



Hamilton

OPEN FOR BUSINESS SUB-COMMITTEE

REPORT 15-002

Wednesday, July 8, 2015

1:00 p.m.

Room 264, 2nd Floor

Hamilton City Hall

Present: Councillor M. Pearson, Chair
Councillor J. Partridge, Vice-Chair
Councillors M. Green, L. Ferguson, A. VanderBeek, R. Pasuta

Absent

With regrets: Councillor T. Whitehead – Personal

Also in

attendance: Suzanne Mammel, Hamilton Halton Homebuilders Association
Patrick Campbell, Stoney Creek Chamber of Commerce
Arend Kersten, Flamborough Chamber of Commerce
Huzaifa Saeed, Hamilton Chamber of Commerce

THE OPEN FOR BUSINESS SUB-COMMITTEE PRESENTS REPORT 15-002 TO THE GENERAL ISSUES COMMITTEE AND RESPECTFULLY RECOMMENDS:

- 1. Open for Business Sub-Committee Revised Terms of Reference (PED15101) (City Wide) (Item 6.1)**
 - (a) That the Business Improvement Area Advisory Committee (BIACC) and the Realtors Association of Hamilton-Burlington be invited to submit the name of one representative each to participate on the Open For Business Sub-Committee as ex-officio, non-voting key advisors to the Sub-Committee.
 - (b) That the revised Terms of Reference of the Open For Business Sub-Committee, attached hereto as Appendix “A” to Report 15-002, and further revised with the inclusion of representatives of the Business Improvement Area Advisory Committee (BIACC) and the Realtors

Association of Hamilton-Burlington as ex-officio, non-voting key advisors to the Sub-Committee, be approved.

2. One-Stop Business Centre Staffing Review (PED14136(a)) (City Wide) (Item 6.2)

- (a) That the temporary Licensing Facilitator position at the One-Stop Business Centre approved by City Council on July 11, 2014 for an additional 12 months, be extended until the end of the 2016 budget process, and that the required funding be absorbed in the Planning and Economic Development Department Operating Budget; and,
- (b) That an additional FTE for a permanent Licensing Facilitator position be submitted as an enhancement to the 2016 Operating Budget process.

3. Open for Business Action Plan - Status Update (PED12164(e)) (City Wide) (Item 6.3)

That Report PED12164(e) respecting an “Open for Business” Action Plan – Status Update, be received.

FOR THE INFORMATION OF THE COMMITTEE:

(a) CHANGES TO THE AGENDA (ITEM 1)

The agenda for the July 8, 2015 meeting be approved, as presented.

(b) DECLARATIONS OF INTEREST (ITEM 2)

There were no declarations of interest.

(c) ADOPTION OF MINUTES (ITEM 3)

3.1 Minutes of the April 23, 2015 meeting

The Minutes of the April 23, 2015 meeting were approved, as presented.

(d) CONSENT ITEMS (ITEM 4)

(i) Development Applications Approval Process Review Update (Item 4.1)

Bill Janssen, Director, Open For Business Initiative provided the committee with a verbal update on the Development Applications Approval Process Review. The verbal update included, but was not limited to the following:

- Development Applications Review Process (Neville Report) was presented to the General Issues Committee on May 20, 2015
- Five areas reported – Streaming the Process; Undertaking Case Studies; Fast-tracking the Development Process for Key Projects; Open For Business Coordinator position; Cross-division coordination
- The report included 48 recommendations
- Staff are working with the Senior Management Team on a roadmap of the recommendations
- The roadmap of recommendations will be presented at the next meeting of the Open For Business Sub-Committee

The information from Bill Janssen, Director, Open For Business Initiative respecting the Development Applications Approval Process Review Update, was received.

(ii) New Staff Update (Item 4.2)

Steve Robichaud, Director, Planning provided an update on staffing in Planning and Economic Development, and responded to questions from the Sub-Committee.

The information from Steve Robichaud, Director, Planning respecting the New Staff Update, was received.

(iii) Continuous Improvement Team Update (Item 4.3)

Bill Janssen, Director, Open For Business Initiative provided a verbal overview and responded to questions from the Sub-Committee with respect to the Continuous Improvement Team .

The information from Bill Janssen respecting the Continuous Improvement Team Update, was received.

(iv) Business Licensing Process Flowchart (Item 4.4)

Ken Leendertse, Director – Licensing, provided an overview of the information on the Business Licensing Process Flowchart, and responded to questions from the Sub-Committee.

The Business Licensing Process Flowchart, was received.

(e) GENERAL INFORMATION/NEW BUSINESS (ITEM 9)

(i) Outstanding Business List (Item 9.1)

(a) Item to be considered complete and removed:

Item “D” - Make City’s Roster List of Professional Service Companies available to applicants and work with the Hamilton Chamber of Commerce to prepare supplementary list of additional contacts (from October 23, 2013 Minutes)

(f) ADJOURNMENT (ITEM 10)

There being no further business, that the meeting was adjourned at 2:55 p.m.

Respectfully submitted,

Councillor M. Pearson, Chair
Open for Business Sub-
Committee

Loren Kolar
Legislative Coordinator
Office of the City Clerk