

City of Whittlesea Business Network - Terms and Conditions

Purpose

The City of Whittlesea Business Network (Network) is an informal business network designed for our business community, welcoming local businesses of all industries and sizes through a membership program.

The Network aims to unite businesses across the City of Whittlesea, fostering collaboration, networking, and increased business-to-business transactions.

The Network will help achieve key objectives and enhance advocacy for a Strong Local Economy (Goal 3 W2040). W2040 supports and promotes the City of Whittlesea as a hub for successful, innovative local businesses that offer employment and education opportunities to our community.

Membership

- 1) Membership is open to all businesses that:
 - a) hold a valid ABN,
 - b) are located in the City of Whittlesea,
 - c) complete and submit a membership application form and be approved by the Economic Development department,
 - d) are not owned by a current employee or Councillor of the City of Whittlesea, and
 - e) agree to the Terms and Conditions of the City of Whittlesea Business Network.
- 2) Membership is held in the name of the business.
- 3) Approved membership is ongoing until such a time they cease to be a member or circumstance change.
- 4) Membership will cease under the following circumstances:
 - a) By request from the member to the Economic Development department
 - b) The business no longer holds a valid ABN
 - c) The business ceases to operate from a physical location within the City of Whittlesea municipal boundaries.
- 5) All members must agree to these Terms and Conditions at the time of application.

Membership Benefits for Business

The annual membership may include, and not be limited to.

- a. Events program attendance
 - Members will be given the opportunity to attend invite-only networking events and other industry related events free of charge or at a discounted rate. The Economic Development department reserves the right to limit attendance at any event to two representatives per business membership.
 - Councillors may attend an event through invitation only and/or at the discretion of the Chief Executive Officer.

- b. Networking
 - Industry targeted face to face and online opportunities
 - Free Business Listing on Council's online platforms.

- c. Education
 - Automatic subscription to Economic Development's monthly eNewsletter.
 - Exclusive access to learning opportunities for increased capability and lifelong learning.
 - Free mentoring opportunities through programs facilitated by the Economic Development department.

- d. Council's Business Advisory Panel
 - The Network will provide an opportunity for one business member to sit on Council's Business Advisory Panel through an Expression of Interest process. The representative will be selected by the Business Advisory Panel to represent the best interest of all businesses across the City of Whittlesea

- e. Business Awards
 - Exclusive eligibility to enter the annual City of Whittlesea Business Awards

Membership Fee

Membership is free of charge.

Management

The Network will be managed by the Economic Development department and will be reviewed in line with the development of any new Economic Development Strategy.

Term

The Management of the Network has no set end date however the Economic Development department has the power to cease management of the Network at its discretion, related to operational priorities.

Code of Conduct

All Network members are expected to:

- Operate with integrity, objectivity, accountability, honesty and openness
- Declare any potential conflict of interest
- Maintain effective working relationships with other members
- Members must advise the Economic Development department of any change in circumstance that directly impacts membership eligibility

Amendment, Modification or Variation

The Terms and Conditions and Membership will be subject to review every year to support the Network to grow and adapt to business needs.

The Director Planning and Development is authorized to amend, modify or make variation to the Terms and Conditions.

All amendments, modifications and/or variations must be endorsed by the Chief Executive Officer.

Definitions

Business: The term business refers to an organisation or enterprising entity engaged in commercial, industrial, or professional service where the purpose of business is economic production of goods, services, employment and/or education.

Director Planning and Development - The City of Whittlesea officer appointed to the role or authorized to act on behalf of or in the role

Located in the City of Whittlesea - Includes residential property, co-working space, or commercial premises where rates or rent are paid, and the intent of the business carried out at the location is permanent and ongoing in nature.

Valid ABN - A valid ABN is determined as being current and registered with the Australian Business Registry as current and active.