



# Business Chamber Funding Policy

Adoption Date:	[date] by Council Resolution or [date] by Approval of the General Manager
Last Reviewed:	
Next Review Date:	
Division/Department:	Planning & Place/Placemaking
Responsible Officer:	Matthew Gollan
HPE CM Record Number:	21/95817

## 1 Policy Statement

This policy is developed in order to provide information around Council's approach to funding business chambers in the Woollahra LGA. Business networks and associations are included if they carry out the same and/or similar activities described in this policy.

## 2 Application

### Purpose

The purpose of this policy is to provide information on Council's approach to funding business chambers within the Woollahra LGA. Specifically, this policy provides information in three core areas:

1. Guiding principles around funding of business chambers
2. Council's funding priorities
3. Funding eligibility

### Scope

This policy applies to business chambers within the Woollahra LGA seeking Council funding for their projects/programs.

## 3 Definitions

Term	Meaning
Business chambers	<p>A business chamber is an organisation, association or network that carries out the following activities:</p> <ol style="list-style-type: none"> <li>1. Supports local businesses and economic development within the Woollahra LGA</li> <li>2. Markets and promotes local businesses within the Woollahra LGA.</li> <li>3. Facilitates educational workshops and seminars, information sharing, business training, and regular networking opportunities.</li> <li>4. Attracts trade, talent, new businesses, and investment into Woollahra LGA.</li> </ol>

## 4 Community Strategic Plan, Delivery Program and Operational Plan

This Policy relates to Themes, Goals and Strategies outlined in Council's Community Strategic Plan Woollahra 2030 and Priorities outlined in Council's Delivery Program and Operational Plan, specifically:

**Theme:** Local Prosperity

**Goal 9:** Sustainable use of resources – Woollahra will maintain the diversity of our local economic base and encourage new business into the area that will enhance and positively impact on community life.

## **5 Relevant Legislation**

Council's funding program is governed by the Local Government Act 1993, S356.

## **6 Guiding Principles**

Council will consider funding requests from business chambers that align with the following principles:

- Transparent, equitable, open, communicative and responsive
- Efficient and sustainable delivery of services to their members and wider business community
- Democratic in representation, collaborative, socially inclusive and proactive in its engagement of the community
- Outcomes focused and evidence driven
- Adherence to an established and sustainable governance model

## **7 Funding Priorities**

Council will consider funding requests from business chambers for their initiatives that seek to:

1. Provide high quality and diverse shopping experiences that enhance our business centers as retail destinations.
2. Grow and diversify dining and entertainment establishments and that both service the community but also drive visitation.
3. Increase accessibility and range of employment opportunities, partnerships and business and professional networks that are responsive to the evolving needs of local business and our community.
4. Foster collaboration amongst supporting members and the business community to enhance the quality of public and private places within our LGA.
5. Support and deliver public events and community activities that promote and support patronage of businesses within Woollahra LGA.
6. Support and enable business innovation initiatives that will lead to commercial investment and new business attraction.
7. Enhance the capacity of our businesses community to evolve, adapt and embrace trends in a rapidly changing digital environment.

## **8 Eligibility**

To be eligible for Council funding, business chambers must:

- Ensure that 90 per cent of participating members and/or businesses within the business chambers are located within the Woollahra LGA.

- Have a capacity to produce high quality and accurate annual financial reports, notices and acquittal reports that demonstrate a long term plan to become financially sustainable.
- Be registered as an Australian entity with an Australian Business Number (ABN), Australian Company Number (ACN), or Indigenous Corporation Number (ICN).
- Have a capability statement or website/ online presence that clearly articulates the projects, services, educational events and activities it aims to deliver.
- Delivers projects and services that
  - are located within and benefit businesses within the Woollahra LGA
  - support objectives of Wollahra Municipal Council's strategies and plans.

Business chambers will not be eligible for Council funding if they:

- Propose duplicate/existing services or programs of Council.
- Request retrospective funding.
- Do not meet the Guiding Principles and Funding Priorities identified in the Policy.
- Directly contravene or conflict with existing Council policies and plans.
- Promote or deliver activities that could be perceived as benefiting a political party or campaign.
- Promote or deliver overtly religious activities.
- Promote individual interest rather than broad public benefit.
- Utilise awarded Council funding for
  - donations to charities
  - staff salaries
  - office equipment or capital investment
  - rental payments
  - required Council fees and charges.

Business chambers seeking funding should be made aware that Council does not provide in-house design, printing and distribution services or cleaning and waste services for any funded projects.

## 9 Determination

Council has authority to approve or refuse any funding request or proposal from business chambers within the Woollahra LGA.

## 10 Related Policies and Procedures

Further guiding information can be found in the following document:

	HPECM Reference
Woollahra Municipal Government – Business Chamber Funding Guidelines	21/91960

This Policy will be reviewed every two years or in accordance with legislative requirements. This Policy may also be changed as a result of other amendments that are to the advantage of Council and in the spirit of this Policy.

Any amendment to this Policy must be by way of a Council Resolution (if external) OR the approval of the General Manager if the changes are administrative only.

### **Policy Amendments**

<b>Date</b>	<b>Responsible Officer</b>	<b>Description</b>