

Wiri Business Association Minutes

11th Annual General Meeting 2017 (Wiri BID)

Date: Wednesday 18th October 2017
Venue: Vodafone Event Centre (level 1)
Meeting Opened 5.00pm Drinks and Nibbles
6.40pm Formal Opening

Attendees Members:

Richard Mason - Mason Tool & Engineering
Gregor Botha – MainFeeds
David Chamberlain –Recon Security
William Brown – Trimtex
Jeanette Brown – Property Owner
Maureen Collins-Wright - Ross’s Plumbing
Ross Collins-Wright – Ross’s Plumbing
Anton Fatkin – ACI
Lyndsay Mason – Direct Mechanical
Suzie McDonald – Scrubbers Laundromat
Solei Paul – Argosy
John Potter – BCS Foodpak
David Renwick – Transmax
Teena Rhind – Adstaff
Simon Woodward – Geotek Services

Associate Members:

Dennis Conroy - Barcon Security
Tash King – Barcon Security
Murry Phillips - Insight CA Ltd
Karyn Spencer - Vodafone Event Centre
Christopher Stott – Christopher John Photography

Guests:

Leigh Auton – Auton Associates
Audrey Williams - Wiri Business Association General Manager

Apologies:

Daniel Newman – Manurewa – Papakura Councillor
Angela Dalton - Manurewa Local Board Chair
Lotu Fuli – Otara – Papatoetoe Local Board Chair
Joseph Liava’a – East Tamaki Health Care

Illegal Rubbish Dumping has become the biggest problem facing Wiri at the moment, we are currently working with Barcon, Auckland Council and Local Boards on how we can overcome this problem.

Events and Workshops

Through the year we hosted 13 events and workshops with guest speakers, such as Cath Vincent, Mayor Phil Goff, The CEO of Auckland Transport David Warburton.

We also held our first St Johns first aid course, with 20 people from 15 businesses earning their level one certificate.

Expansion

Our biggest project for the past few years has been the expansion, with the final push starting with the first public meeting on the 22nd April 2016, to the successful vote on the 13th March 2017. In that 11-month period we held 4 public meetings, Audrey completed over 350 one on one interviews with business and property owners. Contacted business owners over 30 times and property owners 15 times. Needing a 25% return rate and a 51% yes vote, we received just over a 30% return rate and a 76% yes votes. The association grew geographically by 450%, the largest single expansion in BID history. The Association went from representing \$479 million worth of property to almost \$2.5 billion. Recent information from Auckland Council places Wiri 4th largest BID and the largest Commercial /Industrial.

Graffiti Management

Although graffiti is a dwindling problem. It is an issue that, if you don't keep on top of it, it will come back with a vengeance. Returning to work after the Christmas break in 2015 there were 183 cases of graffiti within the Wiri area whereas this year there were 3 - a remarkable difference. We aim to have all graffiti visible from the road removed within 24 hours of it being reported.

Partnerships and Sponsorships

Apart from our partnerships with the Manurewa Local Board and Auckland Council, our strongest partnership is the one we have with the Vodafone Event Centre and the Second Nature Trust. On behalf of the board I would like to thank them for their continued support.

The other partnership we are proud of and are looking forward to growing is with the Dingle Foundation and their Kiwi Can programme.

Southern Business Market

Due to the work the team has put into the expansion the board has held off hosting another Southern Business Market, but we are excited to be hosting it next year.

Website and Communications

This year we launched a new website which includes a property page where property owners can advertise for free any property in Wiri for lease or sale. Barfoot and Thompson have sponsored this page, they will be providing a monthly blog and hosting a property breakfast in the new year. Soon we will be launching the situations vacant page, so employees looking to work in Wiri will have direct access to businesses and businesses to potential employees. We will continually work on updating the Business to Business section and encourage as many businesses as possible to enter their business.

You will be receiving regular news updates via email and or our newspaper, the Wiri Link. We are always looking for interesting news items and we would like to encourage you to keep the office informed of anything happening within your business or the area.

Where to from here

With such a big year behind us, it is now time to look forward with some exciting new projects, starting with

- Completing a restructure of the board and how we will report to you our members and how our staff will report to the board.
- Growing the board to bring in areas of expertise that are currently missing
- Growing the support staff from 1 to, well, we will see
- A new Strategic Plan setting Wiri direction until 2024.
- Gateway signage for the whole area.
- Stronger and Larger networking events that started last month with the security update breakfast and our Welcome Event with Tim Shadbolt.
- An Area Wide Emergency Response plan.
- Investigating ways of covering the area with CCTV.
- Helping our members in every area possible that they require.

We would encourage all our members to join the events and workshops - go online, update your business details and register to receive our emails. You can choose to receive Security Alerts, Events and or News Updates. Over the next few months you will have several opportunities to be involved with the new Strategic Plan.

Motion: To approve 2016-2017 Chairperson/GM Report presented at this meeting

Moved: Lyndsay Mason

Seconded: Maureen Collins-Wright

Matters Arising: There were no matters arising

PASSED

Financial Report

Murray Phillips from Insight CA Limited presented the audited accounts for the 2016-2017 financial year. He pointed out the new reporting requirements and the changed auditor layout for accounts. Murray described the changes to Tier 2 reporting of income for grants – meaning our accounts show 5 quarters of income rather than 4 in this instance. Murray also pointed out the requirement to spend what we receive or have funds allocated to projects – this impacts the going concern issue. This is clarified by Murray and he states that we are well within the legal requirements of meeting this. There were no questions from the floor regarding the financial report.

Approval of the 2016 – 2017 Financial Reports

Motion: To approve the 2016-2017 financial report presented at the 2017 AGM

Moved: David Renwick

Seconded: William Brown

PASSED.

Appointment of Auditor

Murray and Audrey outlined services of the auditor and the problems they had with this year's auditor, their lack of communication and pricing. We have received a recommendation for Integrity Audit from other BIDs. Integrity pricing is more than favourable. The Board would like to recommend that the Association appoints Integrity Audit to audit the 2017-2018 accounts.

Motion: To appoint Integrity Audit as the 2017 – 2018 auditors for Wiri Business Association

Moved: Simon Woodward Seconded: Maureen Collins-Wright

PASSED

Current Budget 2017 – 2018

The current budget was outlined by Audrey.

Simon Woodward questioned if the board had allowed enough funding within the budget to cover the increase needed in staffing as Audrey cannot be expected to continue by herself as the association has grown so big. Audrey explained that we have employed an administration support person at 30 per week and we are using contractors for copywriting and website updates, she has suggested that this will continue until she and the board have established the office needs, similar BID's have 3-5 staff. We have allowed for these contingencies in the budget.

Approval of the 2017 – 2018 Budget

Motion: To ratify and adopt the 2017-2018 budget as presented at thisAGM

Moved: Richard Mason Seconded: Maureen Collins-Wright

PASSED

Budget 2018 – 2019

Audrey explained that when we set the Targeted Rate for the expansion we set a figure that we considered would support the Association for the next two years and the board is recommending that the budget approved for 2017-2018 be continued for the 2018-2019 and we look for a small increase at the 2018 AGM for the 2019-2020 financial year.

Approval of the 2018 – 2019 Budget

Motion: To ratify and adopt the 2017-2018 budget as presented at thisAGM

Moved: Simon Woodward Seconded: Ross Collins-Wright

PASSED

Wiri Business Association 2017-2018 Business Plan

The original Strategic Plan 2014 – 2019 was developed in conjunction with Leigh Auton. Each year we create a business plan in line with this. We update our plan each year to ensure we keep moving forward. A copy will be available on our website and everyone has received a copy as well.

There were no questions from the floor regarding the business plan.

Motion: To approve the 2017-2018 Wiri Business Association Business Plan presented at thisAGM

Moved: Richard Mason Seconded: David Chamberlain

PASSED

Wiri Business Association Executive Board

The board must comprise of no fewer than 5 and no more than 11 full members including the appointed representative of the Local Board, due to the expansion Wiri now covers 2 Local Boards Manurewa and Otara/Papatoetoe leaving 9 spaces vacant. With a full committee Karyn Spencer and Murray Phillips both associate members will be asked to continue their valued relationship with the Wiri Board as part of the Advisory Panel.

With David Renwick stepping down from the board the remaining 4 members are prepared to stand again for the 2017-2018 year.

Richard Mason - Mason Tool & Engineering
William Brown – Trimtex
Maureen Collins-Wright - Ross's Plumbing
Lyndsay Mason – Direct Mechanical

Motion: To accept current standing Committee Members back onto to the Wiri Business Association Executive Board for 2017 – 2018 year

Moved: Suzie McDonald Seconded: Jeanette Brown
Passed

The association received 6 nominations for the remaining 5 places on the board, a secret ballot was held with Audrey Williams and Ross Collins-Wright officiating the following members were voted on to the Wiri Executive Board.

Gregor Botha – MainFeeds
Anton Fatkin – ACI
Solei Paul – Argosy
Teena Rhind – Adstaff
Joseph Liava'a – East Tamaki Health Care

With David Chamberlain – Recon Security invited to attend board meetings as part of the Advisory Panel.
Audrey welcomed all the 2017 -2018 Executive Board members.

Motion: To accept 5 Nominated Members onto to the Wiri Business Association Executive Board for 2017 – 2018 year

Moved: Suzie McDonald Seconded: William Brown
PASSED

Auckland Council BID Policy 2016

At the 2016 AGM we deferred the adoption of the Auckland Council 2016 BID Policy as we were seeking some clarification on identified issues. These issues have been clarified to the boards satisfaction and they recommended we adopted the Auckland Council 2016 BID Policy.

Motion: adopted the new Auckland Council 2016 BID Policy

Moved: Richard Mason Seconded: Lyndsay Mason
PASSED

General Business

A question was raised regarding, if the association had any influence or if they had had a conversation with Auckland Transport or the developers at Pacific Gardens the residential site at the intersection of Kerrs Road and Great South Road regarding traffic flow. With over 1,100 homes being built on the site the congestion will be unbearable.

Audrey said that she hadn't had a conversation but was hopeful that the Strategic Planning process would enable us to talk with Auckland Transport not just on that site, but she had concerns when they start to develop the quarry site on Wiri Station Road.

Guest Speaker

Our guest speaker for the evening was Leigh Auton. Ex CEO of Manukau City Council, Leigh regaled us many insights to how Wiri and Manukau have grown. He talked about the benefits we now have from the forward thinking of some of the regions past leaders. Past councils made a concuss decision that every area would have a swimming pool, a library and a park of significance. They purchased land before development and set it aside for these purposes. They also knew that business had to have areas to grow in, with residential areas surrounding them to supply a work force that didn't need to travel to far. Wiri was chosen due to its location adjacent to the motorways (state highway 20 was planned in 1957) the airport and work force. Leigh also talked on the reason the council at the time started BID's and how delighted he is to see the expansion go ahead. He congratulated Audrey and her board on the tremendous amount of hard work and planning that went into the expansion happening and how he was looking forward to working with everyone involved with Wiri BID in creating the next strategic plan to take us to 2024

Meeting Closed

Audrey thanked everyone for their attendance and invited them to stay for drinks and nibbles. Meeting closed 7.15pm