
Business and Investment Subcommittee

OPEN MINUTES

Minutes of a meeting of the Business and Investment Subcommittee held in Committee Room 1, Municipal Building, Garden Place, Hamilton on Tuesday 15 September 2015 at 2:30pm.

PRESENT

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| Chairperson | Her Worship the Mayor J Hardaker |
| Members | Cr M Forsyth Cr A King Cr A O’Leary Cr R Pascoe |
| In Attendance | Cr G Chesterman |
| | Richard Briggs – Chief Executive Sean Murray – Executive Director H3 & Events Lance Vervoort – General Manager Community Lee-Ann Jordan – Chief of Staff Chris Simpson – Business Manager |
| Also In Attendance | David Heald – Director and Trustee, Chartwell Trust (<i>Item C3 Only in the Public Excluded Session</i>) Kiri Goulter – Chief Executive, Hamilton and Waikato Tourism (<i>Item 6 Only</i>) Graeme Osborne – Board Chair, Hamilton and Waikato Tourism (<i>Item 6 Only</i>) Sandy Turner- General Manager, Hamilton Central Business Association (<i>Item 7 Only</i>) Greg Wills – Board Chair, Hamilton Central Business Association (<i>Item 7 Only</i>) |
| Committee Advisor | Mr B Stringer |

1. Apologies

The Chair noted that Cr Pascoe had indicated he would be retiring early from the Meeting.

2. Confirmation of Agenda

The Chair proposed that the Public Excluded reports were to be considered by the Subcommittee after Item 3 (*Declarations of Interest*).

Resolved: (Her Worship the Mayor Hardaker/Cr O'Leary)

The Committee to confirm the Agenda.

3. Declarations of Interest

No members of the Committee declared a Conflict of Interest.

Item 11 was introduced at this time in accordance with the Confirmation of Agenda.

11. Resolution to Exclude the Public

In response to questions, the Executive Director H3 & Events ('the Executive Director') confirmed that the grounds to exclude the public for Item C4 – Sale of the Beggs Wiseman Building – remained correct, notwithstanding that the tender process had been completed. The Chief Executive supported this position and advised that the Subcommittee could resolve to release the information to the public after the item was debated during the public excluded session.

Resolved: (Her Worship the Mayor Hardaker/Cr Forsyth)

Section 48, Local Government Official Information and Meetings Act 1987

The following motion is submitted for consideration:

That the public be excluded from the following parts of the proceedings of this meeting, namely consideration of the public excluded agenda.

The general subject of each matter to be considered while the public is excluded, the reason for passing this resolution in relation to each matter, and the specific grounds under section 48(1) of the Local Government Official Information and Meetings Act 1987 for the passing of this resolution follows.

| General subject of each matter to be considered | Reasons for passing this resolution in relation to each matter | Ground(s) under section 48(1) for the passing of this resolution |
|--|--|--|
| C1. Business and Investment Subcommittee Public Excluded Minutes 18 June 2015 |) Good reason to withhold information exists under Section 7 Local Government Official Information and Meetings Act 1987 | Section 48(1)(a) |
| C2. Business and Investment Subcommittee Action List - Public Excluded - 15 September 2015 |) | |
| C3. Land Behind Artspost - Development Site Update | | |
| C4. Sale - Beggs Wiseman Building | | |

This resolution is made in reliance on section 48(1)(a) of the Local Government Official Information and Meetings Act 1987 and the particular interest or interests protected by Section 6 or Section 7 of that Act which would be prejudiced by the holding of the whole or relevant part of the proceedings of the meeting in public, as follows:

| | | |
|----------|---|--|
| Item C1. | to prevent the disclosure or use of official information for improper gain or improper advantage | Section 7 (2) (j) |
| Item C2. | to prevent the disclosure or use of official information for improper gain or improper advantage | Section 7 (2) (j) |
| Item C3. | to enable Council to carry out commercial activities without disadvantage | Section 7 (2) (h) Section 7 (2) (i) |
| Item C4. | to enable Council to carry out negotiations to enable Council to carry out commercial activities without disadvantage to enable Council to carry out negotiations | Section 7 (2) (h) Section 7 (2) (i) |

The Meeting moved into a Public Excluded session (2:37pm to 3:27pm).

4. Business and Investment Subcommittee Open Minutes 18 June 2015

Resolved: (Her Worship the Mayor Hardaker/Cr Pascoe)

That the Subcommittee confirm and adopt as a true and correct record the Open Minutes of the Business and Investment Subcommittee Meeting held on 18 June 2015.

5. Business and Investment Subcommittee Action List - Open - 15 September 2015

Resolved: (Her Worship the Mayor Hardaker/Cr O'Leary)

That the report be received.

6. Hamilton and Waikato Tourism Year End Report to 30 June 2015

The Chairperson welcomed Graeme Osborne, Chair of Hamilton and Waikato Tourism ('HWT') and Kiri Goulter, Chief Executive HWT, who presented their report and circulated a copy of HWT's Annual Activities Report to the Subcommittee members, which was tabled. The following matters were highlighted:

- International tourism figures were above the national average, though further work was required in relation to attracting domestic visitors.
- Good progress had been made in relation to events and conferences.
- Significant contributions had been made to regional tourism by the private sector.
- Council's work on the Central City Transformation Plan and River Plan provided a vision and drive for the city which was welcomed.

The HWT representatives responded to the following questions:

- **Strategy for Hamilton City**

- i. More commercial propositions were required to be offered that would encourage travel agents to refer their customers to Hamilton. The Hamilton Gardens and activities around the Waikato River were noted as current examples, and they provided something different to other locations in New Zealand. HWT were exploring ways to create a commissionable product connected to the Gardens.
- ii. Opportunities existed to enhance the retail hospitality offering as part of the city's urban experience.
- iii. A cross-agency approach was required to improve domestic visitor numbers.

- **Connection with Maaori**

While the Waikato Museum told the story of the local Maaori well, there was a need for more entrepreneurs to bring this alive. Increased momentum from Tainui was expected in this space.

- **Jetstar**

Hamilton International Airport submitted the bid for Jetstar to operate flights through Hamilton. It was acknowledged that Jetstar's priority was to connect into its hub in Auckland.

The Chairperson thanked the HWT representatives for their presentation.

Resolved: (Her Worship the Mayor Hardaker/Cr O'Leary)

That the report be received.

Cr Pascoe retired from the Meeting (3:40pm) during Item 6 and did not take part in voting.

7. **Hamilton Central Business Association (BID) Year End Report to 30 June 2015 and Strategic Business Plan 2015/16**

The Chairperson welcomed Sandy Turner, General Manager of the Hamilton Central Business Association ('HCBA') and Greg Wills, Chair HCBA, who noted the following highlights from the last year:

- Completion of stage one of the Embassy Park project;
- Positive feedback received in relation to the People's Project and the improved vibe for safety issues in the city;
- Focus on improved social media and the launch of HCBA's digital strategy in October 2015 that would enable retailers to sell their products online via HCBA's website; and
- Development of the Central City Transformation Plan ('CCTP') and River Plan.

The HCBA representatives responded to the following questions:

- **Parking**

The Association recognised there were mixed views on parking in the central city. It would cover this issue in its submission to Council on the CCTP at the relevant time.

- **New Tenancies**

There had been an increase in new retail tenancies, some of which originated as pop-up stores or from local markets.

- **City Safe**

Once the annual survey on central city safety was completed, it was expected that positive messages would be circulated.

- **Association's Branding**
The Association would revisit this issue in 2016.

Resolved: (Her Worship the Mayor Hardaker/Cr O'Leary)
That the report be received.

The Meeting adjourned (4:20pm to 4:25pm)

8. Central City Transformation Plan ('CCTP')

The Executive Director spoke to the report and advised that should the Strategy and Policy Committee approve public engagement for the CCTP, the proposed Public Open Day would now take place on Wednesday, 30 September 2015; recommendations would be made to the Strategy and Policy Committee at its meeting on 8 December 2015.

The Executive Director responded to the following questions:

- **Consultation Period**
The Executive Director stated that while the public engagement period could be extended to four weeks from the recommended three weeks, he did not consider that the additional week would provide significantly more feedback. It was noted that the River Plan's consultation period was three weeks.
- **Page 6 – Framework for Actions**
It was suggested that the draft CCTP should:
 - i. distinguish between Strengths that had been completed and those that were aspirational.
 - ii. clarify under 'Challenges' that it was the perception of safety issues that needed to be addressed.
- **Page 7 – Distribution of Retail Spending in Hamilton**
Chartwell was included under the 'Balance of Hamilton' category.
- **Page 46 – Implementation & Timeframes**
Staff would review and consider how to identify and keep track of actions that were part of 'business as usual' operations.
- **District Plan**
Staff advised that the proposed reshape of the central city was to encourage developers to undertake certain activities in the designated precincts. It was noted that:
 - i. the CCTP contemplated a project to review the District Plan to align with precinct identities and support District Plan variations, if required; and
 - ii. City Planning staff had previously advised should any District Plan variations be required that these would be best considered following the conclusion of the Proposed District Plan appeals and the River Plan process in order for all variations to progress together.
- **Funding**
CCTP projects that were not included within the 10-Year Plan would need to be presented to Council for funding to be approved on a case-by-case basis.

Resolved: (Cr O'Leary/Her Worship the Mayor Hardaker)

Recommendation to Strategy and Policy Committee

That:

- a) the report be received;
- b) the Subcommittee approves the draft Central City Transformation Plan and recommends it to the Strategy and Policy Committee for approval for public engagement, noting that the final plan will be reported to the Committee for approval on 8 December 2015; and
- c) the timetable for public engagement is approved and recommended to the Strategy and Policy Committee for approval.

Cr King dissenting

9. Policy Reviews

The Executive Director took the report as read and responded to the following questions:

- **Gateways Policy**
City Transportation staff would address whether it was a policy or plan that was needed as part of their review, and whether it continued to be required.
- **Street and Directional Signage Policy**
This policy had been replaced by a Signage Manual, with significant matters proposed to be picked up in any revised Gateways Policy.
- **Public Places Policy and Bylaw**
Staff were requested to consider the following issues in their review:
 - i. To make the policy and bylaw more concise and clearer;
 - ii. To make it easier for trading activities to take place, including promotion of mobile shops in the city and to reassess whether a fee was required to permit outdoor dining facilities.
- **Municipal Endowment Fund Investment Policy**
This policy was due a scheduled review, which would consider if the Endowment Fund could be used to better effect. It was noted that the Chief Finance Officer and Executive Director Special Projects were to take this review forward, including obtaining legal advice on any changes recommended.

Resolved: (Her Worship the Mayor Hardaker/Cr O'Leary)

Recommendation to Strategy and Policy Committee

That:

- a) the report be received;
- b) the following recommendation is made to the Strategy and Policy Committee:
That the Street and Directional Signage Policy be deleted;
- c) the following policy updates are presented at the November Business and Investment Subcommittee meeting:
 - i) Gateways Policy;
 - ii) Streetscape Beautification and Management Policy;
 - iii) Municipal Endowment Fund Investment Policy and Freeholding Council Domain and Municipal Endowment Leases Policy; and
 - iv) Public Places Policy and Bylaw.

10. Review of Business Improvement District (BID) Policy

The Executive Director spoke to the report and noted that the purpose of the proposed membership of the working group to undertake the policy review was to provide a degree of independence. It was also suggested that a member of the Subcommittee sit on the working group.

In response to questions, the Executive Director acknowledged it was important to have the appropriate balance on the working groups, including independent retail expertise and an understanding of BIDs operating in other parts of New Zealand and overseas.

Resolved: (Her Worship the Mayor Hardaker/Cr Forsyth)

That:

- a) the report be received;
- b) the terms of reference for the BID Policy review are approved and the working group is to report back to the Subcommittee on 18 November 2015;
- c) the Chief Executive is authorised to appoint the members of the BID Policy working group; and
- d) the Business and Investment Subcommittee member to the working group is Councillor O'Leary.

The Meeting was declared closed at 5:18pm.