

**NZ Chambers of Commerce Northland MINUTES  
for meeting of The Executive Board  
to be held from 4.00pm 22<sup>nd</sup> September 2015  
at Chamber Boardroom, 7 Rust Ave, Whangarei**

	<b>Agenda Item</b>	
	<b>President welcomes Board</b> – Tony Collins, Rob Meadows, Jeremy Tauri, Laura Burns, Tim Robinson, Paul Dunn, Virginia Craig, Tricia Cutforth, Janette Dobbs	
	<b>APOLOGIES:</b>	Richard Booth, Richard Cranenburgh, Danny Douglas, Wayne Roycroft <b>Moved/Seconded Jeremy/Tim</b>
	<b>LATE ARRIVALS:</b>	Vince Cocurullo (4.01pm) Tony Shi (4.03pm) Terry Sage (4.04pm) Ryan Welsh (4.27pm)
<b>Vince arrived</b>	<b>EARLY LEAVERS:</b>	
	<b>CONFLICTS:</b>	<b>No conflicts notified</b>
	<b>PREVIOUS MINUTES:</b>	<b>Taken a true and correct</b> <b>Moved/Seconded Paul/Vince</b>
<b>Tony S arrived</b>	<b>FINANCE REPORT:</b>	<b>Tony gave the finance report in Danny’s absence</b> <ul style="list-style-type: none"> <li>• Business as usual for August</li> <li>• <b>Membership</b> is holding at 408 – reflected in the income – looking at 410 to finish the year</li> <li>• <b>Ricoh sponsorship</b> – members from this agreement will show in next month’s report</li> <li>• <b>Revenue</b> – Chamber has been accepted as the Regional Business Partner for Northland along with Northland Inc. Negotiations will take place as to what the Chamber portion will be</li> </ul> <b>Moved/Seconded Tim/Paul</b>
<b>Terry arrived</b>	<b>CEO REPORT:</b>	<b>Tony highlighted the following</b> <ul style="list-style-type: none"> <li>• <b>Regional Business Partnership</b> – Tony advised that the relationship with Northland Inc is strengthening and improving. Paul asked that someone tell the Board exactly what this provides for business so they are able to pass on the information Tony advised that with the 2016 partnership there would be a fresh launch <b>A/P: Tony to arrange a session for the Board with Joseph Stuart from Northland Inc to give an overview of what it provides</b> Example given – The Orchard, Launch Pad, Maori Business development, Research Institute Seminars, Sprout- Manawatu Agri Start-up Incubator Chamber will be supplying the infrastructure for the event component of the partnership</li> <li>• <b>NZCCI Conference</b> – Tony and Janette are attending – A couple of the items on the sessions may be of interest to Board members.</li> </ul> <b>Moved/Seconded Jeremy/Rob</b>

		<ul style="list-style-type: none"> <li>○ Rolls and crossovers in governance in small chambers</li> <li>○ Economic development versus business development</li> </ul> <p><b>A/P: Janette to email board with NZCCI conference dates and program sessions (DONE)</b></p> <ul style="list-style-type: none"> <li>● <b>Health &amp; Safety review</b> – New item on the agenda Auckland Chamber has provided a template for a H&amp;S Manual so that the Chamber will be compliant when the Act comes in – 4<sup>th</sup> April 2016 They have also compiled a seminar booklet which covers all of what will be required for a small business. The Chamber will be holding a seminar later this year and a couple early next year to help businesses train to become compliant.</li> </ul>	
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**TEAM RECOMMENDATIONS:**

**Ease of Business: No report**

**Moved/Seconded N/A**

Tony advised that he has sent out the notes from the Sunday meeting but has not received any responses from the Board.

**A/P: Tony to resend Ease of Business notes with a deadline date for replies.**

**Advocacy: No report**

**Moved /Seconded N/A**

Tony advised that Department of Internal Affairs has released a report for the Reduction of Red Tape Taskforce. This has been added to the Chamber Facebook page, LinkedIn and the website.

**General Business:**

**COUNCIL REPRESENTATIVE REPORTS:**

**WDC: Cr Tricia Cutforth highlighted the following**

- Tricia invited the Chamber Board to the council meeting tomorrow 23rd September at 10am – Northland Inc will be presenting their statement of intent.
  - Latest Infometrics quarterly report on WDC website – show a general upturn. Next one should be very interesting.
    - Building consents have picked up
    - Employment figures are up but unemployment hasn't dropped – Lots of jobs advertised
  - Darryl Jones at NRC has just released their Quarterly report – Tony advised there is a link on their website and that the information is very useful.
  - CBD – Free 1 hour parking on top floor of parking building and in Vine St as a thank you for putting up with renovations in Cameron St. Tony also mentioned that it was great that Council have a dedicated staff member to go and talk to businesses and find out any problems they may be having while these upgrades are happening and keeping them up to date.
- Tricia and Tony work on a couple of projects
- Cycleway – NZTA funded – several agencies are involved to see how it can be used to create employment and training, especially infrastructure with a range of different trade skills.
    - Good response from WDC for this project
    - Discussion over unskilled labour and drug and alcohol testing – TPK and MSD can do preliminary checks – H&S, Drug testing and awareness, work ready training.

<b>Ryan arrived</b>		<ul style="list-style-type: none"> <li>• Bank St Revitalisation <ul style="list-style-type: none"> <li>○ Differentiate Bank St from rest of CBD – a focus will be on heritage buildings</li> <li>○ Lots of supports from business owners keen to get involved</li> </ul> </li> </ul>
		<b>NRC: No report</b>
		<b>KDC: No report</b>
<b>Business Items:</b>		
	<b>Item 1: Sunday Herald</b> Virginia mentioned a pullout from the Sunday Herald which promoted Gisborne – thought that Whangarei and Northland had just as much to offer.	
	<b>Item 2: Business Excellence Survey</b> Rob has a Business Excellence Baldrige Survey that he would like the Board to complete. <b>A/P: Rob will email through to Janette with a deadline.</b>	
<b>Meeting closed 4.34pm</b>		
	<b>Meeting followed by a presentation by Rob Forlong new CE at WDC</b>	
<b>NEXT MEETING: Board meeting Tuesday 27<sup>th</sup> October 2015</b>		
President ..... Date .....		