

## Minutes – Small Business Council meeting

<b>Date and location</b>	12 June 2019 Aintree Room, Rydges Rotorua, 272 Fenton St, Glenholme, Rotorua
<b>Attendees:</b>	Tenby Powell (Chair), Deb Shepherd (Deputy Chair), Terry Baucher, Alison Brewer, Rachel Brown, Anthony Buick-Constable, Nicole Buisson, Paul Dansted, Karen English, Jim Gordon, Andy Hamilton, Allison Lawton, Tania Siladi, Keith Taylor, Leeann Watson, Jerry He, Patti Poole (Secretariat), Kathy Brightwell (Secretariat), Ed Tregidga (Secretariat), Sassi Berger (Secretariat)
<b>Guests:</b>	Rotorua Mayor Steve Chadwick
<b>Apologies:</b>	Matt Ritchie
<b>Conflicts of Interest:</b>	Compiled on a conflicts register

Item	Topic	Discussion	Action
1	General business	<p><b>Opening from the Chair</b></p> <ul style="list-style-type: none"> <li>Chair opened the meeting at 11.00am due to flight delays.</li> </ul> <p><b>Previous minutes and actions</b></p> <ul style="list-style-type: none"> <li>The minutes of the May 2019 Small Business Council meeting were confirmed.</li> </ul> <p><b>Discussion and updates</b></p> <ul style="list-style-type: none"> <li>Deputy Chair thanked the Secretariat for putting together the draft strategy.</li> <li>Council discussed the process for release of the report. The Secretariat noted that the strategy and other advice will be submitted to the Minister for Small Business and he will need some time to consider the recommendations.</li> </ul>	

		<ul style="list-style-type: none"> <li>Redacted consistent with s9(2)(g)(i) of the OIA</li> <li>Redacted consistent with s9(2)(f)(iv) of the OIA</li> <li></li> </ul>	
Item	Topic	Discussion	Action
2	Debrief from compliance meeting with BAC	<ul style="list-style-type: none"> <li>Redacted consistent with s9(2)(f)(iv) of the OIA</li> <li>Redacted consistent with s9(2)(g)(i) of the OIA</li> </ul>	
Item	Topic	Discussion	Action
3	Refining the Small Business Strategy and prioritising recommendations	<ul style="list-style-type: none"> <li>Council discussed all draft recommendations and discussed wording, rationale and relevance.</li> <li>Redacted consistent with s9(2)(g)(i) of the OIA</li> </ul>	
Item	Topic	Discussion	Action
4	Meeting with Rotorua Mayor, Steve Chadwick	<ul style="list-style-type: none"> <li>The Council was joined by Rotorua Mayor, Steve Chadwick, who welcomed them to Rotorua and talked about her work programme and approach to business and iwi partnerships in Rotorua.</li> <li>She noted the importance of partnering with iwi in the development of the Rotorua District.</li> </ul>	

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5	Developing recommendations for ongoing support structures	<ul style="list-style-type: none"> <li>• Secretariat went through the support structures options with the Council.</li> <li>• Redacted consistent with s9(2)(f)(iv) of the OIA</li> <li>• </li> <li>• </li> <li>• </li> <li>• </li> <li>• </li> <li>• </li> </ul>	
Item	Topic	Discussion	Action
6	Developing recommendations on the future of the Small Business Council	<ul style="list-style-type: none"> <li>• Redacted consistent with s9(2)(f)(iv) of the OIA</li> <li>• </li> <li>• </li> <li>• </li> <li>• </li> </ul>	

		Redacted consistent with s9(2)(f)(iv) of the OIA	
Item	Topic	Discussion	Action
7	Next steps and close	<ul style="list-style-type: none"> <li>• Council tried to find an alternative date for the last meeting and discussed having a handover event with the Minister.</li> <li>• Chair thanked Council.</li> <li>• Chair closed the meeting at 3.30pm.</li> </ul>	