

**Board Meeting Agenda**

Tuesday 25 August 2020 – Microsoft Teams

Item	Subject	Presented By	Action	Start Time	Duration
	<b>OPEN AGENDA</b>				
1	Apologies; Directors Interest Register; Conflicts of Interest Declaration and Open Minutes 28 July 2020	Mark Franklin	To Note	9:00:00 am	5
2	Chief Executive's Report	Nick Hill	To Note	9:05:00 am	20
3	General Business	Mark Franklin	To Discuss	9:25:00 am	5
	<b>Close of Open Meeting</b>			9:30:00 am	

**ATEED Board Interests and Conflicts Register**

<b>Director</b>	<b>Interests and Conflicts</b>
Mark Franklin	<p>                     Director, Precinct Management Limited (3014500)                      Director, Te Kuha General Partner Limited (3378973)                      Director, Aquaclear Dewatering Technology Limited (1421603)                      Director, Rangitira Developments Limited (636073)                      Director, Stevenson Holdings Limited (1421605)                      Director, Stevenson South Island Limited (1908766)                      Director, Stevenson Group Limited (827774)                      Director, Drury South Limited (1488624)                      Director, Stevenson Agriculture Limited (1645457)                      Director, Auckland Regional Chamber Of Commerce &amp; Industry Limited (364056)                      Director, Lochinver Station Limited (1488629)                      Director, Oteha Valley Investments Limited (1856790)                      Director, Cloudview Holdings Limited (1025273)                      Director, Stevenson Mining Limited (1274011)                      Director, Swimtastic Limited (1480597)                 </p> <p>Party to a Deed of Indemnity and Undertaking between the Director and the Company and an insured party under a Directors and Officers Liability Insurance Policy and a Defence Costs Insurance Policy arranged and funded by the Company</p>
<b>Director</b>	<b>Roles &amp; Responsibilities outside of ATEED</b>
Evan Davies	<p>                     Chair, Capital Investment Committee                      Chair, Hospital Redevelopment Partnership Group                      Chair, Tāmaki Regeneration Limited (5840214)                      Trustee, Anglican Trust for Women and Children                      Trustee, Auckland Arts Festival                      Trustee, Auckland City Mission                      Trustee, Melanesian Mission Trust Board                      Director, Todd Property Group Limited (2291506)                      Director, Todd Property Groups together with all subsidiaries                 </p>

	<p>Director, BBIG Group together with its subsidiaries          Director, Western Hills Holdings Limited (6948733)          Director, WIN Limited (6192307)          Director, Priory Pastoral Developments Limited (1472500)          Director, Priory Pastoral Farm Limited (1370798)          Director &amp; Shareholder, Kokako Farms Limited (152400)          Director, Tāmaki Redevelopment Company Limited (3937662)          Director, THA GP Limited (5840752)          Director, Kimono Capital Limited (6341449)          Director &amp; Shareholder, Welch Securities Limited (1122606)          Director, Flinders Mines (ACN 091 118 044)</p> <p>Party to a Deed of Indemnity and Undertaking between the Director and the Company and an insured party under a Directors and Officers Liability Insurance Policy and a Defence Costs Insurance Policy arranged and funded by the Company</p>
<b>Director</b>	<b>Roles &amp; Responsibilities outside of ATEED</b>
Mike Taitoko	<p>Director and Shareholder of Waiora Consulting Limited (5330302)          Director and Shareholder of Takiwa Limited (3887379)          Director, Canvasland Holdings Limited (429999)          Director &amp; Shareholder, Maratini Holdings Limited (6261547)          Director, Mercury LTI Limited (4387380)          Director, Mercury NZ Limited (936901)          Director, Toha Foundry, (7108533)</p> <p>Party to a Deed of Indemnity and Undertaking between the Director and the Company and an insured party under a Directors and Officers Liability Insurance Policy and a Defence Costs Insurance Policy arranged and funded by the Company</p>
<b>Director</b>	<b>Roles &amp; Responsibilities outside of ATEED</b>
Carol Cheng	<p>Director and Shareholder, Hong Consulting Limited (5693050)          Director and Shareholder, CYWE Trustee Limited (4598981)          Director and Shareholder, CYWE Trading Limited (6290857)          Shareholder, Eastland Property Services Limited (5839364)</p>

	<p>Shareholder, Auckland International Airport Limited (380357)  Shareholder, Spark New Zealand Limited (5539397)  Shareholder, Comvita Limited (194391)  Shareholder, SkyCity Entertainment Group Limited (610568)  Executive Board Member, New Zealand China Trade Association  Treasurer, New Zealand China Trade Association</p> <p>Party to a Deed of Indemnity and Undertaking between the Director and the Company and an insured party under a Directors and Officers Liability Insurance Policy and a Defence Costs Insurance Policy arranged and funded by the Company</p>
<b>Director</b>	<b>Roles &amp; Responsibilities outside of ATEED</b>
Stuart McCutcheon	<p>Director &amp; Shareholder, Lexington Properties Limited (1605485)  Trustee, Kings School  Trustee, Woolf Fisher Trust  Trustee, Sir Woolf Fisher Trust  Director, Haydn &amp; Rollett Limited (440227)  Director, Haydn &amp; Rollett Property Fund Limited (3671045)  Director, Haydn &amp; Rollett Property Fund No.1 Limited (7674916)  Director &amp; Shareholder, Kings School Auckland Limited (43711)</p> <p>Party to a Deed of Indemnity and Undertaking between the Director and the Company and an insured party under a Directors and Officers Liability Insurance Policy and a Defence Costs Insurance Policy arranged and funded by the Company</p>
<b>Director</b>	<b>Roles &amp; Responsibilities outside of ATEED</b>
Daniel Walker	<p>Director and Shareholder, Korowai Hikuroa Consulting Limited (7387217)  Deputy Chairperson, New Zealand Māori Tourism Society  Pou Tuarā o Te Rūnanga o Ngāti Ruanui Trust  Shareholder, Ngati Ruanui Tahua Limited (4444323)  Director, School of Indigenous Studies Limited (6533414)  Director, Whanau Mārama Parenting Limited (3491811)  Shareholder, Ngati Ruanui Fishing Limited (1773938)  Trustee of Ngā Whaotapu  Trustee of Meremere Marae Charitable Trust  Board of Trustee of Stanmore Bay Primary School</p>

	<p>Advisory Board Chair of Indigenous Growth Limited          Advisory Board of Massey University Executive Education          Digital Advisory Board of MIT          Member of the Registered Celebrants of Aotearoa          Trustee of Tahu Hikuroa Foundation          Chair of Executive Committee - University of Auckland Māori Alumni</p> <p>Party to a Deed of Indemnity and Undertaking between the Director and the Company and an insured party under a Directors and Officers Liability Insurance Policy and a Defence Costs Insurance Policy arranged and funded by the Company</p>
<b>Director</b>	<b>Roles &amp; Responsibilities outside of ATEED</b>
Ziena Jalil	<p>Director and Shareholder, Kings Drive Limited (6289072)          Director and Shareholder, Athene Collaborative Limited (6734694)          Director and Shareholder, Myyodaa Limited (7123393)          Board Member, Cancer Society, Auckland, Northland          Advisory Board Member, New Zealand Asian Leaders          Director, Unitec New Zealand Limited (7927097)          Director, Manukau Institute of Technology Limited (7925977)</p> <p>Party to a Deed of Indemnity and Undertaking between the Director and the Company and an insured party under a Directors and Officers Liability Insurance Policy and a Defence Costs Insurance Policy arranged and funded by the Company</p>

## OPEN BOARD MINUTES

- What:** Minutes of a Meeting of Board of Directors of Auckland Tourism Events and Economic Development Limited
- Where:** ATEED, Level 7, 167b Victoria Street West, Auckland 1010
- When:** Tuesday, 28 July 2020 at 9.00 a.m.
- Directors:** Mark Franklin (Chair)  
Stuart McCutcheon  
Carol Cheng  
Ziena Jalil  
Dan Walker  
Evan Davies  
Mike Taitoko
- In Attendance:** Nick Hill, Chief Executive  
Correen Painter, Company Secretary & Legal Counsel  
Noah Maffitt, GM Strategy (Item 5)  
James Robinson, Head of Strategy & Planning (Item 5)  
Parin Rafiei Thompson, Manager Climate Innovation & Sustainability Strategy (Item 5)  
Sarah Johnstone-Smith, Principal Advisor, CCO/External Partnerships  
Councillor John Watson  
Pam Ford, GM Economic Development  
Sarah Naude, Propero Consulting Limited (Board Observer)  
Jacob Smith-Jude, Propero Consulting Limited (Board Observer)
- Public & Media  
Attendance:** Catherine Marshall, Equal Justice Project (Item 5)  
Christina Posner, Equal Justice Project (Item 5)
- Apologies:** None

**1. Apologies**

The Board **noted** there were no apologies.

**2. Directors Interest Register, Conflicts of Interest Declaration**

The Board **noted** the Directors Interest Register and **noted** there were no Conflict of Interest Declarations.

**3. Open Minutes of Previous Meeting**

The Board **approved** the draft minutes from 25 June 2020 Board Meeting and confirmed the minutes were a true and correct record.

**4. Open CE Report**

Auckland Council has approved the emergency budget and a 3.5% general rates increase.

Central Government has confirmed \$40million for the Regional Business Partners programme of which \$10million will come to Auckland. There are currently 46 people currently working on the Regional Business Partners programme. An additional \$3.7million of funding will be provided to help tourism businesses specifically.

The Board thanked Nick for the update.

*James Robinson, Parin Rafiei Thompson, Christina Posner and Catherine Marshall entered the meeting.*

**5. Equal Justice Project**

The Chair advised that at this open meeting the Board would consider shareholder feedback on ATEED's draft Statement of Intent and that members of the public were entitled to attend and address the Board in relation to this.

Christina Posner and Catherine Marshall **spoke** to the Board.

Christina and Catherine noted that ATEED would likely be focusing on economic recovery due to COVID-19 but requested ATEED still work towards reducing their impact on climate change and increasing sustainability practices. The section in the Statement of Intent on sustainability was broad

and it would have been preferable to note measurable KPI's for actionable targets to be consistent with the target of halving carbon emissions by 2030 and support business to transition to a low carbon, resilient, green economy.

Parin Rafiei Thompson **spoke** to the Board.

ATEED is currently working on baseline measurements so progress can be measured transparently and allow tangible KPI's to be set. ATEED has been audited to be certified for Toitū Diamond Environmental Management System and certification is expected to be issued in August 2020. This system will support ATEED in meeting its environmental obligations, goals and objectives.

Auckland Council and CCOs have committed to reduce their emissions by 50% by 2030. ATEED is currently compiling an emissions inventory including methodology and report which will can then be verified. This emission reduction strategy aligns with Auckland Council group. In addition, ATEED is also looking at piloting a ZeroCarbon action *for an upcoming event* in collaboration with Toitū.

The action plan noted in the Statement of Intent is specifically for the visitor economy sector. The desired output will be a set of 11-12 strategic actions which both ATEED and industry can activate. The actions will align with Te Tāruke-ā-Tāwhiri, Destination AKL 2025 strategy and other relevant commitments such as New Zealand Tourism Sustainability Commitments. Once there is clarity on the level of funding and required engagement, ATEED will be in a position to communicate the major milestones for releasing the action plan.

Te Tāruke-ā-Tāwhiri: Auckland Climate Plan was approved by Environment and Climate Change Committee on 21<sup>st</sup> July 2020 and means the Auckland Council group have committed to implementing the plan's ambitious climate targets. ATEED has been involved in the development of the plan and is leading three of the economic programs.

ATEED has also completed a climate and economic agility risk assessment for Auckland's economy priority sectors. This identifies the risk and opportunities due to climate change, physical impacts, and the transition to low carbon economy in light of the impact of COVID-19. ATEED is working alongside the business community in reducing business emissions and working towards a regenerative economy. ATEED in conjunction with X-Labs ran a pilot workshop a few months ago working with specific businesses to help with the circular economy and reusing waste.

The Board **thanked** Christina Posner and Catherine Marshall for their presentation.

*Christina Posner and Catherine Marshall left the meeting.*

The Board meeting closed at 10:00am



**SIGNED** by the Chairperson as an accurate record of the meeting:

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Chair

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Date

# Chief Executive Report

For the month of July 2020

[aucklandnz.com](http://aucklandnz.com)



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## Snapshot of the period ending 31 July

- The ATEED-produced **Auckland's Future, Now** event brought together more than **200 business leaders** from across the region to share insights, and help shape what the future will be for Auckland. **Mayor Phil Goff** spoke before keynote speakers **Rob Fyfe and Sir John Key**. Their thought-provoking and insightful addresses were followed by eight moderated panel discussions across a range of key topics, and a Q&A session with **former PM Helen Clark**.
- **Auckland Council's Emergency Budget** was formally signed off at the end of July – providing some surety around ATEED's overall funding for this year. The decision taken by the Governing Body confirms the suspension of the **Accommodation Provider Targeted Rate**, which means that ATEED's funding envelope **reduces by \$10.7m** in FY20/21. This confirmation enables ATEED management to finalise the business plan prioritisation and move forward with implementation in critical areas, such as domestic marketing.
- **MBIE** has confirmed that ATEED will receive **\$1 million in funding** via the **Strategic Tourism Assets Protection Programme**. This funding will contribute to the delivery of some of the urgent actions outlined in the Destination AKL Recovery Plan.
- On **12 August, Auckland went back into Level 3 lockdown**. This has significantly impacted the Auckland's economy when compared to the rest of New Zealand .

## Key Highlights

### Economic Development

- On 5 August, ATEED hosted **Auckland's Future, Now**, a one-day business-focused summit for panellists and participants to share perspectives and practical expertise **on operating in a COVID world**, the constraints Auckland/Tāmaki Makaurau faces and future opportunities. A number of key themes emerged during the day, including the need to grasp the **short window of competitive advantage** Auckland has in the COVID-19 world, the need for **government-led processes** to be faster-moving and more flexible, a reset with an **emphasis on technology** across all sectors, and a future focus on **opportunities in the circular economy**. But the business leaders were united in their view about the most crucial action required – to remove the **current border closure constraints** on business and job creation. The following morning, the work to convert the discussions into concrete actions began, with a meeting involving a core group of influential business people from a range of sectors who have agreed to guide the development of **Auckland's new agenda for economic recovery**.
- **Screen Facilitation: 76 permits** were issued in July (76 YTD). **84 enquiries** were received (84 YTD).
- All 10 of the **On Screen Sessions Webinar Series** have been completed, with a final report being compiled to be shared internally.
- **Regional Business Partner Network (RBP) programme:** In July, the Government increased the Covid-19 funding available to Auckland businesses by **\$16.4m**, including \$3.87m ring fenced for **tourism businesses**. ATEED is expected (by NZTE) to distribute the funds by the end of **October**.
- The **demand** from businesses and increase in Covid-19 funding (in addition to usual R&D funding and loan scheme) has been **challenging** for management in terms of increasing the number of trained business advisors and support staff required to deliver it. **Technology**, which was a challenge during lockdown, has re-emerged in Level 3 with the increased usage on the Council system.

- About **55** people across ATEED are involved in delivering the RBP programme (**39 FTE**). Many of these are new to the programme, including 6 people still in training.
- There is a **queue** for businesses requesting funds. Once they register, it is taking about **15** days to be called by an advisor. This backlog is being fast tracked from 17 August, now that we are adequately resourced. About **\$200,000** of **vouchers** are issued per **day**.
- To ensure that businesses are **aware** of the support package and to deliver the **funding** in the allocated period, a **media campaign** will kick off late **August**. This supplements direct messaging via numerous channels – Manaaki, business associations, Whaariki, tourism and other industry newsletters, local board updates, business.govt.nz, ATEED newsletters and others.
- **4474** Auckland businesses registered on the RBP platform between 23 March and 4 August 2020 – almost four times as many as in 2019. Since July 14, when the new tranche of the COVID-19 support funding was announced, **977** new businesses have registered; **2987** COVID-19 vouchers have been allocated to businesses; a total value of **\$5.9m to date**
- **GridAKL buildings** had fully opened for all returning residents in July and Cafe Collective was up and running again, but were forced to close again under Level 3 restrictions). Once Level 3 lifts, the GridAKL team will work to reactivate the community, reinstate all services and to reconnect residents with Community lunches, learning sessions and other community focussed activations. In July there were **44** Events, with **1500** attendees. The Hatchbox venue was booked for 16 days in July.
- The **Southern Food Corridor** is an ATEED initiative that aims to develop an investment proposition, based on **the Food & Beverage** sector, to support the creation of quality jobs in **Drury**. It is in the pre-development phase with identification of key 'champion projects' and businesses. A submission to NZTE for funding has been submitted detailing pre-project planning, initiation, feasibility, and delivery and will now include intervention activities.
- **Digital Capability Assessment** tool – **853** assessments have been completed by 745 registered users (as at 31 July) to understand digital shortcomings for their business and the opportunities available through digital enablement.
- In its scoping phase, **Industry 4.0 in F&B** is a new initiative aimed at bringing together industry, academia, government and other stakeholders to align on strategic priorities to grow and sustain the food & beverage manufacturing sector for the long-term, improving **productivity** in **F&B manufacturing** via wider uptake of Industry 4.0 solutions.
- **Pop-up business school**: The final free 2-week business accelerator workshop for the 2019/20 financial year at the Fickling Centre in Three Kings was postponed due to the COVID-19 shutdown and was **rescheduled to 17–28 August 2020** at the same venue, but once again have not been able to occur due to Level 3 restrictions.

## Destination

- In addition to the RBPN programme COVID-19 Business Advisory Fund, the Government has committed \$10 million, of which **\$3.8 million** is allocated to **supporting tourism businesses in the Auckland region**, through the **Tourism Transitions Programme**. Eligible businesses will receive vouchers of up to \$5000 to access advice and expertise to support business continuity. The Destination division has been supporting the delivery of the RBPN programme to help enable business recovery for the sector.
- The announcement that New Zealand will host a **virtual APEC 2021** significantly impacted the dedicated Auckland programme that ATEED had been co-ordinating on behalf of Auckland Council. The APEC 2021 programme led by MFAT is ongoing.
- **Go with Tourism (GWT)** continues to report a **reduction** in requests for assistance. In July, they received an average of **four** registrations per day and are optimistic that these are **early signs of recovery for tourism** in New Zealand. With the assistance requests slowing down, July was spent prioritising the multiple events, engagement programmes and web developments being created and launched. This included preparing for **GWT expos** in August and September in New Zealand's four biggest cities, the first four episodes of **The Itinerary** were produced on 27 July, the **Pledge a Placement programme** that was on hold has been reactivated with five students already placed into educational work experiences, and recent **marketing campaigns** have led to an increase of followers across all social media platforms.
- **The Study Auckland** team secured **\$100,000** from **The University of Auckland** for ATEED to develop a **Virtual Internship Project** in partnership with Talent Solutions, the experts in graduate recruitment. Virtual internships were delivered for **100** students in July. Students worked in groups of 6-8 to help local businesses tackle current challenges. They pitched ideas and solutions back to businesses and provided a written report.

- **Elemental AKL** returns in spring to showcase arts, eats and beats across Tāmaki Makaurau. ATEED has been working closely with leading events, entertainment, arts and hospitality experts to produce *Elemental AKL*, bringing together a diverse programme of more than 30 events **from 1-31 October**. The festival programme is now available at [elementalaki.co.nz](http://elementalaki.co.nz). Events take place throughout the Auckland region, including **central Auckland, Mangere, Matakana, Onehunga and beyond**. Promotion of the *Elemental AKL* festival is in market and will progressively roll out across key drive and fly markets of **Northland, Waikato and Bay of Plenty, Wellington and Christchurch**.
- Working with **ACB** membership and industry partners, ACB's business events opportunities supported YTD July FY20/21 has resulted in **11** wins, with a future Total Impact Estimated Value<sup>1</sup> of **\$214k**, generating **65** visitor nights from a total of **1212** attendees. The estimated visitor spend of these opportunities will be **\$16k**. A total of **36** new **opportunities** have been supported YTD July FY20/21, with a Total Impact Estimated Value of **\$6.4m**, generating **16,073** visitor nights from a total of **8949** attendees. The estimated visitor spend of these opportunities is **\$5.8m**. As at end **July 2020**, ACB has recorded an accumulated total of **82** opportunities won for Auckland which will take place from now until 2027, representing a Total Impact Estimated Value of **\$57.3m**, generating **153,672** visitor nights from a total of **37,215** attendees. The estimated visitor spend of these opportunities is **\$54.7m**.

## Māori Outcomes

- **Māori business support** provided via the **Covid-19 RBPN fund**: 21 vouchers issued across the month to Māori businesses in Auckland. 130 Māori businesses have received a COVID-19 voucher, out of 169 Māori businesses that have applied.
- Eight out of 10 webinars have now been delivered in the **Māori Collab webinar series** up to 31 July.

## Climate Change & Sustainability

- Auckland Council has **officially adopted Auckland Climate Plan - Te Tāruke-ā-Tāwhiri** on 21st July 2020. Te Tāruke-ā-Tāwhiri has dual goals of reducing **our greenhouse gas emissions** by 50 per cent by 2030 and achieving **net zero emissions** by 2050 and to prepare for the impacts of **climate change** based on **precautionary principles** - our current emissions pathway. Every action is designed to ensure it has multiple co-benefits and considers equity across the plan. The Climate Innovation and Sustainability team **submitted 3 applications under the Long-Term Plan (LTP) funding process**. These programmes are establishing a "**climate innovation hub**", "**moving towards a more resilient & regenerative economy**", and "**support businesses to transition to a low carbon, resilient future**" and they are all under the economy section of Te Tāruke-ā-Tāwhiri.
- ATEED has received **Toitū Diamond Certification** for Environmental Management System (EMS). This system will support ATEED in meeting its environmental obligations, goals and objectives across our operations and work with Auckland businesses. Toitū enviromark diamond-certified organisations exceed the requirements of ISO 14001, one of the world's best-known environmental standards.
- The **Climate Change and Sustainability Page** has been released on The Hub, the internal information portal for ATEED staff on SharePoint. This will be a one-stop-shop for information and resources for ATEED staff to upskill and gain awareness.
- **ATEED's emissions will be audited** on 21 August. Auckland Council and CCOs have committed to reducing their emissions by 50% by 2030.

## Financial information for the period ending 31 July 2020

- Financial information for the period ending 31 July will remain **confidential** until Auckland Council Group releases final results on the stock exchange which is scheduled end of September.

<sup>1</sup> The Total Impact Estimated Value estimates the total revenue generated by the opportunity for the Auckland region, whereas the visitor spend estimates the value of new money brought in by visiting delegates spent directly on event facilitation.