |
|--------------------|--|--|------------------|
| Life Force harmony | Up to \$5,000 for increasing business opportunity and sustainability | Purchase new website<br><br>Total Project Cost \$3,040 | \$3,040          |

**RECOMMENDATION/COMMITTEE DECISION**

**Minute No: LBSC.83**

**Moved: Cr Mencshelyi  
Seconded: Cr Williams**

**That the Local Business Support Committee approve a grant of \$3,040 to the business 'Life Force harmony' for the purchase of a website.**

**CARRIED 3/0**

The recommendation regarding Applicant 68 was moved to the end of item 5.1 as Cr Mencshelyi declared a financial interest in the item.

Applicant 69

| Applicant      | Funding stream   | Project  | Amount requested |
|----------------|--|--|------------------|
| Lucys Tearooms | Up to \$5,000 for increasing business opportunity and sustainability | Purchase marquee with business branding<br><br>Total Project Cost \$1989 | \$1,989          |

**RECOMMENDATION/COMMITTEE DECISION**

**Minute No: LBSC.84**

**Moved: Cr Williams  
Seconded: Cr Mencshelyi**

**That the Local Business Support Committee approve a grant of \$1,989 to the business 'Lucys Tearooms' for the purchase of a marquee with business branding.**

**CARRIED 3/0**

Applicant 70

| Applicant                                       | Funding stream   | Project  | Amount requested |
|---|--|--|------------------|
| Stewart's Good Price Pharmacy Warehouse Northam | Up to \$5,000 for increasing business opportunity and sustainability | Various projects<br><br>Total Project Cost \$25,904.40 | \$10,000         |

**RECOMMENDATION**

**That the Local Business Support Committee DOES NOT approve a grant to the business 'Stewart's Good Price Pharmacy Warehouse Northam'.**

**COMMITTEE DECISION**

**Minute No: LBSC.85**

**Moved: Cr Williams**

**Seconded: Cr Mencshelyi**

**That the Local Business Support Committee approve a grant of \$8,667.30 for the installation of security gates to the business 'Stewart's Good Price Pharmacy Warehouse Northam'.**

**CARRIED 3/0**

**REASON FOR NOT SUPPORTING THE OFFICER'S RECOMMENDATION**

The Committee advised that, similar to the item in the rescission motion in item 5.2 – NOTICE OF RESCISSION MOTION, 'Stewart's Good Price Pharmacy Warehouse Northam' intended on using the grant funding to improve security measures at the facility, which the Committee felt was a justified use of the grant funds.



The recommendation regarding Applicant 71 was put on hold while the Community Development Officer retrieved information regarding the submission.

Applicant 72

| Applicant                   | Funding stream   | Project  | Amount requested |
|-----------------------------|--|--|------------------|
| Windward Balloon Adventures | Up to \$10,000 for capital works projects, including preparation for upcoming Council projects, (matching dollar-for-dollar) to adapt to changing conditions | Purchase Quad Burner<br><br>Total Project Cost \$19,269.83 | \$10,000         |

**RECOMMENDATION**

**That the Local Business Support Committee approve a grant of \$9,635 (being 50%) to the business 'Windward Balloon Adventures' for the purchase of a Quad Burner.**

**COMMITTEE DECISION**

**Minute No: LBSC.86**

**Moved: Cr Mencshelyi  
 Seconded: Cr Williams**

**That the Local Business Support Committee DOES NOT approve a grant to the business 'Windward Balloon Adventures' for the purchase of a Quad Burner.**

**CARRIED 3/0**

**REASON FOR NOT SUPPORTING THE OFFICER'S RECOMMENDATION**

The Committee felt that as the applicant had clearly advised staff that the Quad Burner had already been ordered/purchased, the grant application was in effect a retrospective application, and therefore did not meet the terms and conditions as specified by the local business support grant scheme.

Applicant 71

| Applicant               | Funding stream   | Project   | Amount requested |
|-------------------------|--|---|------------------|
| The Yoga Lounge Northam | Up to \$5,000 for increasing business opportunity and sustainability | Purchase signage for building<br><br>Total Project Cost \$4,345 | \$1,780          |

**RECOMMENDATION/COMMITTEE DECISION**

**Minute No: LBSC.87**

**Moved: Cr Williams**

**Seconded: Cr Mencshelyi**

**That the Local Business Support Committee does not approve a grant to the business 'The Yoga Lounge Northam' for the purchase of signage for building.**

**CARRIED 3/0**

Clarification was sought regarding whether 'The Yoga Lounge Northam' had been advised by staff that resubmitting an application with further quotes would ensure a successful application. The Chief Executive Officer advised that staff would not have advised the applicant in such a manner, and that all applicants prompted to re-submit did so with the expectation that the re-submission would be assessed as per normal.

**5.2 NOTICE OF RESCISSION MOTION**

Part 16 of the Shire of Northam Standing Orders local law outlines the procedure for Council to rescind previous decisions.

Clause 10 of the Local Government (Administration) Regulations requires that a notice of motion from an elected member, along with 1/3 of the committee (in this instance) supporting the proposal to revoke, is required in order for the motion to be considered. This has been received and satisfied.

The rescission motion relates to minute number LBCS.71, per below:

**COMMITTEE DECISION**

**Minute No: LBSC.71**

**Moved: Cr Williams**

**Seconded: Cr Mencshelyi**

**That the Local Business Support Committee does not approve a grant to the business 'Northam Workers Club'.**

**CARRIED 3/0**

**NOTICE OF MOTION #1/COMMITTEE DECISION**

**Minute No: LBSC.88**

**Moved: Cr Williams**

**Seconded: Cr Mencshelyi**

**That the Local Business Support Committee rescind minute number LBSC.71, which does not approve a grant for the Northam Workers Club.**

**ABSOLUTE MAJORITY (3) REQUIRED  
CARRIED 3/0**

Cr Williams advised that the notice of motion to rescind the decision came about due to a comment made by Council staff at the Community Safety Committee, expressing that CCTV installation 'are currently available through the small business grants'.

**NOTICE OF MOTION #2/COMMITTEE DECISION**

**Minute No: LBSC.89**

**Moved: Cr Williams**

**Seconded: Cr Mencshelyi**

**That the Local Business Support Committee approve a grant of \$4,335 to the business 'Northam Workers Club' for the installation of CCTV and exterior carpark lighting.**

**CARRIED 3/0**

Cr Mencshelyi left the room at 4.02pm.

Applicant 68

| Applicant     | Funding stream   | Project  | Amount requested |
|---------------|--|--|------------------|
| Lisa McDonald | Up to \$2,000 for individual businesses or \$10,000 for multiple businesses working together for increasing in online and e-commerce activities. | Website with E-commerce capability<br><br>Total Project Cost \$12,019.95 | \$10,000         |

**RECOMMENDATION/COMMITTEE DECISION**

**Minute No: LBSC.90**

**Moved: Cr Williams**

**Seconded: Cr Antonio**

**That the Local Business Support Committee approve a grant of \$1,939.95 to the business 'Lisa McDonald' for the purchase of a website.**

**CARRIED 2/0**

Cr Mencshelyi entered the room at 4.04pm.



### Attachment 1 – Business Grants Spreadsheet

| SKA | CR   | ORGANISATION   | FUNDING STREAM \$  | PROJECT   | AMOUNT REQUESTED | APPROVED \$ | GST?     | TOTAL      |
|-----|------|--|--|---|------------------|-------------|----------|------------|
| A1  | D286 | 2 Days Café  | Up to \$1,000 for financial planning advice  | Financial Assistance with Legal advice with negotiating with landlord and lease | \$1,000.00       | \$320.00    | \$32.00  | \$352.00   |
| A2  | F173 | Farm Life Fitness                                      | Up to \$5,000 for increasing business opportunity and sustainability   | Development of website to run online fitness program                            | \$2,814.90       | \$2,120.00  | \$0.00   | \$2,120.00 |
| A3  | H272 | Happy Days Coffee Pot                                  | Up to \$1,000 for financial planning advice  | Financial Assistance with Legal advice with negotiating with landlord and lease | \$1,000.00       | \$400.00    | \$40.00  | \$440.00   |
| A4  | M416 | Mind your Money (formerly Specialised Office Services) | Up to \$2,000 for individual businesses for investing in online and e-commerce activities  | Develop a website with bookings functionality                                   | \$2,000.00       | \$980.00    | \$98.00  | \$1,078.00 |
| A5  | M89  | Morris Pest and Weed Control                           | Up to \$5,000 for increasing business opportunity and sustainability   | Re-establish website and training cost to offer a new employment opportunity    | \$3,800.00       | \$2,900.00  | \$290.00 | \$3,190.00 |
| A6  | N190 | Northam Autos (t/as Northam Holden, Mazda & Suzuki)    | Up to \$10,000 for capital works projects, including preparation for upcoming Council projects, (matching dollar-for-dollar) to adapt to changing conditions | Purchase dianostic equipment that will assist with the other brands of vehicles | \$7,989.00       | \$4,000.00  | \$0.00   | \$4,000.00 |
| A7  | P327 | Professionals Avon Valley                              | Up to \$2,000 for training and professional development  | Train receptionist to become a property manager                                 | \$510.00         | \$510.00    | \$0.00   | \$510.00   |
| A8  |      | Spectrum Celebrations                                  | Up to \$2,000 for training and professional development  | Increase advertising in the local area  | \$1,800.00       | \$0.00      | \$0.00   | \$0.00     |

|     |      |                                    |  |   |                    |            |          |            |
|-----|------|------------------------------------|--|---|--------------------|------------|----------|------------|
| A9  | C11  | Caddis Fashions Sportfirst Northam | Up to \$2,000 for individual businesses or \$10,000 for multiple businesses working together for investing in online and e-commerce activities.              | Purchase of photography and display equipment to improve online shopping experience | \$2,000.00         | \$920.00   | \$0.00   | \$920.00   |
| A10 | R188 | Riverside Hotel                    | up to \$5,000 for increasing business opportunity and sustainability   | Development of website, new signage and radio advertising                           | \$5,000.00         | \$1,920.00 | \$192.00 | \$2,112.00 |
|     |      |                                    |  |   | <b>\$14,070.00</b> |            |          |            |
| A11 | R589 | 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         | \$0.00     | \$0.00   | \$0.00     |
| A12 |      | Eley Hooper Skin Therapist         | Up to \$5,000 for increasing business opportunity and sustainability   | Purchase of stock for business and advertising of business                          | \$5,000.00         | \$0.00     | \$0.00   | \$0.00     |
| A13 | E61  | 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  | \$2,000.00         | \$2,000.00 | \$200.00 | \$2,200.00 |
| A14 | G207 | 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 | \$10,000.00        | \$0.00     | \$0.00   | \$0.00     |
| A15 | J111 | JLo Designs                        | Up to \$2,000 for training and professional development  | Website development training to diversify business                                  | \$2,000.00         | \$2,000.00 | \$0.00   | \$2,000.00 |
| A16 | N51  | 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          | \$2,000.00         | \$0.00     | \$0.00   | \$0.00     |

|     |      |   |  |   |                   |             |            |             |
|-----|------|---|--|---|-------------------|-------------|------------|-------------|
| A17 | R73  | Route 94 Bakers Hill                              | Up to \$5,000 for increasing business opportunity and sustainability   | Logos and branding, new website and industry specific equipment   | \$5,000.00        | \$5,000.00  | \$500.00   | \$5,500.00  |
|     |      |   |  |   | <b>\$9,000.00</b> |             |            |             |
| A18 | R589 | **RESUBMISSION ** Angie Roe Photography           | Up to \$10,000 for capital works projects, including preparation for upcoming Council projects,  | New computer  | \$5,339.00        | \$2,400.00  | \$0.00     | \$2,400.00  |
| A19 |      | Dokta Daycare and Vacation Care                   | Up to \$5,000 for increasing business opportunity and sustainability   | Purchase of equipment   | \$5,000.00        | \$0.00      | \$0.00     | \$0.00      |
| A20 | J89  | 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        | \$2,630.00  | \$263.00   | \$2,893.00  |
|     |      |   |  |   | <b>\$5,030.00</b> |             |            |             |
| A21 | A151 | Autopro Northam                                   | Up to \$5,000 for increasing business opportunity and sustainability   | "activity book" containing business information, parks/playground equipment in the area, activity sheets for children | \$5,000.00        | \$0.00      | \$0.00     | \$0.00      |
| A22 | B13  | Bakers Hill Rural Supplies & Hardware             | Up to \$10,000 for capital works projects, including preparation for upcoming Council projects, (matching dollar-for-dollar) to adapt to changing conditions | To build under-cover storage for stock  | \$10,000.00       | \$10,000.00 | \$1,000.00 | \$11,000.00 |
| A23 |      | Bakers Hill Pie Shop                              | Up to \$5,000 for increasing business opportunity and sustainability   | Purchase a commercial dishwasher  | \$5,000.00        | \$4,410.00  |            |             |
| A24 | C436 | Confetti & Co.                                    | Up to \$2,000 for individual business or \$10,000 for multiple businesses working together for investing in online and e-commerce activities                 | Refresh current website and strategic planning  | \$2,000.00        | \$1,400.00  | \$140.00   | \$1,540.00  |
| A25 |      | **RESUBMISSION ** Dokta Daycare and Vacation Care | Up to \$5,000 for increasing business opportunity and sustainability   | Purchase of equipment to open day care to babies and toddlers   | \$5,000.00        | \$2,000.00  |            |             |

|     |      |  |  |  |                    |             |          |            |
|-----|------|--|--|--|--------------------|-------------|----------|------------|
| A26 | H276 | **RESUBMISSION ** Eley Hooper Skin Therapist | Up to \$5,000 for increasing business opportunity and  | Purchase of advanced training and  | \$5,000.00         | \$2,598.00  | \$0.00   | \$2,598.00 |
| A27 | F175 | Fox and Hen Handmade Crafts                  | Up to \$2,000 for individual businesses or \$10,000 for multiple businesses working together for investing in online and e-commerce activities.              | Website creation for online presence   | \$1,862.00         | \$1,862.00  | \$0.00   | \$1,862.00 |
| A28 | R28  | In Balance Physiotherapy and Fitness         | Up to \$5,000 for increasing business opportunity and sustainability   | Software upgrade to enable business diversification  | \$5,000.00         | \$5,000.00  | \$500.00 | \$5,500.00 |
| A29 | N51  | 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                           | \$2,000.00         | \$1,945.00  | \$0.00   | \$1,945.00 |
| A30 | Q10  | Quin's Gourmet Butchers                      | Up to \$5,000 for increasing business opportunity and sustainability   | Purchase of Laptop to be used for instant messaging, accessing emails at the shop and staff training | \$1,500.00         | \$1,500.00  | \$0.00   | \$1,500.00 |
|     |      |  |  |  | <b>\$30,715.00</b> |             |          |            |
| A31 | A511 | Avon Valley Creators Collective              | Up to \$5,000 for increasing business opportunity and sustainability   | Purchase POS System  | \$5,000.00         | \$1,480.00  | \$0.00   | \$1,480.00 |
| A32 | C179 | Café Yasou                                   | Up to \$5,000 for increasing business opportunity and sustainability   | Purchase POS System - initial purchase cost, staff training  | \$5,000.00         | \$2,426.00  | \$242.60 | \$2,668.60 |
| A33 |      | Northam Optical                              | Up to \$10,000 for capital works projects, including preparation for upcoming Council projects, (matching dollar-for-dollar) to adapt to changing conditions | Purchase equipment to diagnose optic nerve disorders   | \$10,000.00        | \$10,000.00 |          |            |
| A34 | N125 | Northam Travel and Cruise                    | Up to \$5,000 for increasing business opportunity and sustainability   | Revamp website, include new addition of Tour finder and cruise booking engine                        | \$5,000.00         | \$1,454.00  |          |            |



|     |      |                                  |  |   |                    |             |          |            |
|-----|------|----------------------------------|--|---|--------------------|-------------|----------|------------|
| A35 |      | **RESUBMISSION ** Spectrum Celeb | Up to \$2,000 for training and professional development  | Increase advertising in the local area                  | \$1,800.00         | \$1,712.00  | \$0.00   | \$1,712.00 |
| A36 | S535 | Summer Creek Restaurant and Bre  | Up to \$5,000 for increasing business opportunity and sustainability   | Small bottling plant for offsite sales/door sales       | \$5,000.00         | \$0.00      |          |            |
|     |      |                                  |  |   | <b>\$17,072.00</b> |             |          |            |
| A37 |      | Avon a Ride                      | Up to \$5,000 for increasing business opportunity and sustainability   | Advertising   | \$2,000.00         | \$0.00      |          |            |
| A38 |      | Laura's Wine Bar                 | Up to \$5,000 for increasing business opportunity and sustainability   | Purchasing TV to mount on wall, and blinds              | \$5,000.00         | \$2,000.00  |          |            |
| A39 |      | The Yoga Lounge Northam          | Up to \$5,000 for increasing business opportunity and sustainability   | Purchase website and upgrade building signage           | \$5,000.00         | \$3,220.00  | \$322.00 | \$3,542.00 |
| A36 | S535 | Summer Creek Restaurant and Bre  | Up to \$5,000 for increasing business opportunity and sustainability   | Small bottling plant for offsite sales/door sales       | \$5,000.00         | \$5,000.00  |          |            |
|     |      |                                  |  |   | <b>\$10,220.00</b> |             |          |            |
| A40 |      | Better Health Support            | Up to \$2,000 for individual businesses or \$10,000 for multiple businesses working together for investing in online and e-commerce activities               | Purchase of website                                     | \$2,000.00         | \$1,950.00  |          |            |
| A41 |      | Beyond Cabinets & Renovations    | Up to \$10,000 for capital works projects, including preparation for upcoming Council projects, (matching dollar-for-dollar) to adapt to changing conditions | Build factory new workshop include showroom and offices | \$10,000.00        | \$10,000.00 |          |            |
| A42 |      | Jobs for Mark                    | Up to \$2,000 for individual businesses or \$10,000 for multiple businesses working together for investing in online and e-commerce activities               | Develop of website                                      | \$2,000.00         | \$2,000.00  |          |            |
| A43 |      | Northam Church of Christ         | Up to \$10,000 for capital works projects, including preparation for upcoming Council projects, (matching dollar-for-dollar) to adapt to changing conditions | Hold 2 workshops and purchase laser projectors          | \$4,050.00         | \$0.00      |          |            |

|            |  |   |  |                                |                    |             |  |  |
|------------|--|---|--|--------------------------------|--------------------|-------------|--|--|
| <b>A44</b> |  | Northam Race Club                       | Up to \$10,000 for capital works projects, including preparation for upcoming Council projects, (matching dollar-for-dollar) to adapt to changing conditions | Purchase event venue equipment | \$7,185.20         | \$0.00      |  |  |
| <b>A45</b> |  | Physio-Chi - Jenny Lucy Physiotherapist | Up to \$5,000 for increasing business opportunity and sustainability   | Upgrade current website        | \$5,000.00         | \$2,000.00  |  |  |
| <b>A46</b> |  | Whittington Electrical Contracting      | Up to \$5,000 for increasing business opportunity and sustainability   | Purchase Imac system           | \$2,799.00         | \$0.00      |  |  |
| <b>A47</b> |  | Way Signs                               | Up to \$10,000 for capital works projects, including preparation for upcoming Council projects, (matching dollar-for-dollar) to adapt to changing conditions | Purchasing new equipment       | \$10,000.00        | \$10,000.00 |  |  |
|            |  |   |  |                                | <b>\$25,950.00</b> |             |  |  |

UNCONFIRMED



| ORGANISATION |                                   | FUNDING STREAM \$  | PROJECT  | AMOUNT REQUESTED \$ | APPROVED \$ | GST?   | TOTAL  |
|--------------|-----------------------------------|--|--|---------------------|-------------|--------|--------|
| A48          | ** RESUBMISSION** Autopro Northam | Up to \$5,000 for increasing business opportunity and sustainability   | "activity book" containing business information, parks/playground equipment in the area, activity sheets for children. | \$5,000.00          | \$0.00      | \$0.00 | \$0.00 |
| A49          | B19 Boulevard Fine Jewellery      | Up to \$5,000 for increasing business opportunity and sustainability   | Purchase jewellery welder  | \$5,000.00          | \$5,000.00  |        |        |
| A50          | Christine Dunkerton Loan Market   | Up to \$5,000 for increasing business opportunity and sustainability   | Purchase laptop, portable printer, software  | \$3,612.97          | \$0.00      | \$0.00 | \$0.00 |
| A51          | Northam Sports Power              | Up to \$5,000 for increasing business opportunity and sustainability   | Purchase Vinyl imprint machine   | \$5,000.00          | \$5,000.00  |        |        |
| A52          | Peter Byfield                     | Up to \$2,000 for individual businesses or \$10,000 for multiple businesses working together for increasing in online and e-commerce activities. | Purchase upto date website and laptop  | \$2,000.00          | \$0.00      | \$0.00 | \$0.00 |
| A53          | Studio Luxe Brows & Beauty        | Up to \$5,000 for increasing business opportunity and sustainability   | Purchase POS System and laptop   | \$2,497.58          | \$1,745.00  |        |        |
| A54          | The Engagement Academy            | Up to \$5,000 for increasing business opportunity and sustainability   | Specialised support in online course building  | \$5,000.00          | \$2,500.00  |        |        |
|              |                                   |  |  |                     | \$14,245.00 |        | \$0.00 |
| A55          | Northam Craft Centre              | Up to \$5,000 for increasing business opportunity and sustainability   | New branding of shopfront  | \$5,000.00          | \$2,013.00  |        |        |
| A56          | Northam Florist                   | Up to \$5,000 for increasing business opportunity and sustainability   | Rebranding & updating current website  | \$4,259.50          | \$2,129.75  |        |        |
| A57          | Northam Workers Club              | Up to \$5,000 for increasing business opportunity and sustainability   | Installation of CCTV and exterior carpark lighting   | \$4,335.00          | \$0.00      | \$0.00 |        |
| A52          | Peter Byfield                     | Up to \$2,000 for individual businesses or \$10,000 for multiple businesses working together for increasing in online and e-commerce activities. | Purchase upto date website and laptop  | \$2,000.00          | \$0.00      | \$0.00 |        |
| A58          | SAFE Avon Valley                  | Up to \$5,000 for increasing business opportunity and sustainability   | Purchase cat carriers/traps, new computer, microchipping course  | \$1,920.00          | \$0.00      | \$0.00 |        |
| A59          | The Hill Café Co                  | Up to \$5,000 for increasing business opportunity and sustainability   | Purchase POS System, thermomix, Kitchen aid stand mixer  | \$5,400.00          | \$0.00      | \$0.00 |        |
| A60          | Wheatbelt Health Network          | Up to \$5,000 for increasing business opportunity and sustainability   | upgrade computer webcams   | \$1,736.00          | \$1,736.00  |        |        |

|     |   |  |  |             | \$5,878.75 |              |             |
|-----|---|--|--|-------------|------------|--------------|-------------|
| A61 | Alan's Auto Electrics                           | Up to \$10,000 for capital works projects, including preparation for upcoming Council projects, (matching dollar-for-dollar) to adapt to changing conditions | Install new toilet block (includes shower) | \$10,000.00 |            |              |             |
| A62 | Autopro Northam                                 | Up to \$10,000 for capital works projects, including preparation for upcoming Council projects, (matching dollar-for-dollar) to adapt to changing conditions | Upgrade server and install 13 computers    | \$10,000.00 |            |              |             |
| A63 | Avon Valley Glass                               | Up to \$2,000 for individual businesses or \$10,000 for multiple businesses working together for increasing in online and e-commerce activities.             | Purchase of website                        | \$1,549.90  |            |              |             |
| A64 | Avon Valley Isuzu                               | Up to \$5,000 for increasing business opportunity and sustainability   | Tv advertising                             | \$6,037.50  |            |              |             |
| A65 | Bakers Hill Out of School Hours Care Inc.       | Up to \$10,000 for capital works projects, including preparation for upcoming Council projects, (matching dollar for dollar) to adapt to changing conditions | Ongoing vehicle costs                      | \$10,000.00 |            |              |             |
| A66 | Kindered Spirit Boutique and Gift               | Up to \$5,000 for increasing business opportunity and sustainability   | Various projects                           | \$10,000.00 |            |              |             |
| A67 | Life Force harmony                              | Up to \$5,000 for increasing business opportunity and sustainability   | Purchase of website                        | \$3,040.00  |            |              |             |
| A68 | Lisa McDonald                                   | Up to \$2,000 for individual businesses or \$10,000 for multiple businesses working together for increasing in online and e-commerce activities.             | Website with E-commerce capability         | \$10,000.00 |            |              |             |
| A69 | Lucys Tearooms                                  | Up to \$5,000 for increasing business opportunity and sustainability   | Purchase marquee with business branding    | \$1,989.00  |            |              |             |
| A70 | Stewart's Good Price Pharmacy Warehouse Northam | Up to \$5,000 for increasing business opportunity and sustainability   | Various projects                           | \$10,000.00 |            |              |             |
| A71 | The Yoga Lounge Northam                         | Up to \$5,000 for increasing business opportunity and sustainability   | Purchase signage for building              | \$1,780.00  |            |              |             |
| A72 | Windward Balloon Adventures                     | Up to \$10,000 for capital works projects, including preparation for upcoming Council projects, (matching dollar for dollar) to adapt to changing conditions | Purchase Quad Burner                       | \$10,000.00 |            |              |             |
|     |   |  |  |             |            | \$126,302.00 | \$90,701.60 |

**6. URGENT BUSINESS APPROVED BY DECISION**

Nil.

**7. DATE OF NEXT MEETING**

Nil – Committee has been disbanded. Cr Antonio thanked all members and staff for their contribution.

**8. DECLARATION OF CLOSURE**

There being no further business, the Shire President Cr Chris Antonio declared the meeting closed at 4.04pm.

|   |           |
|---|-----------|
| "I certify that the Minutes of the Local Business Support Committee held on 8 October 2020 have been confirmed as a true and correct record." |           |
| _____   | President |
| _____   | Date      |