



Our Corporate Values

- Community Focus
- Can-do Attitude
- Continual Improvement
- Excellence
- Team Work
- Accountability
- Active Communication

SMALL BUSINESS ADVISORY GROUP MEETING

Date: 14 March 2018
Time: 3.30pm – 4.30pm
Council Chambers

1. MEETING OPENED

The Chair opened the meeting and acknowledged and paid respect to the Ngarluma people both past and present, traditional custodians of this land.

2. ATTENDEES

| | | |
|--------------------|---------------------------------|--------------------------|
| Ryan Hall | Director Development Services | City of Karratha (Chair) |
| Jake Leahy | Business Engagement Coordinator | City of Karratha |
| Bart Parsons | Managing Director | Blanche Bar |
| Jared Fitzclarence | Managing Director | KAW Engineering |
| Jessica Miller | Owner | Yogetit / Sumo Salad |
| Shaun Burgess | Managing Director | Consultancy North |
| Tamara BinAmat | Owner | Impact Media |

3. APOLOGIES

| | | |
|----------------|-------|-----------------|
| Kylah Morrison | Owner | Maverick Effect |
|----------------|-------|-----------------|

4. BUSINESS ARISING FROM PREVIOUS MEETING

Nil

5. AGENDA ITEMS

5.1 Welcome/Introduction and Terms of Reference

Welcome to the newly appointed members for the 2018 Small Business Advisory Group. At the February 2018 Ordinary Council meeting, Council adopted (Council resolution # 154010) the appointed members and the tabled Terms of Reference.

5.2 Take Your Business Online Grant Scheme

Council at its February 2018 Ordinary Council Meeting, resolved to endorse the revisions to the DE-01 Take Your Business Online Grant Scheme Policy and endorse the advertising for applications for the 2018 Take Your Business Online Grant Scheme.

The Small Business Advisory Group resolved to advise Council that it:

- supports the DE-01 Take Your Business Online Grant Scheme Policy;
- supports the advertising for applications for the 2018 Take Your Business Online Grant Scheme;
- recommends a list of local suppliers be displayed on the grant website; and
- considers changes to Section 2.6 to clarify the requirements.

5.3 Business Support Grant

The 2017 Business Development Support Grant Scheme assisted local agencies to deliver initiatives that strengthen, diversify and enhance the local business economy.

The Scheme directly feeds into achieving the City's goal of a well-managed and diverse economy. This investment in our local businesses support agencies is recommended to continue through ongoing annual grants. City officers have identified improvements to the administration of the Grant and have therefore recommended revisions to the Policy which if adopted by Council would apply for the next round.

The Small Business Advisory Group resolved to advise Council that it supports the revisions to DE-02 Business Development Support Grant Scheme Policy and supports the advertising for applications for the 2018 Business Development Support Grant Scheme.

5.4 Stallholder & Street Trading Policy DR-05

This Policy has been developed to provide clarity and guidance on the preparation and assessment of stallholder applications and was adopted by Council in March 2017 Council Resolution # 153747.

Unless formal approval has been granted by the City of Karratha to utilise an approved site as listed in the policy, conducting a stall or trading in a public place is not permitted.

The concern of mobile food vendors operating at Dreamers Hill was presented twice to Council Briefing sessions in 2017 (14 August and 11 September) and the feedback was to not make any changes at this time.

The Small Business Advisory Group resolved to defer its advice to allow more time to consider concerns and potential options.

6. **NEXT MEETING**

- Meeting Dates 16th May 2018
 15th Aug 2018
 14th Nov 2018

Close of meeting: 5.05 pm