



Minutes

MEETING:	Annual General Meeting of One Warkworth Business Association
DATE:	Monday 26 August 2019
TIME:	5.30pm for 6pm start
LOCATION:	The Bridgehouse Tavern, back bar – 16 Elizabeth St, Warkworth
ATTENDEES:	Chris Murphy, Mark Macky, Jacqueline Ironside, Murray Chapman, Christine Liggins,
APOLOGIES:	Susan Vize
MINUTES TAKEN BY:	Claire-Marie Blair

Minutes of the 2018 AGM	<p>Chris Murphy called the meeting to order at 6.00pm Welcome and introduction by Chris Murphy There is a slight change to the agenda tonight that that previously distributed.</p> <p>Chris put forward a motion that the minutes of the AGM 2018 be confirmed Seconded by Christine Liggins and all in favour</p>
Report from the Chair	<p>The association continues to be very ably managed by Murray Chapman. Murray is assisted by Charlene Heyns with membership, Claire-Marie Blair in a secretarial role and the very capable and dedicated Rachel Callender with communications.</p> <p>Murray's team is primarily responsible for;</p> <ul style="list-style-type: none"> - The association's regular newsletters and articles in the Mahurangi Matters, which are our main information sharing tools, - Member networking events and sponsor functions - The Transport and Special Interest Group forums - An ever-growing list of One Warkworth supported community events, the most recent being the pending mayoral candidate debate at the Town Hall. <p>We would very much like Murray to be full time in his role of Manager of One Warkworth and if funding permits, hope to achieve this outcome. I would like to thank Murray and his team for their efforts this year.</p> <p>Membership Membership of One Warkworth continues to grow and now stands at approximately 265 members.</p> <p>Sponsorship Sponsor numbers are still being finalized but will not be less than the 21 we had last year. With some leaving us, others are coming on board. We are extremely grateful to all past and present sponsors.</p> <p>We try very hard to recognize sponsor contributions to the Warkworth Business community, but do so knowing you do not get back in a financial sense what you give, and that your support of One Warkworth is really a demonstration of your generosity to the community of Warkworth.</p> <p>The One Warkworth Business Association simply would not exist without your support.</p>

	<p>Financial</p> <p>Jacqueline will present the accounts and comment on financial details, but I wish it noted that the existence of One Warkworth and the services it provides the Warkworth community is entirely dependent upon the ongoing support of those few people within the community who have for four years now, each given \$3,000 for the privilege of being noted as a sponsor of One Warkworth.</p> <p>We need about \$120,000 if we are to achieve what we have budgeted to achieve during the current financial year. Membership and sponsorship will provide approximately \$100,000. Additional fund raising and grants should see us find the shortfall and if that doesn't eventuate, we will cut our cloth to fit available funds. We do not consider this funding arrangement to be sustainable. Hence the BID discussion.</p> <p>Political Support</p> <p>Rodney's local MPs have all been very supportive of One Warkworth's initiatives. Councillor Greg Sayers and the Rodney Local Board's chair, Beth Houlbrooke have also been very supportive.</p> <p>Mark Mitchell and Greg Sayers have, in particular, been very active in facilitating discussions with people in the highest positions within government, Council, Auckland Transport and NZTA.</p> <p>One Warkworth Committee</p> <p>I wish to thank all One Warkworth Committee members for their time and effort throughout the year.</p> <p>As an Association, we have adopted a structure that provides for quarterly committee meetings and monthly executive meetings with a view to lessening the burden of the time commitment that flows from being on the One Warkworth committee.</p> <p>But still, there are special interest group meetings and associated commitments that fit within a committee member's particular interest.</p> <p>I wish to make particular mention of Dave Morrison and Kevin Chappell being committee members who are not standing for a further term. Each has made a significant contribution to this community through their involvement with One Warkworth and I thank them for their time, support and constructive involvement.</p> <p>The agenda provides the opportunity to discuss other Association activity, so I'll end this comment and let the meeting move on.</p> <p>One Warkworth is in good health and continues to be active and doing its best to help local business.</p>		
<p>Financial Report Jacqueline Ironside – Treasurer</p>	<p>We have prepared accounts and liaised with auditors – and have received a clean report as of today. The P&L report shows how we've done over the last 4 years and what our budget is for next year.</p> <p>Income in 2016 was \$52,000 – last year Jun 19 was \$107,000 – this income is from membership and sponsors. Expenditure – total in \$2016 was \$71,000 with BID funding of \$19,000</p> <table data-bbox="443 1960 1225 1993"> <tr> <td>Total operating expenses for 2019</td> <td style="text-align: right;">\$132,000</td> </tr> </table> <p>This indicated we will be operating at a loss.</p>	Total operating expenses for 2019	\$132,000
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	<p>We wish to establish good communication with Murray as board therefore those costs have increased.</p> <table data-bbox="539 271 1214 338"> <tr> <td>Secretarial/Admin/Managerial costs up to</td> <td>\$82,000</td> </tr> <tr> <td>Advertising</td> <td>\$18,900</td> </tr> </table> <p>There was a surplus in 2017 – cash will come from there to fund this year</p> <table data-bbox="539 434 1225 528"> <tr> <td>Budgeting for this year</td> <td>\$107,000</td> </tr> <tr> <td>Expenditure</td> <td>\$127,000</td> </tr> <tr> <td>Deficit</td> <td>(\$20,000)</td> </tr> </table> <p>We are applying for funding for grants/sponsorship to cope with the BID if this is to happen, plus staffing costs.</p> <p>The Balance sheet shows funds in hand with a few expenses on a monthly basis.</p> <p>Jacqueline Ironside put forward a motion that the Treasurers report be accepted Seconded by: Christine Liggins and all in favour</p> <p>Chris Murphy put forward a motion to continue with an independent review of accounts Seconded by: Al Mason and all in favour</p>	Secretarial/Admin/Managerial costs up to	\$82,000	Advertising	\$18,900	Budgeting for this year	\$107,000	Expenditure	\$127,000	Deficit	(\$20,000)
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<p>Mark Macky</p>	<p>We have had a very busy year which is now behind us. Sponsor numbers are expected to be between 21 and 23 for the year ahead.</p> <p>This will provide us with recurring income of over \$107,000 with fees and sponsorship.</p> <p>Thank you to all members and sponsors – your contribution is fundamental to our future growth.</p> <p>Structure Plan</p> <p>Mark presented the current structure plan and stressed the importance of it in terms of its meaning for Warkworth.</p> <p>We are going to see Warkworth move in population from approximately 4,000 people to around 28,000 over the next 20-year period. We expect the population to double over the next 4 years.</p> <p>Mark presented the growth model. Auckland Council finalized this plan last year - without One Warkworth we would be without a structure plan. Council's figures show a model of 2.3 households whereas ours indicate it is 2.7. It is critical to planning infrastructure and not leaving it. It is important that Warkworth has a strong voice on this. In context of the structure plan, One Warkworth has supported the group working with Council on this issue and brought Council the need for improvement in roading. For example, the Southern Interchange wouldn't have happened without One Warkworth.</p> <p>Council has allocated land for commercial/industrial use. We are going to see employers leave Warkworth as they can't find land big enough to run their businesses. However, we are optimistic that we have Council's ear about land areas outside the future urban zone.</p> <p>An example of one of the reasons we need funding we need is that One Warkworth engaged a professional to write the report and hand to Council.</p>										

Roading

This area has had a large amount of attention over the last year. Dave Stott has worked hard on this issue. We still have some very grave concerns in this area but have made progress. We remain very worried about the roading network. The RONS was locked in and contracted before Council changed the structure plan so the Northern interchange was planned for Warkworth being a sleepy town of only 4,000 people.

Council says they have a contract now which can't be altered but it is also absolutely crucial that this is addressed. The Southern Interchange is crucial – and high on our agenda but not Council's – they are currently looking at this for 2028. As a result of our efforts and Roger Williams, AT and NZTA set up a community action group to agree the preferred option but what they said would take 12 months took 18 months. There has been no outcome published as yet and no funding for the design or build. We're pushing for funding to be utilized in a certain timeframe.

Matakana Link Road – this has been the top issue for the last year. AT decided to build a 4 lane bridge. This was then changed to 2 lanes. AT came and spoke to the community and listened. There have been more meetings with AT this year, but they have moved their position, saying they will build 4 lanes with 2, maybe 4 intersections, as long as it can be built within the budget. They've gone out to contractors – each said they could build for \$20m with 4 lanes. Dave Stott advised the design was changed to be more economic.

We are optimistic that if Council go to tender for the 4 lane option we will be ok. So, we are being listened to.

AT and NZTA put out a time-line which is tight. It is also tight for construction of the MLR. If they break earth in January this year to coincide with the RONS opening.

Hill Street intersection doesn't work now so if traffic has to head North from Matakana Road it won't cope. Without the MLR being in place when SH1 opens, Warkworth will have significant issues.

AT are now saying they can't advance this season due to appeals. Their failing is in not commencing their processes early enough. They say they can get it done, even if they start in June next year. However, this is still a great concern for Warkworth.

ISite

OneWarkworth entered a joint venture with Matakana Coast Tourism this year to run the ISite. AT gave us the space. However, we have struggled to make this work. It is important that Warkworth has an information centre. MCT now wish to exit the joint venture. One Warkworth has taken over and it is now an Information Centre as it is not viable to run as an ISite. We have plans to increase income and control costs. It is feasible that we can run this but there is still some work to do here.

Mark expressed his thanks to Murray and his team who are working on this.

Security Cameras

While the industrial sector is very generous with their support of One Warkworth it is hard to provide them with benefits as members. We plan to install security cameras throughout the industrial area. Police are happy to monitor these cameras 24/7. We will look at integrating these introduced cameras with other systems that are already installed. We also want to do this in the retail area eventually and believe this is a worthwhile investment.

Website

Rachel and Murray are working hard on our website profiling our member businesses, events etc. We have seen a 115% increase in traffic over the last 12 months.

	<p>So, you can see we provide lots of member benefits including media events, social networking opportunities, Noel Leeming cost +10% cards. We have the business directory on our website to support member businesses. Murray has also organized community events ie the Kowhai festival, Vintage Car rally, late night shopping, the Great Scone Bake-off, Mahurangi Festival of Lights. We have a couple of events coming up – the Mayoral debate Q&A and a Meet the Candidates evening.</p> <p>Noel Leeming card is one of the initiatives Murray has brought. It would be great to have more money to keep supporting Murray.</p>
<p>BID Proposal</p>	<p>As an introduction – 3 years ago the BID got voted down resoundingly. We have since done a lot of work and have built a bit of a track record over the last 3 years and made changes to the proposal: We now propose:</p> <ul style="list-style-type: none"> - A flat rate fee of \$500 per commercial building which can be divided by the number of tenants in the building. <ul style="list-style-type: none"> o In the previous proposal it was based on the CV of the commercial property - We propose a constitutional rule be put in place that requires a true majority of members to vote in favour of any change in fees. This will require at least 51% of members to vote positively for change, making it difficult to change the agreed fee structure. - Finally, we would provide spaces on the committee for each sector to ensure fair representation of all areas. <p>Without our sponsors, we would be laying off resources. There is too much change coming to Warkworth to not have a combined voice on behalf of our locals. With our current funding model, it would just take a recession for members numbers to drop off and we are not sustainable. This would be a great stuff up.</p> <p>We can cut our cloth from \$500 per commercial property with a few other sponsors. We do need certainty around this. Our Councillors need help from the local community. We're worried about this issue. Last time the community voted against this proposal, but maybe this is the right time to revisit. Last time an association was formed to oppose the BID. This membership was greater than the Business Associations. They entered mediation with ours. We got both sides together to reach an agreement. The Commercial & Industrial Association said they would support if the method of rating was taken off the table and was determined by membership resolution.</p> <p>The opposing group said they would be happy to support a BID if there was a representation of each sector on the committee and some constitutional method that would prevent easy change. 12.6% of eligible voters could push through change. Last time, we had a turnout of 65 people. Some 74% voted against.</p> <p>Looking at our current proposal the \$500 flat rate ticks that first box. It will be able to be apportioned per tenant. Right now, about half of the business are supporting us and half are getting the benefits without paying. As Warkworth grows we will see an additional \$45,000 into the pool – as Warkworth grows, so does the base funding. This would be adequate to fund OneWarkworth.</p> <p>Council rules can be pre-empted by a true membership majority vote. Our constitution can build that in.</p> <p>Our Constitution can also say that there has to be at least 2 committee members from each sector.</p> <p>We have spoken to professionals, industrial sector, retail sector, landlords. Between 6-12 people have turned up to each of these meetings. Everyone has said they would</p>

support this. Even those who supported the Industrial Association last time have said they can support this and will advocate to their members to support us.

Mark opened to the floor for discussion

Simon Townsend – advised he’s not against this but requires more information. How much do you expect to get from the \$500 per property. – Mark advised \$130,000 approximately. The map proposed to council includes any business or commercially zoned land in the future urban zone. These will have to pay the new BID fee.

Simon advised that as a property owner, there will be opposition from tenants but if budget for June 2020. Anticipate \$130000 replaces existing budget we believe we will get a few sponsors but there will be a reduced amount of sponsorship.

The bottom-line figure showing a loss is not sustainable so how much extra revenue will come in for this BID

Mark advised that up to June 2020 there will be nothing. The rating will commence from 2021.

Simon asked will funds be on hand? Jacqueline advised that the budget, without funding, will have to be cut. We are very vulnerable relying on sponsorship so think this is a very sound idea

Council lease documentation covers this. Council will collect this money on behalf of our members. As a landlord, you don’t have to pass the fee on. If they do, the tenant must pay.

Peter Thompson – I believe this is very viable and very worthwhile. It is so important for the community to have this Association. The strength of it is the caliber of people. We have to be sure we maintain this in a viable manner. It’s not a lot when \$500 is divided. It will come down for a lot of my tenants.

Jackie Woollerton – Are you asking us to vote on whether to go for the proposal, not vote on the BID.

Mark – if the resolution is supported in favour of pursuing the BID, we will put a proposal to the Local Board in December – a meeting for this is already penciled in. If they approve, we go to Electoral Services for a postal vote. Everyone is sent voting papers. If that is supported, we will come online as a BID with support from Council’s rates system.

This is a very early stage – we’ve tested the waters as much as we can. We have gone to opposers from last time who are more supportive. But there’s still lots to do.

Mark advised we don’t want to run a campaign that is divisive for the town. We’ve had positive feedback on this. It’s a whole different ball game. We’ve got some runs on the board this last 3 years but need to make this financially viable for the future.

We want the whole structure that runs itself with passionate committee members who can support these areas.

Al Mason – BID on rates – everyone pays – He was vehemently against the last BID but is very supportive this time around.

Jackie Woollerton – The biggest risk here is voter apathy. It’s really important that we have a strategy for getting people to vote. No-one from the last opposing committee is against this proposal.

	<p>Peter Thompson - If we don't do this, what is going to happen in the long term? Lots of people have done great work. This has to continue. It will affect residential people as well with the roading etc. The outcome was positive but cannot be allowed to fail.</p> <p>Chris Murphy put forward a motion that we accept the proposal to apply for a BID Moved by Al Mason Seconded by Simon Withers and all in favour</p> <p>Chris Murphy – The message is simple – if you think we need this, please go and talk to your mates. Voter apathy – the constitution says that we need 50% of the vote – this is 580-600 voters. We need 12.6% to vote in favour. Every vote against will set us back so we need to be publicly supportive.</p> <p>Dave Morrison – We need to create a more cohesive business community. Peter Thompspon – Do we still have to pay subs – The answer is no, but this needs to be absolutely clear to everyone.</p> <p>Mark Macky – we will need a very strong campaign with very clear messages.</p> <p>Wayne – WW Engraving – We need to keep conversation happening. We need to know if you hear people aren't happy. We will be doing a series of public meetings around February next year. But want to be having conversations. We will find the answer to any questions anyone has. We are happy to sit down with anyone and answer questions.</p> <p>Wayne – we need a summary about what the points are and why it is good. Mark advised we will summarise in a newsletter.</p> <p>If this comes online, Murray won't have to spend the bulk of his time recruiting new members. We are constrained in what we can do as we need to keep our resource spend viable. If Murray didn't have to do that, he could utilize his time doing things that will give us real return.</p>												
<p>Election of Committee Members</p>	<p>Chris advised that there are 12 positions on the committee – we received 12 nominations therefore our new committee is:</p> <table data-bbox="526 1332 1181 1545"> <tr> <td>Chris Murphy</td> <td>Mark Macky</td> </tr> <tr> <td>Jacqueline Ironside</td> <td>Dave Stott</td> </tr> <tr> <td>David Osborne-Hay</td> <td>Hugh Harvey</td> </tr> <tr> <td>Lance O'Callahan</td> <td>Christine Liggins</td> </tr> <tr> <td>Grant Henderson</td> <td>Susan Vize</td> </tr> <tr> <td>Grant Campbell</td> <td>Steve Chaning-Pearce</td> </tr> </table> <p>Thank you to Steve for putting yourself forward. For those on the committee, we will circulate some dates to get everyone together to elect officers and who fronts what special interest groups etc.</p>	Chris Murphy	Mark Macky	Jacqueline Ironside	Dave Stott	David Osborne-Hay	Hugh Harvey	Lance O'Callahan	Christine Liggins	Grant Henderson	Susan Vize	Grant Campbell	Steve Chaning-Pearce
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Meeting closed at 7.13pm

<p>Minutes produced by:</p>		<p>Claire-Marie Blair Administrator</p>
<p>Minutes approved by:</p>		<p>Chris Murphy, AGM Chairperson</p>