
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 Thursday 10 March 2016 at 9:00am.

PRESENT

Chairperson Her Worship the Mayor J Hardaker
Members Cr M Forsyth
 Cr A King
 Cr A O’Leary
 Cr R Pascoe

In Attendance Richard Briggs – Chief Executive
 Kelvyn Eglinton – General Manager City Growth
 Sean Murray – Director H3 & Events
 Lee-Ann Jordan – Chief of Staff

Charlotte Day - Policy Advisor, Enterprise Policy, Science, Skills and Innovation
(Ministry of Business, Innovation and Employment) - *for Item 8 only*

Committee Advisor Mr B Stringer

1. Apologies

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

That the apologies from Councillor Forsyth (lateness) be received and accepted.

2. Confirmation of Agenda

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

That the Subcommittee confirm the Agenda.

3. Declarations of Interest

No members of the Committee declared a Conflict of Interest.

4. Public Forum

There was no Public Forum.

5. Business and Investment Subcommittee Open Minutes 18 November 2015 and 9 February 2016

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

That the Subcommittee confirm and adopt as a true and correct record:

- a) the Open Minutes of the Business and Investment Subcommittee Meeting held on 18 November 2015; and
- b) the Open Minutes of the Business and Investment Subcommittee Meeting held on 9 February 2016.

6. Business and Investment Subcommittee Action List - Open - 10 March 2016

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

That the Report be received.

7. Business Improvement District Policy Review

At the Chief Executive's invitation, the Chief of Staff, supported by the Director H3 & Events ('the Director') and General Manager City Growth ('the GM'), highlighted, and responded to questions on, the following points:

- **Working Group**
The Working Group met four times and approved the draft Business Improvement District ('BID') Policy ('the draft Policy'), as presented to the Subcommittee.
- **Executive Committee**
The draft Policy proposed three independent appointees to a BID Executive Committee, and that each Committee Member would have a two-year tenure to provide continuity and strategic planning.

- **Funding**
 - i. A BID targeted rate would be adjusted annually at an inflation percentage adopted by Council; this would be levied on consented commercial premises within a defined BID area. The draft Policy contemplated Council would retain a degree of flexibility in determining the inflation rate used.
 - ii. Staff would circulate a note on the composition of the funding formula used for BIDs to the Subcommittee Members, which was summarised by the Chief Executive.
 - iii. The Working Group was happy with the components of the formula.
 - iv. The draft Policy set out the process should a BID seek to increase its funding allocation. Members of a BID would need to approve such increase prior to Council being requested to approve the same. BIDs could also seek funding from alternative sources.

- **Central City BID**
 - i. The map used to delineate the central city BID area differed from the Central City Transformation Plan map; the Working Group was satisfied with different maps operating given the distinctive purposes. The central city BID could seek Council approval to a change to its designated footprint, if required.
 - ii. The report focussed on the establishment of any BID that wanted to operate in Hamilton; the performance of the current BID was reported separately to the Subcommittee on a six-monthly basis.

- **Measuring Performance**

A BID would need to comply with KPIs that would be agreed up-front, which would then be monitored and reported on to Council.

- **Targeted Consultation**
 - i. Staff were scheduled to meet with the Property Council:
 - a. for feedback on the draft Policy; and
 - b. at the request of the Subcommittee, to work through the Property Council's proposal for a Central Business District ('CBD') Board.

It was noted that there were members of the Property Council on the Working Group.
 - ii. It was suggested that business associations that operated in Hamilton should also be contacted as part of the proposed consultation.
 - iii. The Subcommittee or the Strategy and Policy Committee (once the matter was recommended by the Subcommittee) could request staff undertake wider consultation, if deemed appropriate.

- **Alternative Structures**

The Working Group's Terms of Reference, approved by the Subcommittee, concentrated on a review of the existing BID policy; other models similar to BIDs were considered as part of the original research undertaken by staff but were outside the Terms of Reference.

- **Draft Policy**
 - i. As contemplated in clause 1.4.2, preservation of heritage could be an appropriate factor for a BID's identity.
 - ii. Clause 1.6 in the draft reflected the interdependence between a BID and Council.
 - iii. Clause 8.1 proposed that Council could determine to cease funding to a BID. If desired, the BID could continue to operate in that situation, if it obtained alternative financing.
 - iv. Some of the KPIs listed in clause 9.8 were similar to those contained in the existing policy.

- v. Council had a legislative responsibility in relation to setting rates; as such Council needed to retain a discretion not to implement targeted rates to fund a BID.

Councillor Forsyth arrived during discussion on Item 7 (9:15am) and took part in the voting.

Resolved: (Crs O'Leary/Pascoe)

That:

- a) the report is received; and
- b) the draft Business Improvement District Policy is endorsed for targeted consultation with identified stakeholders and reported back to this Subcommittee's meeting in April.

Councillor King dissenting

Staff confirmed they would present any proposed changes to the draft Policy, to reflect feedback from the targeted consultation, prior to reporting back to the Subcommittee.

Staff were asked that their report to the Subcommittee in April consider the Property Council's proposed CBD Board and how it would relate to the operation of a BID association in the central city.

The Meeting adjourned from 10:35am to 10:41am

8. Regional Business Hub

The Chief Executive introduced the report and stated that a project manager would be appointed to commence work on the establishment of a Hamilton Waikato Business Hub. In response to questions, the Chief Executive advised the specific physical base for the Hub would be considered as part of the project manager's remit.

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

That the report be received.

9. Resolution to Exclude the Public

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

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 November 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 - 10 March 2016)	
C3. Development Site Update - Sonning Car Park Land		

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)

The Meeting moved to a Public Excluded session from 10:50am to 11:06am.

The Meeting was declared Closed at 11:06am