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# Te Kāhui Tohutohu mō te Pakihi Iti / Small Business Advisory Panel

## OPEN MINUTES

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Minutes of a meeting of the Small Business Advisory Panel held in the Room 1, Level 26, Te Wharau o Tāmaki - Auckland House, 135 Albert Street, Auckland on Monday, 17 February 2025 at 1.05pm.

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### TE HUNGA KUA TAE MAI | PRESENT

**Members**

Dean Stuart, Presiding  
Sunny Kaushal

From 1.18pm, Item 5  
until 1.40pm, Item 6  
Until 2.45pm, Item 7

Robson Liang  
Jo Plant  
Member Richette Rodger  
Semisi Potauaine

### TE HUNGA KĀORE I TAE MAI | ABSENT

**Chairperson  
Members**

Cr Ken Turner  
Neville Boyd  
Vivike Choudhary  
Colin Dunn  
Rudd Hughes  
Natasha McDowall  
Dr Andrew Munya  
Ragbir Singh  
Manawawharepu Udy

### TE HUNGA ĀPITI KUA TAE MAI | ALSO PRESENT

**Mayor  
Councillor**

Wayne Brown  
Julie Fairey

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Note: In the absence of Chairperson Cr K Tuner, Member D Stuart presided.

### Motion

Resolution number SBAPC/2025/1

MOVED by Member D Stuart, seconded by Member R Liang:

**That the Small Business Advisory Panel:**

- a) **whakaae / agree that if a member fails to attend three consecutive meetings, the Chair may recommend to the Mayor that the member be removed. Additionally, steps will be taken to appoint a replacement in accordance with standard Council advisory panel procedures.**

**CARRIED**

### 1 Ngā Tamōtanga | Apologies

Resolution number SBAPC/2025/2

MOVED by Member J Plant, seconded by Member R Rodger:

**That the Small Business Advisory Panel:**

- a) **whakaae / accept the apologies from Chairperson K Turner, Member N McDowall, Member R Singh, and Manawaharepu Udy.**

**CARRIED**

### 2 Te Whakapuaki i te Whai Pānga | Declaration of Interest

Members were reminded of the need to be vigilant to stand aside from decision making when a conflict arises between their role as a member and any private or other external interest they might have.

There were no declarations of interest.

### 3 Te Whakaū i ngā Āmiki | Confirmation of Minutes

Resolution number SBAPC/2025/3

MOVED by Member D Stuart, seconded by Member R Liang:

**That the Small Business Advisory Panel:**

- a) **whakaū / confirm the extraordinary minutes of its meeting, held on Monday, 4 November 2024, as a true and correct record.**

**CARRIED**

#### 4 Ngā Pakihi Autaia | Extraordinary Business

There were no items of extraordinary business.

#### 5 Artificial Intelligence: Council work in this space

A PowerPoint presentation was given. A copy has been placed on the official minutes and is available on the Auckland Council website as a minutes attachment.

*Member S Kaushal joined online to the meeting at 1.19pm.*

Resolution number SBAPC/2025/4

MOVED by Member J Plant, seconded by Member R Rodger:

**That the Small Business Advisory Panel:**

- a) tuhi ā-taipitopito / note the presentation from Richard Jarrett, Director, Group Shared Services.
- b) kōrero / discuss and share feedback.

**CARRIED**

#### Attachments

- A 17 February 2025, Small Business Advisory Panel, Item 5 - Artificial Intelligence: Council work in this space, presentation

#### 6 Update on the compliance approach undertaken by the Licensing and Compliance department

A PowerPoint presentation was given. A copy has been placed on the official minutes and is available on the Auckland Council website as a minutes attachment.

*Member S Kaushal retired from the meeting at 1.40pm.*

Resolution number SBAPC/2025/5

MOVED by Member D Stuart, seconded by Member J Plant:

**That the Small Business Advisory Panel:**

- a) tono / request staff to draft a letter to the relevant ministers responsible for compliance, advocating for Auckland Council to have the ability to set appropriate and reasonable penalties and fines for the region.
- b) tuhi tīpoka / note the draft letter will be circulated to panel members for review prior to it being sent to the appropriate ministers.

**CARRIED**

Resolution number SBAPC/2025/6

MOVED by Member J Plant, seconded by Member D Stuart:

**That the Small Business Advisory Panel:**

- a) **tuhi ā-taipitopito / note the revised approach to compliance.**
- b) **tono / request that whenever feasible, distribute the information to industry stakeholders for their awareness.**

**CARRIED**

**Attachments**

- A 17 February 2025, Small Business Advisory Panel, Item 6 - Update on the compliance approach undertaken by the Licensing and Compliance department, presentation

The meeting adjourned at 2.03pm and reconvened at 2.12pm.

Note: The chairperson accorded precedence to Item 8 – Annual Budget, at this time.

**8 Annual Budget**

A PowerPoint presentation was given. A copy has been placed on the official minutes and is available on the Auckland Council website as a minutes attachment.

*Member R Liang retired from the meeting at 2.45pm.*

Resolution number SBAPC/2025/7

MOVED by Member J Plant, seconded by Member R Rodger:

**That the Small Business Advisory Panel:**

- a) **tuhi ā-taipitopito / note the update on the Annual Budget and provide input.**

**CARRIED**

**Attachments**

- A 17 February 2025, Small Business Advisory Panel, Item 7 - Annual Budget, presentation

The meeting adjourned at 3.02pm and reconvened at 3.14pm.

**7 Room to Move i te Pokapū Tāone, developing our City Centre Parking Management Plan**

A PowerPoint presentation was given. A copy has been placed on the official minutes and is available on the Auckland Council website as a minutes attachment.  
Resolution number SBAPC/2025/8

MOVED by Member R Rodger, seconded by Member J Plant:

**That the Small Business Advisory Panel:**

- a) arotake / review Room to Move i te Pokapū Tāone - City Centre Parking Management Plan.
- b) tuku / provide feedback where appropriate into Room to Move i te Pokapū Tāone - City Centre Parking Management Plan.

**CARRIED**

**Attachments**

- A 17 February 2025, Small Business Advisory Panel, Item 8 - Room to Move i te Pokapū Tāone, developing our City Centre Parking Management Plan, presentation

Note: Item 8 – Annual Budget was considered prior to Item 7 – Room to Move i te Pokapū Tāone, developing our City Centre Parking Management Plan.

**9 Te Whakaaro ki ngā Take Pūtea e Autaia ana | Consideration of Extraordinary Items**

There was no consideration of extraordinary items.

3.33 pm

The chairperson thanked members for their attendance and attention to business and declared the meeting closed.

CONFIRMED AS A TRUE AND CORRECT RECORD  
AT A MEETING OF THE SMALL BUSINESS  
ADVISORY PANEL HELD ON

**DATE:**.....

**CHAIRPERSON:**.....