

## 5.11. BUSINESS DEVELOPMENT FUND

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**DEPARTMENT:** CEO Unit

### RECOMMENDATION

**That Council:**

- 1. note the Business Development Fund Guidelines; and**
  - 2. delegate authority to the Mayor and Chief Executive Officer in accordance with the *Local Government Act 2009* to finalise any amendments in relation to the Business Development Fund Guidelines.**
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### EXECUTIVE SUMMARY

Council's Business Development Fund was announced in the Mayoral Budget speech in June 2015. The purpose of the funding is to provide opportunity to the business and not for profit sector to support the growth of local business and industry in the Shire.

### BACKGROUND

During the 2015 - 2016 budget preparation, there was the allocation of funds for the establishment of a Business Development Fund.

Council facilitated a business Start Up workshop in August 2015, where many of the participants advised that one of the difficult aspects of setting up a new business or diversifying is the business case or needs analysis. Feedback also indicated that the cost of providing training to employees could impact upon an employer's ability to assist with staff development.

Not for profit organisations have also advised that the cost and time involved investigating the establishment of a social enterprise can be prohibitive, resulting in no progression of valuable ideas and employment creating opportunities.

The draft funding guidelines have been researched and developed upon best practice models currently available throughout Australia.

### COMMENT

The role of regional economic development in the Douglas region is not the sole responsibility of Council. However, as a key stakeholder its roles and functions are primarily but not exclusive to being:

- Advocate
- Facilitator
- Planner
- Investigator
- Service provider

A broad framework of the operational responsibilities that Council is able to undertake within the sphere of economic development either under its own initiatives or in partnership with other agencies and key stakeholders is not limited to, but can include:

- Attracting and encouraging new businesses to the region
- Supporting and assisting current businesses
- Expanding the local market
- Promotion marketing and event attraction
- Stimulation through direct investment
- Utilising land resources
- New uses for older facilities
- Building community capacity

The Business Development Fund is a significant program which aims to:

- Support the growth of local business and industry, and to encourage commercial investment in the Shire.
- Expand tourism and agricultural business opportunities and benefits through collaborative planning and promotion.
- Investigate opportunities for sports and cultural tourism.

Council recently hosted and facilitated the Douglas Business Forum where innovation and diversity were the key messages shared with those in attendance. The launch of this new grant program is timely, as it will provide funding opportunity for those that are enthusiastic about exploring their options.

## PROPOSAL

The proposal is for Council to note the Business Development Fund Guidelines.

## FINANCIAL/RESOURCE IMPLICATIONS

Funding has been allocated to the Business Development Fund in the 2015 - 2016 budget.

## SUSTAINABILITY IMPLICATIONS

- Economic:** The Business Development Fund will assist in the development of business diversity and innovation within the Shire.
- Environmental:** The natural environment of the Douglas region is of significant and intrinsic value for residents and visitors. The Fund will allow for business development while encouraging the promotion and continued conservation of our pristine environment
- Social:** The Fund has the opportunity to encourage increased employment and training opportunities in both the commercial and not for profit sectors.

## **CORPORATE/OPERATIONAL PLAN, POLICY REFERENCE**

This report has been prepared in accordance with the following:

### **Corporate Plan 2014-2019 Initiatives:**

#### **Theme 2 - Building a Sustainable Economic Base**

*2.2.1 - Develop business initiatives to support commercial development and investment within the Shire.*

*2.2.5 - Expand tourism and agricultural business opportunities and benefits through collaborative planning and promotion.*

*2.3.2 - Investigate opportunities for sports and cultural tourism.*

### **Policy:**

Council's Role in Economic Development - General Policy

## **COUNCIL'S ROLE**

Council can play a number of different roles in certain circumstances and it is important to be clear about which role is appropriate for a specific purpose or circumstance. The implementation of actions will be a collective effort and Council's involvement will vary from information only through to full responsibility for delivery.

The following areas outline where Council has a clear responsibility to act:

**Part-Funder**                      Sharing the cost of a program or activity with other organisations.

## **CONSULTATION**

**Internal:**                              Relevant Douglas Shire Council staff  
Douglas Shire Council Elected Members

## **ATTACHMENTS**

Attachment 1 -                      DRAFT Business Development Fund Guidelines

Attachment 2 -                      Council's Role in Economic Development General Policy



# Business Development Fund - Guidelines

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# Table of Contents

**Overview** ..... 1

**Before you start**..... 1

**Type of funding** ..... 1

    Economic Development Grant..... 1

**Objectives** ..... 2

**Eligibility** ..... 3

    Eligibility Checklist: ..... 3

    Ineligible applicants:..... 4

    Eligible projects, activities and programs:..... 4

    Eligible items..... 5

    Ineligible projects, activities and programs:..... 6

    Ineligible items..... 6

**Funding Rounds**..... 7

**Acknowledgement of Council Support** ..... 7

**How we assess your project**..... 7

**Assessment Criteria** ..... 8

**Supporting documentation**..... 10

**Assessment Application and approval process** ..... 10

**Acquittal requirements**..... 11

**Conditions**..... 11

**Lodgement**..... 12

**Contact and assistance details** ..... 12

**Appendix 1** ..... 13

**Checklist** ..... 13

## Overview

Council provides assistance to groups or organisations that are either constituted not-for-profits; or for-profit organisations, businesses or companies where funded projects are not projected to return profits in the short term. Industry associations, chambers of commerce, industry networks or industry clusters are welcome to apply for the Business Development Fund, which is aligned with the following goals of Council's Corporate Plan:

- To support the growth of local business and industry, and to encourage commercial investment in the Shire.
- Expand tourism and agricultural business opportunities and benefits through collaborative planning and promotion.
- Investigate opportunities for sports and cultural tourism.

## Before you start

Please thoroughly read and understand the funding guidelines and the application form before applying. Please discuss your application with an appropriate Council officer prior to completing your application to make sure your project falls within the guidelines.

Although an application may meet the assessment criteria, grants are highly competitive and approval will depend on available funds, the quality of applications and Council's priorities.

**Applicants cannot be guaranteed funding nor guaranteed to receive the full amount requested.**

Applications will be evaluated on merit against eligibility and assessment criteria, in a transparent and equitable manner.

Applicants need to be aware that the grant assessment process may take up to three months from the closure of the grant funding round. This should be factored into the planning of your project.

Applications that were successful through previous rounds of any Council grants (e.g. Community Support Program, Regional Arts Development Fund or Event Funding Grant) must acquit the current grant before applying.

## Type of funding

### Business Development Fund

Eligible applicants may apply for the following to assist with conducting eligible projects, activities or programs:

- Maximum funding amount: \$10,000 (excluding GST).
- Applicant must contribute at least 50% towards the total project cost (cash/fundraising/sponsorship/other grants).
- Incorporated organisations may submit one Business Development Fund application in their own right only.

- For-profit organisations/ businesses with a current/ active ABN with proof of sound financial management records representing a group working in a particular industry or business sector where the proposed funded project is not projected to return a profit in the short term may submit one Business Development Fund application in their own right only.
- Business Development Fund applications must be lodged by the funding round closing time. (Applications must be received by Council by the closing time, not post-marked the closing date)
- One funding round will open on 1<sup>st</sup> December 2015 and close 4.30pm, 26<sup>th</sup> February 2016 for projects commencing in the 2016/17 financial year.
- Project must be completed within 12 months of receipt of funding.
- Funding will be provided on a 'project' or 'program' basis.
- Funding will not be recurrent (cannot apply for funding in subsequent rounds/years to run the same activity).
- Applicants must specify how Council funding will be publicly acknowledged if the application is successful.
- Applications must be **signed** by the **President/CEO** of the eligible not-for-profit organisation and witnessed; or **signed** by and **authorised/ agreed representative** of a for-profit organisation/ business or company with a current/ active ABN/ ACN with proof of sound financial management records representing an individual or group working in a particular industry or business sector where the proposed funded project is not projected to return a profit in the short term;
- Applications are subject to the eligibility requirements and assessment criteria. The level of assistance is limited by Council's budget decisions and priorities in the Corporate and Operational Plans.

## Objectives

The objectives of the Business Development Fund is to assist not-for-profit organisations; collaborative partnerships sponsored by an incorporated organisation; or a for-profit organisation where the funded project is not projected to return a profit in the short term to:

1. Assist with the the establishment, development, growth and diversification of individual businesses, industries and specific business sectors within the region;
2. Enhance the skills and professional development of micro – small – medium business owners and employees to develop their businesses and prosper within the region;
3. Create economic development and investment opportunities which support social enterprises and employment opportunities for long-term unemployed; as well as engage and provide opportunities for vulnerable and marginalised groups;

## Eligibility

### Eligibility Checklist:

See Appendix 1 where this checklist can be completed and attached to your application

APPLICANT ELIGIBILITY CHECKLIST			
	YES	NO	N/A
Do you operate; or are based within the Douglas Shire?			
Have you successfully acquitted all previous Douglas Shire Council grants?			
Are you free of overdue outstanding rates, fees or debts with the Douglas Shire Council?			
Are you a properly constituted and compliant (incorporated) not-for-profit organisation; or a charitable organisation registered or sanctioned under the <i>Collections Act 1966</i> ?			
Are you a for-profit organisation, business or company with a current/active ABN/ ACN and is able to provide proof of sound financial management records?			
Are you a for-profit organisation/ business or company representing yourself; or a group working in a particular industry or business sector where the proposed funded project is not projected to return a profit in the short term?			
Do you have a valid public liability insurance certificate?			
Have you received less than the maximum allowable amount of funding for this financial year?			



### **Ineligible applicants:**

An ineligible applicant is an organisation, business or company that:

- has a majority of members (in regards to not-for-profit) residing outside of the Douglas Shire; or
- operates their organisation, business or company outside the Douglas Shire; or
- is not compliant with the Office of Fair Trading; or
- a for-profit organisation/ business or company **without** a current/ active ABN/ ACN and does not provide proof of sound financial management records;
- has received the maximum funding amount this financial year; or
- has not successfully acquitted all previous Douglas Shire Council grants; or
- has overdue outstanding rates, fees or debts with Douglas Shire Council; or
- is a government agency or department of local, state or federal government; or
- is a political organisation; or
- is a discriminatory organisation; or
- is a school, universities or TAFE college; or
- is supported by gaming machine income.

### **Eligible projects, activities and programs:**

Eligible projects, activities and programs must:

- occur within the Douglas Shire; and
- clearly demonstrate a need and benefit for residents and local economy and industries of the Douglas Shire; and
- clearly demonstrate measureable improvements toward at least one of the program objectives (Page 2) ; and
- match Council's contribution with cash;
- provide specialised support training and skills development for business owners and/or employees currently working in a particular industry work sector which are not funded by other industry skills programs;
- support the development of feasibility studies and business cases which supports regional investment and roadmaps business/ industry development, growth and diversification;

- contribute to the planning and development of social enterprises which provide employment opportunities for long-term unemployed; as well as engage and provide opportunities for vulnerable and marginalised groups.

Please discuss your proposed project with a Council Officer prior to completing an application.

It is important to consider how your proposed project aligns with:

- objectives of Business Development Fund Guidelines (Page 2); and
- themes of Council's Corporate Plan.  
[http://douglas.qld.gov.au/download/policy\\_and\\_plans/Douglas%20Shire%20Council%20Corporate%20Plan%202014-2019.pdf](http://douglas.qld.gov.au/download/policy_and_plans/Douglas%20Shire%20Council%20Corporate%20Plan%202014-2019.pdf)

### Eligible items

The project budget must include ALL expenditure relating to the project. The following items are eligible from the Business Development Fund:

- Consultancy fees;
- Promotion;
- Facilitator/Instructor Fees; and
- Venue and Equipment Hire for the project.

The following items *may* be eligible for funding, depending on whether they are integral to the overall project:

- equipment; and
- catering.

## Ineligible projects, activities and programs:

Projects, activities or programs are ineligible for funding if they:

- have already taken place; or
- are subject to litigation; or
- are the core business of educational, religious and political organisations; or
- are exclusive to group members and not open community activities; or
- are capable of being self-funded by the organisation; or
- duplicate existing services or programs in the Shire; or
- generate profits for distribution to individuals within the organisation/ business or company; or
- require Council to contribute more than 50% of the project cost; or
- do not provide indirect or direct economic benefits to residents and/or region of the Douglas Shire; or
- are for the purchase of equipment or facilities only; (equipment that is integral to the running of the project/activity or program may be considered); or
- are for the purchase of catering only; (catering that is integral to the running of the project/activity or program may be considered); or
- have been previously funded by Douglas Shire Council.

## Ineligible items

The project budget must include ALL expenditure relating to the project however the following items are ineligible for funding from the Business Development Fund:

- project costs incurred outside the funding period;
- funding for a project previously funded by the Economic Development Grant ;
- project items purchased before the applicant has been notified in writing of the outcome of their Economic Development Grant funding application;
- items where costs which appear excessive/unreasonable;
- membership/program participation fees for individuals;
- organisation's normal operating costs or own hire fees, utilities, administration costs (postage, stationery, office supplies), annual/regular venue hire, rent and lease costs or insurance costs;
- grant writing, administration, auspice and acquittal costs;
- repairs and maintenance costs;
- prizes, giveaways, trophies, gifts;
- alcohol;

- salaries, wages and employment costs;
- consumables (items that can be used only once);
- vehicles;
- equipment purchases (equipment that is integral to the running of the project/activity or program may be considered);
- facility purchases or upgrades;
- land and/or buildings purchases or upgrades;
- capital works or fixed structures;
- travel (unless for a facilitator to deliver a program);
- repayment of debts or loans;
- project costs that are already supported through other funding.

## Funding Rounds

### Business Development Fund

- Round opens on 1<sup>st</sup> December 2015 and closes 4.30pm 26<sup>th</sup> February 2016. (Applications must be received by Council by the closing time, not post-marked the closing date)

## Acknowledgement of Council Support

### Business Development Fund

Successful applicants must provide evidence of acknowledgement of Council funding.

## How we assess your project

To apply for the Business Development Fund you will need to complete an application and provide supporting documents:

### Getting to know you and your project

Council wants to know how your project will contribute to developing the local Douglas economy, improve the business and investment profile of the region or benefit the broader community economically and socially. You are required to explain the concept or idea and tell Council why you think there is a need for this initiative. Share any past successes or experience you may have had in delivering projects or activities of this nature.

**Understanding the benefits of the project/ initiative**

Council is keen to understand how your project will contribute to developing the local Douglas economy and increase the profile and benefit the greater Douglas region economically and socially.

You will need to explain how the project will deliver measurable economic benefit to the Douglas region and how it will impact the diversity of the local economy. This can be done by explaining how your project will:

- Support employment and local business development;
- Attract further investment into the region;
- Create diversification of business and industries within the local Douglas economy;
- Support export growth (nationally/ internationally); or
- Provide a lasting legacy for the economy

**Working through the detail and data**

Council needs to know that your organisation is financially sound and the project is feasible and how Council’s funding may be used to leverage other funds.

You will be required to explain and demonstrate the feasibility of your project and highlight the impact of Council’s support to the project. You will need to submit the organisation’s/ business’ or company’s most current financial statements or the latest treasurer’s report (for the previous 12 months).

**Project implementation and milestones**

Council needs to know the project timelines, when it will commence and end, and what the milestones and key deliverables will be.

You will need to explain how you plan to implement your project, how you will measure the success and what the potential negative impacts or risks of the project might be and how you plan to mitigate these.

**Assessment Criteria**

Each application will be assessed on criteria and scaled from “Not evident” to “Excellent” as per the following Matrix.

# Assessment Matrix

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	Assessment Criteria	Not evident (0)	Evident (1)	Fair (2)	Good (3)	Very Good (4)	Excellent (5)
1	The application <b>aligns with Council's Corporate; Business Development Fund Objectives and Guidelines; and Council Role in Economic Development General Policy.</b>	Unclear and/not evident.	Evident.	Clear.	Clear, convincing, but not distinctive.	Clear, convincing and distinctive.	Very clear, convincing and distinctive.
2	There is a demonstrated <b>need</b> for project, activity or program. <i>Survey results/research/statistics /Other evidence?</i>	Unclear and/not evident.	Evident.	Clear.	Clear, convincing, but not distinctive.	Clear, convincing and distinctive.	Very clear, convincing and distinctive.
3	There is evidence of effective <b>consultation and partnerships</b> undertaken during project planning. <i>Extent of consultation? Number of partnerships &amp; who are they?</i>	Unclear and/not evident.	Evident.	Clear.	Clear, convincing, but not distinctive.	Clear, convincing and distinctive.	Very clear, convincing and distinctive.
4	The project, activity or program has <b>economic and social benefits.</b> <i>Direct and indirect economic impact/ jobs and/ or training for unemployed and vulnerable members of the local community?</i>	Not evident, unconvincing.	Evident.	Some attempt to identify short term benefits to the community.	Clearly identifies short term benefits to the community.	Clearly identifies and justifies realistic short term benefits to the community.	Very clearly identifies and justifies realistic short term benefits to the community.
5	The project, activity or program has <b>support.</b> Businesses and industry demonstrating their support for the project. <i>Letters of support/other evidence?</i>	Unclear and/not evident.	Evident.	Clear.	Clear, convincing, but not distinctive.	Clear, convincing and distinctive.	Very clear, convincing and distinctive.
6	The applicant has the <b>ability to deliver</b> the project, activity or program. <i>Quotes/Relevant approvals/risk management/ Project costs – reasonable? Project milestones – reasonable? Appropriately qualified providers engaged? Ready to deliver within timeframe?</i>	Unclear and/not evident.	Evident.	Clear.	Clear, convincing, but not distinctive.	Clear, convincing and distinctive.	Very clear, convincing and distinctive.
7	The project, activity or program will be measured and/or evaluated to determine success in achieving desired outcomes. How to measure success and identify needs for improvement. <i>Pre/post activity feedback? Participation /result statistics? Other?</i>	Not evident, unconvincing.	Evident.	Some attempt to identify measurement tools and processes.	Clearly identifies realistic measurement tools and processes.	Measurement and evaluation processes are comprehensive and sound.	Measurement and evaluation processes are comprehensive and sound, with clear systems in place to assess success.
8	Extent of proposed public acknowledgement of Council assistance or funding?	Unclear and/not evident.	Evident.	Clear.	Clear, convincing, but not distinctive.	Clear, convincing and distinctive.	Very clear, convincing and distinctive.

## Supporting documentation

### Compulsory supporting documentation:

Applications must include:

- If a not-for-profit organisation a Certificate of Incorporation/Charity Status of applicant
- Businesses or companies need to show proof of an current/ active ABN or ACN and be currently registered with the Australian Investments and Securities Commission (AISC)
- Public Liability Certificate of Currency or an undertaking to obtain appropriate public liability insurance coverage (in total and per event) based on the level of risk that is current and remains current for the term of the Project of applicant
- Written quotes - one quote for items in the budget \$500 to less than \$1500 (GST Exc) and two quotes for items \$1,500 (GST Exc) and over.
- Most recent bank statement/s in the name of the applicant
- If a not-for profit organisation an audited or verified financial statements of the most recent financial year completed and your auspice's financial statements if applicable that were submitted to the Office of Fair Trading with the Annual Return.
- In the absence of audited or verified financial statements for newly incorporated applicants, minutes of the general meeting of incorporation, management committee and current membership details are required.

### Recommended supporting documentation:

- Letters of Support from potential participants and partners in the project (not required from the Douglas Shire Council Mayor or Councillors)

## Assessment Application and approval process

The assessment process will be carried out as follows:

1. Applications must be completed using the appropriate form and submitted to Council within the designated timeframe.
2. Applications will be received and collated by the Community and Economic Development Officer.
3. Applications will be reviewed to determine eligibility and completeness. Applicants will be notified within five working days that their application has been received by Council. If an application is incomplete applicants will be given five working days to provide further information.
4. Business Development Fund applications will be submitted to a panel of three impartial Council Officers where each application will be assessed against the selection criteria on the Assessment Matrix.

5. Recommendations from the assessment process of the Business Development Fund applications will be submitted in a report to Council for final approval, with Council decisions recorded in a resolution.
6. All applicants will be informed of the outcome of their application within five working days of a decision being made.
7. Arrangements for successful applications will be made within six weeks of approval.

## Acquittal requirements

Acquittal requirements for Business Development Fund program include:

1. Completed acquittal form within eight weeks of completing project;
2. Proof that the project, activity or program took place (including at least two high resolution photos of the project team and partners, completed project, works or participants attending; if applicable);
3. Consent form of all people identifiable in the photos to use photos for promotional purposes;
4. Proof of expenditure (copy of invoices and receipts for all eligible items that were funded by the Business Development Fund program);
5. Unexpended funding (if applicable); and
6. Evidence of public acknowledgement of Council funding.

## Conditions

Successful applicants will be required to:

- Sign a funding agreement;
- Submit a Tax Invoice (if registered for GST) for the amount of the Grant plus GST or an Invoice (if not registered for GST) for the amount of the Grant, noting GST not applicable.
- Undertake that no changes to the approved project, activity or program will be made without the prior agreement of Council;
- Conduct a risk assessment and obtain appropriate Public Liability Insurance cover (in total and per event) based on the level of risk if the project, activity or program includes participation by members of the general public, with evidence of these required prior to commencement of the project;
- Obtain all statutory and necessary licences/permits/approvals and insurances relating to the project for which the grant is awarded, with evidence of these forwarded to Council prior to receipt of funding;



- Use the funds for the purpose for which they are granted in accordance with the Business Development Fund Conditions of Funding, within 12 months of the receipt of funds;
- Business Development Fund acquittal documents to be submitted within eight weeks of completed project, activity or program to demonstrate that the grant has been used for the intended purpose;
- Business Development Fund unspent funds must be returned to council within eight weeks of the completed project, activity or program, if applicable.

## Lodgement

Applications should be typed or neatly handwritten on the form provided. DO NOT bind the application. Please lodge completed applications and supporting documentation by:

<b>Post</b>	Douglas Shire Council Business Development Fund PO Box 723 MOSSMAN QLD 4873	<b>In person</b>	Douglas Shire Council Business Development Fund 64-66 Front St MOSSMAN QLD 4873
<b>Email</b>	<a href="mailto:enquiries@douglas.qld.gov.au">enquiries@douglas.qld.gov.au</a>		

**FAXED APPLICATIONS WILL NOT BE ACCEPTED**

## Contact and assistance details

For further information on the Business Development Fund or submitting an application, please contact Council's Community & Economic Development Officer.

Telephone: (07) 4099 9444

Email: [enquiries@douglas.qld.gov.au](mailto:enquiries@douglas.qld.gov.au)

## Appendix 1

### Checklist

- Business Development Fund Guidelines read
- Applicant Eligibility Checklist completed

APPLICANT ELIGIBILITY CHECKLIST			
	YES	NO	N/A
Do you operate; or are based within the Douglas Shire?			
Have you successfully acquitted all previous Douglas Shire Council grants?			
Are you free of overdue outstanding rates, fees or debts with the Douglas Shire Council?			
Are you a properly constituted and compliant (incorporated) not-for-profit organisation; or a charitable organisation registered or sanctioned under the <i>Collections Act 1966</i> ?			
Are you a for-profit organisation/ business or company with a current/active ABN/ ACN with proof of sound financial management records			
Are you a for-profit organisation/ business or company representing yourself; or a group working in a particular industry or business sector where the proposed funded project is not projected to return a profit in the short term?			
Do you have a valid public liability insurance certificate?			
Have you received less than the maximum allowable amount of funding for this financial year?			

- Council Officer consulted prior to completing application
  - How does your project align with the objectives of Council's Corporate Plan?
  - Is your project eligible for funding?
  - What expenditure items are eligible for funding?
  - Are you clear and succinct about what you intend to do and what your project aims to achieve?
  - What are the short-term and long-term outcomes of your project and how the project will benefit the local community?
  - Have you consulted the Assessment Matrix to present the strongest application possible?
- Application signed by the President/CEO and witnessed
- Compulsory** support material included:
  - Certificate of Incorporation/Charity Status of applicant (or auspicing organisation if applicable)
  - Public Liability Certificate of Currency

- Written quotes - one quote for items in the budget \$500 to less than \$1500 (GST Exc) and two quotes for items \$1,500 (GST Exc) and over. (Not required for Community Support In-Kind applications)
- Most recent bank statement in the name of the applicant
- Audited or verified financial statements of the most recent financial year completed and your auspice's financial statements if applicable that were submitted to the Office of Fair Trading with your Annual Return
- If newly incorporated, minutes of the general meeting of incorporation, management committee and current membership details
- Optional** support material included:
  - Letters of Support from stakeholders, potential participants and partners in the project (not required from the Douglas Shire Council Mayor or Councillors)
- Copy of application retained for records
- Application received by Council at 4.30pm on the closing date for Business Development Fund (**not post-marked the closing date**)

DRAFT

## COUNCIL'S ROLE IN REGIONAL ECONOMIC DEVELOPMENT GENERAL POLICY

**Intent** This policy defines Council's role in economic development and promotion.

**Scope** This policy addresses economic development and promotion in the Douglas Shire

### PROVISIONS

Douglas Shire Council plays a lead role in economic development and promotion of the Shire.

#### **This role includes:**

- Assisting existing businesses and new enterprises as required, through the provision of information and assistance, referral and support where appropriate;
- Acting as a catalyst (or advocate) for new business development;
- Ensuring appropriate infrastructure is available to facilitate the development of business and industry;
- Establishing coordinating forums or business networks with the direct goal of improving communication links, sharing ideas and the long-term goal of wealth creation, export growth and employment creation;
- Working in partnership with government and non-government organisations to progress economic development opportunities or to respond to threats to or negative impacts on the local economy;
- Providing exemplary levels of customer service to assist business expansion (and attract business investment); and

Undertaking the above with a view to improving the overall sustainability of the local government area; pursuing economic advancement while preserving or improving social, cultural and environmental elements of our region.

The *Local Government Act 2009* provides direction in this regard:

#### ***"Matters relevant to good rule and government"***

494.(1) *A matter that, in a local government's opinion, is directed to benefiting, and can reasonably be expected to benefit, its area, or a part of its area, is taken to be conducive to the good rule and government of its territorial unit.*

(2) *The matters that may be of benefit to a local government area include, for example –*

- (a) Promoting or contributing to economic development of a part of the area; and*
- (b) Promoting or attracting commerce, industry or tourism in or to a part of the area; and*
- (c) Promoting or providing opportunities for employment in a part of the area; and*
- (d) Promoting or helping the supply of services to a part of the area; and*
- (e) Helping the finances of the area's local government; and*
- (f) Helping the exercise of the jurisdiction of local government in the area."*

Council will apply its corporate planning process to the identification of specific long-term economic development outcomes and strategies to be pursued by Council in carrying out its role in this area.

**Support for Tourism Marketing and Information Services**

Douglas Shire Council is a strong supporter of the local and regional tourism industry given tourism's significance to the local economy. This support is reflected primarily through Council's support for local tourism marketing and information organisations, with funding levels determined by Council.

Council also recognises the valued contributions of other community specific tourism marketing and information organisations and is supportive of their ongoing work.

**Chambers of Commerce**

Council is supportive of the role of Chambers and other more locally focused organisations promoting economic activity within the local government area.

Support is expressed through membership of various organisations and through consideration of specific partnership proposals put forward to foster economic development of local communities.

**Support for Economic Development initiatives**

Council recognises that there is value in Council supporting specific initiatives or projects that will have significant economic benefits for all or parts of the local government area. Where support for these initiatives or projects has been requested by entities outside of Council, the assistance may take the form of cash grant, in-kind assistance. Support will only be provided where analysis of any proposal is able to demonstrate significant economic benefit accruing to the community. Council may also choose to attach specific conditions to the granting of such assistance.

**Council's Rates and Charges**

In making, recovering and granting concessions for rates and charges, Council has regard for a number of principles including "flexibility to take account of changes to the local economy". Refer to Council's Revenue Policy for details.

**Council's Planning Scheme**

The Planning Scheme contains a list of DEOs to respond to the economic development strand of ecological sustainability.

- DEO 5 – A prosperous community with a strong rural sector, a dynamic tourism industry and commercial and industrial activities offering a diverse range of employment opportunities, is supported by the sustainable use and management of the natural resources of the Shire.
- DEO 6 – The natural resources of the Shire, such as GQAL, extractive resources, water and forestry resources, are protected and managed in a manner that ensures their ecological and economic values are assured for present and future generations.
- DEO 7 – The values of the Shire are protected by a preferred pattern of development through identifying GQAL which sustains productive primary industries, particularly the sugar, horticultural and cattle grazing industries, and consolidates growth and

employment opportunities, primarily in the identified locations of Mossman and Port Douglas.

- DEO 8 – The economic development of the Shire is facilitated by the provision of physical infrastructure which complements the conservation economy of the Shire with 82% of its lands within the WTWHA in an efficient, equitable and environmentally safe manner, as well as circulation networks which provide for the efficient movement of people and goods, without compromising the Captain Cook Highway as the scenic entry corridor to the Shire.

**Council as a provider of critical urban and rural infrastructure**

Council recognises the critical importance, from an economic development perspective, of its role as a provider of essential urban and rural infrastructure. Efficient and effective water, wastewater, refuse, road network, regulated parking and drainage infrastructure is critical to the success of the region's economic activity.

**Council as an employer**

Council recognises the influence that it has over the local economy as one of the largest employers operating in the local government area. Council endeavours where possible to leverage this position in support of State and Federal Government employment generating programs.

**Council as a procurer of goods and services**

Council recognises the influence that it has over the local economy through the level of spending that it undertakes annually. The *Local Government Act 1993 (s.481)* actually states that, in entering into contracts for the carrying out of work, or the supply of goods and services, a local government must have regard to a range of principles including enhancement of the capabilities of local business and industry. Application of this principle is addressed by way of Council's Procurement Policy.

**Role of Elected Members**

The Mayor fulfils a lead role for Council in relation to region wide economic development activities undertaken by or supported by Council. This lead role extends to leading and hosting delegations, and participating in Regional Development Australia. Councillors play a key role in relation to activities occurring within the Shire.



**This policy is to remain in force until otherwise determined by Council.**

**Manager Responsible for Review:**

**Executive Officer**

**ORIGINALLY ADOPTED: 16/06/2015**

**CURRENT ADOPTION:**

**DUE FOR REVISION: 16/06/2019**

**REVOKED/SUPERSEDED:**