



**Business North Harbour Incorporated
ANNUAL GENERAL MEETING**

22 October 2020, 4pm

Held at North Harbour Hockey, 159 Bush Road, Rosedale, Auckland 0632

Present NHBID Members:

Kevin	Andreassend	ICE AV Technology Ltd
Ashley	Baldry	Work Test High Performance Profiling
Phil	Brosnan	Brosnan Construction
TN	Chan	Compucon New Zealand
May	Chi	HappyStudy Training Centre
Helen	Craig	Centurion Management Ltd
Vanessa	Fennelly	Kristin School
Gwen	Grobler	Aderant
Andrew	Kerr	Seneca Group Limited t/a Share
Grace	Lee	Compucon New Zealand
Scott	Lewis	St John
Rob	Macready	travel&co
Michael	McCook	Accountability Net Limited
Noel	Reid	AMS
Mark	Wilson	Executive Principal Kristin School
Sryne	Wood	Aderant
Peter	Woodberg	North Shore Immigration
David	Verry	North Harbour Budgeting Services
Lydia Qi	Liu	Umbrella Stationery Limited
Peter	Lamberton	Primacc – Board Chair
Ryan	de Zwart	Black Matrix Limited
Catherine	Zhang	Umbrella Stationery Limited
Brian	Mooney	Miro Holdings

Observers:

Michael Wood William Buck Auditors
Clifford Taylor Any Time Electrical
Sean Brandon Roof Design & Management Ltd
Richard Orsourn Pathfinder Solutions LP

Business North Harbour Personnel:

Kevin O'Leary - General Manager
 Dave Loader - Crime Prevention Specialist
 Kate Thorpe - Office Manager
 Sarah de Zwart - Transport and Relationship Manager
 Peter Green - Events and Marketing Manager
 Romane Duvivier - Digital Marketing Coordinator
 Sandra Craze - BNH Ambassador
 Tracey Begovic - Project Support - contractor
 Tony Garnier - TG Enterprises - contractor
 Lizzie Brandon - Writesphere - contractor

1. Welcome and Confirmation of Quorum

Chairman Peter Lamberton declared the meeting open at 1610 and confirmed that a quorum of members was present. He welcomed attendees to the AGM and thanked them for their support. He invited attendees to interrupt and ask questions. He also reminded those present that only full BID members are entitled to vote, and that the criteria are listed in the AGM information pack.

2. Apologies**Members:**

Roy	San-Garde	Kiwibank
Chris	Johns	Physio by Design
Kate	Chivers	Maat Group
Kieron	Henare	Albany United FC
Harry	Urquhart-Hay	Foundation Coffee
Birgit	Wojt	Debex Trading Ltd
Charlotte	Stroebe	Alpha Interiors
Louis	Redknap	InsideOutCleaning
Liz	Meyer	Podiatry Holdings Limited
David	Storey	Auto SS Albany
Colin	Craig	Centurion Management Services Ltd
Bronwen	Newcombe	Davenport's Law
Neil	Tuffin	Maat Group
Terry	Ottow	AMPM Marketing
Ketien	Chur	ASB Bank
Alisha	Abercrombie	Trio Events
Samantha	Mills	Phone Plus
Xuifan	Huang	BNH Ambassador

Associates:

Rachel	McInnes	McInnes Associates
Selina	Peng	Aristotles North Shore Motel
Andrew	Moffat	Prime Strategies Group
Jim	Arrowsmith	Massey University
Phil	Turner	Allied Fastenings Limited

Non-attendees:

Arjen	Bloem	Successful Ventures
Kimberly	Rainham Jacobs	WebsterLaw
David	Fee	M&E Caddesign Limited
Paul	Priddey	Apec Property Development
Neil	Clarke	Health Wealth Preservation Ltd t/a Share
Vilimaina	Davu	Coverstaff Recruitment
James	Allison	Kahu Consultants Limited
Josephina	Aholelei	Kiwibank Business Banking

3. Confirmation of Minutes of the Annual General Meeting Held on 24 October 2019

The Chairman requested that the minutes of the Business North Harbour 2019 Annual General Meeting, having been circulated, be accepted as read.

Motion: That the Minutes of the Annual General Meeting of Business North Harbour Incorporated, held on 24 October 2019, be confirmed as a true and correct record.

Moved: Peter Lamberton Seconded: Noel Reid

Result: Agreed

No matters were arising from those minutes.

4. Annual Report for the Year to 30 June 2020**• GM Report**

The GM spoke to his report and highlighted the successes of the year especially with increased engagement that has occurred over the past 9 months due to our ambassadors doing a fabulous job.

• Chairman's Report

The Chairman spoke to his written report, his third as Chair.

He spoke of the impact of Covid-19 lockdown on BNH members. Shore Unity & Rosedale Bus Station was specifically discussed.

Thank you to Kevin O'Leary for his first year in the role. The positive culture he has brought to the business is commended. He has done an outstanding job through difficult times.

FYI – trending towards more members choosing online readership option which is a positive outcome for our sustainability goals however we are finding actual readership in its online form is low. It was noted that readership of hard copy is difficult to gauge.

Thank you to Dave Loader for running a very successful crime prevention programme.

4

- **Annual Financial Statements**

The Chairman presented the financial statements and auditor's report for the 12 months ended 30 June 2020, previously uploaded for review on the Business North Harbour website and provided in hard copy as part of the 2020 Annual Report.

Motion: That the Annual Financial Statements of Business North Harbour Incorporated for the 12 months ended 30 June 2020 be approved.

Moved: Peter Lamberton Seconded: Kevin Andreassend Result: Agreed

5. Business North Harbour Business Plan for Financial Years Ending 30 June 2021–30 June 2023

Priorities for the coming years were summarised from the PowerPoint. The requirement to develop a strategic plan was highlighted.

Question from the floor regarding sustainability and BNH's plans. Kevin confirmed that the Auckland Climate Plan is due out from Auckland Council later in the year and that BNH will take initiatives from this to support our businesses to achieve the targets outlined.

Upcoming events – Asian business event highlighted as an important upcoming event. The proportion of BID members who are from Asian decent is ever growing. With our Chinese and Korean speaking ambassador we are engaging far more with this group and look forward to holding this event.

Publicity query from the floor – Is Business North Harbour being contacted by media as a business voice. The GM updated those present that BNH have a regular column in the North Shore Times plus BNH collaborated with Takapuna Beach to write a piece on the impact on the business district of the harbour bridge closure in October 2020


6. Business North Harbour Financial Budgets for the Financial Year ending 30 June 2021, and the Draft 30 June 2022 Budget

The Chairman referred those present to the budgets as presented in the Annual Report and Business Plan documentation (page 19).

The Chairman discussed the proposed increase in the Targeted Rate and how this may affect individual members. The average increase to BID Members would be \$28, however, owners of significantly large developments would pay more. The proposed increase of the BID target rate from \$690,621 (2020/2021) to \$725,152 for the 2021/2022 financial year which is approximately 5%, an increase of \$34,531 per year. The Chairman brought to the attention of those present that an increase in targeted rate does not necessarily mean an equivalent increase in costs to commercial property owners/BID Members due to the growth of properties within the BID.

Motion: That Business North Harbour Inc adopts the proposed 2021/2022 indicative budget and proposed increase of the BID target rate from \$690,621 (2020/2021) to \$725,152 for the 2021/2022 financial year. This represents an increase of \$34,531 or approximately 5.0% over the previous financial year.

Moved: Peter Lamberton Seconded: Noel Reid Result: Agreed



7. Special Resolutions

7.1 As per Clause 12.2.5 of the Business North Harbour Incorporated Constitution, as adopted at the 23 October 2014 Annual General Meeting, to approve at this 2020 Annual General Meeting the payment of an honorarium of \$5000 to the Chairperson, and \$2500 to the Deputy Chairperson(s), valid until the 2021 Annual General Meeting.

Moved: Peter Lamberton

Result: Carried unanimously by a show of hands

7.2 The Auckland Council Business Improvement District (BID) Policy (2016) was adopted by Auckland Council Regional Development and Operations Committee, June 2016. In order to continue delivering a BID programme, the Association must enter into this Programme Agreement.

Motion: That Business North Harbour Incorporated approves and resigns the BID Programme Agreement, effective to 30th November 2023.

Moved: Peter Lamberton

Result: Carried unanimously by a show of hands

8. Executive Committee Nominations

The Chairman and General Manager expressed thanks to the current Board members for their service and for continuing for a further year.

Under the current Business North Harbour Constitution, there are eight positions on the board, plus the Chair.

The General manager confirmed that there are currently 3 vacancies for positions on the Board. A nomination was received by the GM from Bronwen Newcombe of Davenports Law leaving two vacancies to be filled from the floor. Alisha Abercrombie, representing Trio Events, prior to the AGM advised she wished to apply for a role on the Executive Board. She was nominated by Peter Lamberton at the AGM. Ashley Baldry – Work test High Performance nominated himself from the floor.

Motion: The nominations for appointment to the Executive Committee be accepted.

Moved: Peter Lamberton

Result: Carried unanimously by a show of hands

A huge thank you to the outgoing board members notably Kate Chivers who has been a part of the board for six years. We also farewell Robert Elcombe & Neil Tuffin who we thank for their time and commitment during their tenure.

9. Appointment of an Auditor

Motion: That William Buck be appointed as auditor for Business North Harbour Incorporated for the year ending 30 June 2021.

Moved: Peter Lamberton Seconded: Michael McCook Result: Agreed

10. Shore Unity (previously known as Bridge to the Future) – The General Manager & Board Chair talked to the slides outlining Shore Unity.

The GM reiterated that the Shore Unity document expands outside the North Harbour BID to include all of the North Shore up to Silverdale. It is about creating an advocacy group that is strong enough to have a voice that makes a difference.

BNH will be asking for expressions of interest to join a Shore Unity Board with hope to engage interested parties from the following areas: education, iwi Māori, high profile media and large business to create a working group of seven representatives. BNH will be the business advocates.

Question from the floor regarding a conflict of time allocation between BNH and Shore Unity.

The GM's priority will remain focussed on the North Harbour BID and its projects, he will be our representative on the Shore Unity Board and help guide them through the agenda. Whilst BNH will be resourcing Shore Unity for the next 12 months the Board will closely monitor time allocations between the roles, however we believe it will materially strength our ability to advocate for the benefit of our members.

Motion: That BNH continue to work towards Shore Unity and establish the agenda for the working group.

Moved: Peter Lamberton Result: Carried unanimously by a show of hands

11. General Business

Special thanks were extended to the staff for their work over the past year. They have done an outstanding job. The culture within BNH is strong and the staff enjoy their work.

The Chairman and General Manager thanked everyone for attending and wished them all the best for the coming year. All attendees were invited to remain and enjoy some refreshments and the opportunity to network.

The meeting closed at 1738 pm.



PETER LAMBERTON
CHAIR