

CONFIRMED MINUTES

MAINSTREET TAURANGA INC BOARD MEETING



At the **Mainstreet Tauranga Inc Board Meeting** on **19 Aug 2026** these minutes were confirmed as presented.

Name:	Mainstreet Tauranga
Date:	Wednesday, 15 July 2026
Time:	7:30 am to 9:03 am (NZST)
Location:	Basestation, 148 Durham Street, Tauranga
Board Members:	Brooke Courtney, Margaret Cowey - Rodger, Ralph Ward, Stephen Hahn, Susan Taylor
Attendees:	Genevieve Whitson, Info@ Downtown Tauranga
Apologies:	Tom Beswick, Liam Jackson, Richard Faire, Naden Tamihere
Guests:	Tauranga City Councillor Rod Taylor, Kendyl Sullivan
Notes:	Apologies from Paula Naude

1. Opening Meeting

1.1 Welcome & apologies

Co-chair Brooke opened the meeting welcoming guests Councillor Rod Taylor and Kendyl Sullivan from Tauranga City Council (TCC). Apologies were noted from Tom, Liam, Richard, Naden and Paula Naude from Tauranga City Council.

1.2 Confirm previous minutes

Mainstreet Tauranga Inc Board Meeting 17 Jun 2026, the minutes were confirmed as presented.



June 2026 Minutes Approved

The June 2026 minutes were approved

Decision Date: 15 Jul 2026
Mover: Stephen Hahn
Second: Margaret Cowey - Rodger
Outcome: Approved

1.3 Interests Register

There were no additional interests declared

2. Management Reports

2.1 Co-Chair Report & update

The Co-chairs provided a verbal update.

Co-chair Brooke reported on a meeting with Tauranga City Councillors, the Mayor, and representatives from the Pāpāmoa, Greerton and Mount Maunganui Mainstreet Associations. The meeting provided an opportunity for open discussion on shared successes, challenges, common priorities, opportunities for greater Mainstreet collaborations and the use of public spaces in the city centre and the impact on businesses.

Co-chair Brooke and Councillor Taylor outlined plans to engage with corporate businesses in the city centre to encourage increased spending and participation downtown.

Co-chair Stephen provided support to Downtown Tauranga during the Manager's absence, including liaising with the Bay of Plenty Times regarding the Matariki Star Trail and approving communications.



Add to August Agenda

The use of public spaces in the city centre and impact on businesses to be added to August meeting agenda

Due Date: 19 Aug 2026

Owner: Info@ Downtown Tauranga

2.2 Finance Report

The finance report was taken as read.

In Tom's absence, the Manager provided an overview of the year-end financial position, noting a \$20,000 overspend, primarily attributable to sponsorship expenditure that was outside the approved yearly budget. With an underspend in some areas the budget has managed to stay roughly within target.

An underspend in advertising was noted due to the delayed delivery of the Shop Local advertising campaign. The campaign is expected to be circulated to the Board for approval shortly.



Finance Report Approved

The Finance Report was approved

Decision Date: 15 Jul 2026

Mover: Ralph Ward

Second: Margaret Cowey - Rodger

Outcome: Approved

2.3 Managers report

The Managers report was taken as read.

The Manager provided an update on the establishment of the City Centre Development Incentive Fund (CCDIF) Steering Group, with the inaugural meeting scheduled for the following week.

The board discussed the negative impact of rising fuel costs on city centre businesses, noting the effect on visitor spending and city revenue at an already challenging time as businesses move into the winter months. It was noted that this issue is being experienced by Mainstreet organisations nationally. Downtown Tauranga will continue to promote the city centre, supported by the upcoming Shop Local campaign.

The board discussed the effectiveness of the Downtown Tauranga Voucher Booklet following feedback from some businesses that vouchers had not been widely redeemed. It was agreed that

future reprints will be reviewed once the current stock has been distributed and further feedback has been received.

The Manager confirmed that this year's Annual General Meeting is planned for 13 October at Toi Tauranga Art Gallery.



Confirm AGM date

The Manager to confirm AGM date after discussion possible date conflict with Mount Mainstreet AGM

Due Date: 19 Aug 2026
Owner: Genevieve Whitson



The Managers Report Approved

The Managers Report was approved

Decision Date: 15 Jul 2026
Mover: Stephen Hahn
Seconders: Margaret Cowey - Rodger
Outcome: Approved

3. Major Decisions and Discussions

3.1 Sub-Advocacy Committee update

The Sub-Advocacy Committee update was deferred to the August board meeting as key members weren't present.

3.2 Draft Sub-regional Commercial Centre Strategy - Stakeholder engagement

Kendyl advised that the deadline for feedback on the draft Sub-regional Commercial Centre Strategy has been extended by two months.

The Board discussed the Manager's draft submission and identified several points for inclusion, in relation to parking, loading zones and the impact of outlying shopping centres on the city centre. The Manager will incorporate this feedback into Downtown Tauranga's submission. The Manager will also arrange a meeting with the Co-chairs and the TCC Commercial Centre Strategy team.



Meet with Sub-regional Commercial Centre Strategy Team

The Manager to arrange a meeting with the TCC Commercial Centre Strategy Team and invite DT Co-chairs.

Due Date: 19 Aug 2026
Owner: Genevieve Whitson



Feedback to be included in DT submission

The Manager to include feedback on parking incentives and loading zones in DT feedback on the draft Sub-regional Commercial Centre Strategy.

Due Date: 19 Aug 2026
Owner: Genevieve Whitson

3.3 Surplus Money Consideration

The Board discussed potential opportunities for investing the surplus funds and provided guest attendees with an overview.

Ideas considered include the cost of exploring the concept of a unique waterfront event, DT will circulate a video example of this event to board members. Other ideas include activation of vacant spaces, a Tauranga historical photography exhibition, and an illuminated Tauranga Moana sign.

It was agreed that Downtown Tauranga will develop a shortlist of potential projects for consideration at the next board meeting. The shortlisted projects will also be discussed with key stakeholders including TCC and Tourism Bay of Plenty to avoid duplication of existing initiatives before being shared with members for feedback.



Surplus Funds Shortlist

DT to create shortlist of projects for consideration of surplus funds use. To be discussed at August board meeting.

Due Date: 19 Aug 2026

Owners: Genevieve Whitson, Info@ Downtown Tauranga

3.4 TCC Discussion Items

Kendyl provided an overview of the experiences of other Mainstreet organisations that have expanded their boundaries, including the opportunities and unforeseen challenges that have arisen.

The Board discussed the potential advantages and disadvantages of boundary expansion, including the implications for members and the value it would deliver.

Councillor Taylor provided an update on previous discussions relating to Mainstreet boundaries and the legislative and geographic constraints that currently influence Mainstreet activities. Councillor Taylor also noted that forthcoming local government changes may have a significant impact on council boundaries and Mainstreet areas. In light of this, the Board agreed that further consideration of boundary expansion should be deferred until the implications of these changes are known.



Border expansion on hold

Border expansion on hold until local government changes are confirmed

Due Date: 19 Aug 2026

Owner: Genevieve Whitson

Councillor Taylor provided an update on a number of projects currently underway. This included the establishment of an activation subgroup to engage with corporate businesses in the city centre and encourage staff to support local businesses. The initiative will be fronted by Councillor Taylor and the Mayor to demonstrate leadership and support for the city centre.

Councillor Taylor also updated the board on a recent safety and security meeting with DT, TCC and NZ Police. Discussion focussed on issues in the Grey Street area, including homelessness, public cannabis use and the need for a greater police presence in the area. Discussions and work in this area is continuing. TCC are working on initiatives to activate the Grey Street/Durham Street laneway, including the completion of a mural by Millie Pidwell and plans to trial temporary playground equipment.

An update was also provided on the local government restructure. TCC is preparing its proposal on the future shape of the unitary council, which is due to be submitted by 9 August. Councillor Taylor invited the board and DT members to provide any feedback as soon as possible.

4. Actions from Previous Meetings

4.1 Action Lists - follow up

Due Date	Action Title	Owner(s)
31 May 2025	Consult with Border businesses Status: On Hold	Genevieve Whitson
6 Jun 2025	Follow up on rate boundaries with city centre specialist Status: On Hold	Genevieve Whitson
13 Jun 2025	Welcome Booklet Status: In Progress	Genevieve Whitson
9 Jul 2025	Further research on manageability of website promotions and member interest & capability Status: In Progress	Genevieve Whitson
16 Jul 2025	Follow up - city centre shuttle Status: In Progress	Genevieve Whitson
14 Sept 2025	Exhibition stands Status: On Hold	Genevieve Whitson
18 Feb 2026	Parking increase survey Status: On Hold	Genevieve Whitson
17 Jun 2026	Review of activities verses DT strategy and objectives Status: In Progress	Info@ Downtown Tauranga
17 Jun 2026	Clarification on pedestrian access to The Strand from the waterfront Status: Completed on 10 Aug 2026	Genevieve Whitson
17 Jun 2026	Advocacy Sub-committee to provide paper Status: Completed on 10 Aug 2026	Liam Jackson
8 Jul 2026	Items for July agenda Status: Completed on 8 Jul 2026	Genevieve Whitson, Info@ Downtown Tauranga
15 Jul 2026	The Manager to obtain quotes from city centre social media agencies Status: In Progress	Genevieve Whitson
15 Jul 2026	Border expansion add to Excess Money Consideration Status: Completed on 15 Jul 2026	Genevieve Whitson
15 Jul 2026	Invite Fiona McTavish to meeting Status: Not Started	Genevieve Whitson
19 Aug 2026	Draft response to Sub-regional Commercial Centre Strategy Status: In Progress	Genevieve Whitson

5. Other Business

5.1 Audit Collaboration with Mainstreets

Kendyl suggested that the Mainstreet organisations explore engaging a single audit firm for the next financial year to achieve cost savings through a shared procurement approach. Downtown Tauranga Manager to discuss with Tom.

6. Close Meeting

6.1 Close the meeting

Next meeting: Mainstreet Tauranga Inc Board Meeting - 19 Aug 2026, 7:30 am

New Actions raised in this meeting

Item	Action Title	Owner(s)
2.1	Add to August Agenda Due Date: 19 Aug 2026	Info@ Downtown Tauranga
2.3	Confirm AGM date Due Date: 19 Aug 2026	Genevieve Whitson
3.2	Meet with Sub-regional Commercial Centre Strategy Team Due Date: 19 Aug 2026	Genevieve Whitson
3.2	Feedback to be included in DT submission Due Date: 19 Aug 2026	Genevieve Whitson
3.3	Surplus Funds Shortlist Due Date: 19 Aug 2026	Genevieve Whitson, Info@ Downtown Tauranga
3.4	Border expansion on hold Due Date: 19 Aug 2026	Genevieve Whitson

Signature:  Date: 25.8.26