



Business North Harbour Incorporated
ANNUAL GENERAL MEETING
24 October 2024, 4:30pm
Held at Business North Harbour, 322 Rosedale Road, Rosedale,
Auckland 0632

Present NHBID Members:

First Name	Last Name	Company Name
Ketien	Chuor	ASB (Executive Committee Chairperson)
Greg	Cramond	Cramond Electrical
Lance	Manins	Driveline Fleet Limited
Lisa	Hill	Eclipse Recruitment
Chris	Todd	Parkland Products
Janet	Marshall	PJCK Holdings Ltd
Jenny	Chen	JIA Interiors Ltd
Aaron	Beard	Swift Construction Hire
Hamish	Coupe	McVeagh Fleming Lawyers
Sarah	Bruce	Edible Blooms
Reema	Kaur	Phone Plus 2000 Limited
Geoff	Ashenden	Chaucer
Iain	Smart	Function 10 Consulting Ltd
Craig	Porter	Function 10 Consulting Ltd

Business North Harbour Personnel:

Kevin O'Leary, General Manager
Kate Thorpe, Office Manager / Board Secretary
Bernadette Roberts Marketing and Events Manager

Associate Members & Interested parties:

First Name	Last Name	Business Name
Lizzie	Brandon	Writesphere

1. Welcome and Confirmation of Quorum

Chairperson Ketien Chuor declared the meeting open at 1644 and confirmed that a quorum of members was present. She welcomed attendees to the AGM and thanked them for their support.

2. Apologies

Members:

First Name	Last Name	Company
Samantha	Mills	PhonePlus 2000 Ltd
Brian	Mooney	Miro Holdings Ltd
Roelien	Jansen van Rensburg	The Grocery Collective
Jay	Hwang	Kock a Doodle Restaurant
Rebecca	King	Louvretec
Shirley	Bosman	CBM NZ
Jade	Pienaar	Pic Insurance Brokers
Karl	Weber	Lexel Systems
David	Storey	Auto Super Shoppe
Gregory	Chawynski	3Eyes Construction Group

3. Confirmation of Minutes of the Annual General Meeting Held on 26 October 2023 at Business North Harbour Offices

The Chairperson requested that the minutes of the Business North Harbour 2023 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 26 October 2023, be confirmed as a true and correct record.

Moved: Ketien Chuor Seconded: Lance Manins Result: Agreed

No matters were arising from those minutes.

4. Annual Report for the Year to 30 June 2024

• Chairperson's Report

The Chairperson spoke to her written report from the Annual Report, her second as Chair. She thanked the existing board members for their time and commitment to the Executive Committee.

The Chairperson summarised the years programmes and events which helped the business community connect, communicate & collaborate.

The General Manager confirmed there were no organisational changes in 2023/24.

BNH prioritises its programmes according to the member survey results. The General Manager outlined that BNH delivered outcomes that were identified from the annual member survey.

The General Manager reiterated the BNH Ambassadors success connecting with our members over the year. Visiting over 1500 members. Ambassadors do an amazing job with engagement being an important part of what we do. Our ambassadors are charged with visiting and/or contacting all BID Members within a 24-month period.

The Chair highlighted the progress of BNH and thanked KO and the team for their hard work. Of note was the work supporting businesses with their sustainability journey, Crime Prevention Initiatives which were boosted by the Auckland Council Crime Prevention Grant and the Employment programme initiative working with businesses, schools and tertiary providers.

The chair thanked BNH partners with 2023/24 being a record year for partnership support.

The GM outlined further highlights, with 32 great events, thank you to Bernadette Roberts the Marketing and Events Manager who drives these. The inaugural BNH Business Excellence Awards was a huge success with over 300 people in attendance. We had 7 award categories, and it was an outstanding evening. WOF day at Harbour Hockey saw 12 to 14 private health providers providing free check-ups to over 250 people absolutely free.

2023/24 saw BNH hosting 4 delegations from China plus a workshop to support importers and exporters with representatives from MFAT, MBIE, EMA/Export NZ and the NZ Brazil Business Chamber..

ODS was a success with 57 businesses participating with many selling out of product on the day.

Standout events – Business Awards, Pre-Election Luncheon, Post Budget Luncheon and ODS.

Communication

Great growth with media channels & EDM readership.

Crime Prevention

The GM explained the Crime Prevention Grant we received from Auckland Council and what it was used for – daytime security patrols during the Christmas shutdown period and the installation of six CCTV cameras within the BID.

Sustainability

The GM summarised the success of the year.

Advocacy success was gained throughout the year, largely due to the GM's relationships with local government representatives and their lobbying directly to parliament on our behalf.

• Annual Financial Statements

The Chairperson presented the financial statements and auditor's report for the 12 months ended 30 June 2024, previously uploaded for review on the Business North Harbour website and provided in hard copy as part of the 2024 Annual Report.

Motion: That the Annual Financial Statements of Business North Harbour Incorporated for the 12 months ended 30 June 2024 be approved.

Moved: Ketien Chuor Seconded: Greg Cramond Result: Agreed

5. Business North Harbour Business Plan for financial years ending 30 June 2025–30 June 2027

Priorities for the coming years were summarised, highlighting that supporting BNH members was the main focus and to do so we need to continue engaging with them so they know who we are and what we do. The General Manager

outlined our events programme, communication plan, sustainability, advocacy and crime prevention.

Expansion in Albany Village – BNH have had indication from businesses & property owners within the Albany village area that some are keen to be included in the BID. BNH are going to engage in the investigation process in early 2025. Some of the surplus of last financial year will be used to pay for the extra staff required for this.

The GM highlighted the KPIs from the Annual Report, specifically the range of events (30 plus) to cater for all our BID Members requirements/needs; from Learning Labs to ODS.

6. Business North Harbour Financial Budgets – the draft budget for the financial year ending 30 June 2026

The Chairperson referred those present to the budgets as presented in the Annual Report and Business Plan documentation.

An additional Ambassador for a fixed term, replacing desk tops with laptops are two additions/improvements which will be covered by the surplus from last financial year.

Trying to keep pace with inflation and keep the standard of events and programmes high means increasing the targeted rate. The proposed increase will increase costs to businesses by around \$10. This raise would be applicable from July 2025.

Indicative budget and proposed BID targeted rate grant increase for the 2025/2026 financial year. *Move to approve the 2025/2026 draft budget which includes a BID targeted rate grant amount of \$846,747, including a 3.0% increase or \$24,663 to the BID targeted rate grant for the 2024/2025 financial year. Further ask the Upper Harbour Local Board recommend to the Governing Body the amount of \$846,747 be included in the Auckland Council draft 2025/2026 annual budget consultation process.*

Moved: Ketien Chuor Seconded: Greg Cramond Result: Agreed

7. Special Resolutions

7.1 As per clause 12.2.5 of the Business North Harbour Inc. Constitution, as adopted at the SGM 5th April 2023, to approve at this 2024 AGM a payment of an honorarium to the Chairperson of \$5000, and Deputy Chairperson of \$2500, valid until the 2025 AGM.

Proposed: Geoff Ashenden

Moved: Chris Todd

Result: Carried unanimously by a show of hands

The GM explained the purpose for resolution 7.2.

7.2 As per clause 36.1 of the Business North Harbour Inc. Constitution, as adopted 5th April 2023, to approve at this 2024 AGM that:

- a) Business North Harbour Incorporated intends to reregister as an Incorporated Society.

- b) Business North Harbour Members receive and approve the Business North Harbour Constitution dated 5th April 2023, incorporating changes as required by the Incorporated Societies Act 2022.
- c) The Executive Committee is authorised to make any minor drafting changes to the new Constitution, especially in the event that these may be required by the Registrar of Incorporated Societies or Auckland Council.
- d) Business North Harbour Members receive and approve the Business North Harbour Constitution dated 5th April 2023, incorporating the change to Clause 21.1.

Proposed: Kevin O'Leary

Moved: Aaron Beard

Result: Carried unanimously by a show of hands

8. Executive Committee Nominations

The Chairperson and General Manager expressed thanks to the current Board members for their service. The General Manager thanked Ketien, Greg and Samantha for their time and commitment serving on the Executive Committee.

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.

We have received three nominations, those being for Aaron Beard, Sarah Bruce & Hamish Coupe and as to point 15.4 of the Constitution 'If the number of nominations received is equal to the number of vacancies to be filled, the persons nominated shall be deemed to be elected.'. On behalf of the Executive Committee and the members in attendance the General Manager welcomed Aaron, Sarah & Hamish to the Executive Committee.

9. Appointment of an Auditor

Motion: That William Buck be appointed as auditor for Business North Harbour Incorporated for the year ending 30 June 2025.

Moved: Ketien Chuor

Seconded: Greg Cramond

Result: Agreed

10. General Business

Geoff Ashenden bought up that boy racers are back in the area on a fairly regular basis, mostly around the Rothwell, Bush, Paul Matthews Road area. Dave will advise Vanguard Security, and we hope that our newly installed CCTV surveillance will help catch and eliminate this problem.

The General Manager acknowledged the excellent outcomes achieved by all of the BNH Team and thanked them for their outstanding work.

The Chairperson 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 Annual General Meeting closed at 1724 hrs.

Ketien Chuor

30/10/2024

