



# Kaitaia Business Association AGM 2024

Wednesday 25 September 2024

Kaitaia Digital Hub



Welcome

# General Housekeeping

- Sign in
- All those attending tonight go in the draw to win a 2025 Snapper Bonanza ticket.
- Restrooms
- Evacuations
- Refreshments
- Respect for our guests
- Call for Nominations for the Executive Committee
- Allow 2 hours, 7:15pm close
- Formal meeting, there are some formalities



# Thank You

- Our guest speakers
- Kaitaia Digital Hub
- Peekaboo Backyard Eatery
- Okahu Estate for the wine
- Members of our committee
- Our guests



# Agenda

- Apologies / Declarations of interest
- Approve 2023 AGM minutes
- Chair Report - Josh Kirby
- Guest Speaker - Mayor Moko Tepania, FNDC
- Annual Financial Statement - Andrea Panther
- Guest Speaker - Phillip Tana, ACC
- Adopt Constitution - David Aydon
- Guest speaker - Steve Mutton, Waka Kotahi
- Announcement of members for Executive Committee - Angela Phillipps
- Close 7:15pm





# Apologies

# Declarations of Interest



# Approve 2023 AGM Minutes





## Kaitia Business Association Annual General Meeting Minutes

DATE: 10<sup>th</sup> October 2022 | TIME: 5:15pm | VENUE: The Kaitia Digital Hub



<p><b>Present:</b> Shirley Neho (Interim chair), Andrea Panther, Rose Vazey-Roberts, Sheryl Hansford, Monty Knight, David Aydon, Josh Kirby, Ruth Arona (Co-ordinator),</p>
<p>1. <b>Apologies:</b> Angela Phillips (Vice-Chair), Stewart Russell (Treasurer), John Stewart</p>
<p>2. <b>Leave of absence/holidays and/or declarations of interest:</b> Nil</p>
<p>3. <b>Presentation of Chair's Report</b></p> <p><b>Recommendation:</b> Move to accept the Chairperson's Report for 2022-2023 <b>Moved:</b> Andrea Panther <b>Second:</b> Shirley Neho <b>Motion Carried/Declined:</b> Carried</p>
<p>4. <b>Confirmation of Minutes of the Annual General Meeting for 2022</b></p> <p><b>Recommendation:</b> <b>Moved:</b> <b>Second:</b> <b>Motion Carried/Declined:</b></p>
<p>5. <b>Approve Annual Financial Statements year ending 30 June 2023</b></p> <p><b>Recommendation:</b> Move to accept the Financial Reports for June 2023 <b>Moved:</b> David Aydon <b>Second:</b> Andrea Panther <b>Motion Carried/Declined:</b> Carried</p>
<p>6. <b>Nominations of the Executive Committee 2023-2024</b></p> <p><b>Appointment of the Chair:</b> Josh Kirby <b>Appointment of the Vice-Chair:</b> Angela Phillipps <b>Appointment of the Treasurer:</b> Stewart Russell <b>Executive Committee Members:</b> Andrea Panther, David Aydon, John Stewart, Lianne Kennedy, Rose Vazey-Roberts, Sheryl Hansford, Shirley Neho <b>Resolution:</b> To accept the nominated and elected members for the Chairperson, Vice Chairperson, Treasurer and Executive Committee. <b>Committee Accepted</b></p>
<p><b>Meeting Closed: 7:05pm</b></p>



# Chair Report

# What is the Kaitaia Business Association (KBA)



- Not-for-profit, registered Incorporated Society established in 2012 to support the Business Improvement District (BID).
- We have an Executive Committee made up of volunteers.
- Various roles including Chair, Deputy Chair, Treasurer, and up to 8 Committee members.
- Each committee member represents an organisation within the BID.
- Representatives from the Te Hiku Community Board, FNDC, and the Kaitaia Police.

# What is the Kaitaia Business Association (KBA)

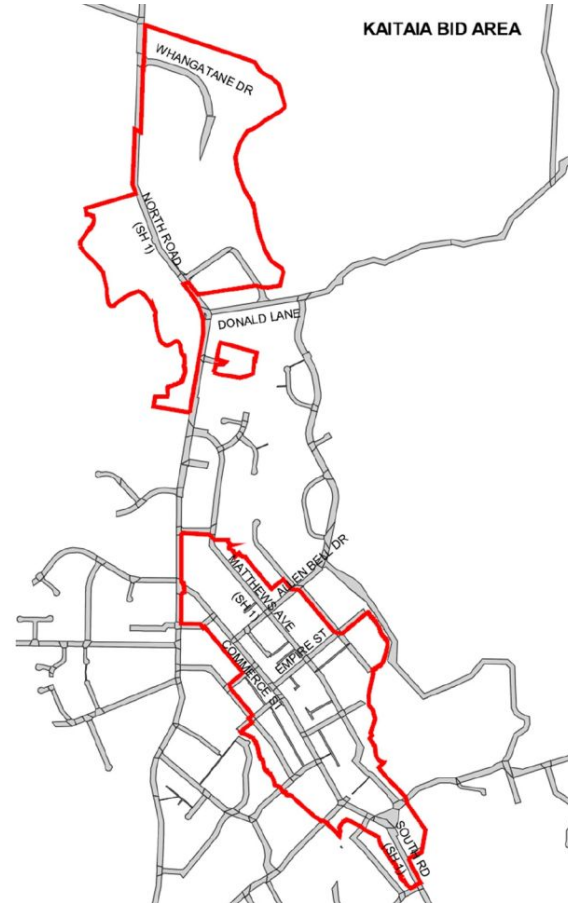
- Committee voted in every 12 months at AGM
- Meet last Wednesday of every month.
- Have several steering groups to help drive projects, and members are welcome to join a steering group.
- We support 250+ local businesses, organisations and commercial building owners.
- We advocate on behalf of our members and drive projects that aim to improve economic outcomes for our BID.



# What is the BID?

- The Business Improvement District (BID) is a defined area within Kaitaia.
- All businesses, organisations and commercial property owners within the defined area are members of the BID and the KBA.
- Funded by a levy on those commercial buildings within the BID collected through council rates and managed by the KBA.
- Used to support initiatives to enhance the physical environment, support businesses, and help to create a safe, warm and welcoming business district.
- Those businesses outside the BID can join the KBA as Associate Members

Hands up if you're here representing a business, organisation or commercial enterprise within the BID?





# The year that was - F23/24

Challenges & Achievements for both KBA and the community

# Challenges - As an organisation (KBA)

- We lost Stewart Russell.
- Voted in a new Chair that had no idea what he was doing.
- A period of time without a Coordinator.
- Missed some comms, Newsletters, emails.
- Missed some opportunities to promote businesses.
- Capacity.



# Challenges - As a community

- SH1 Mangamuka closure
- SH1 Brynderwyn closure
- Significant power outages
- Terrible weather events
- Business closures
- Tough economic times

But... we are a resilient bunch here in Kaitaia and many have not only survived, but thrived.





# Achievements - As an organisation

## Te Hiku Business Boosters

- Facilitated numerous small business and resilience based courses through our training arm, Te Hiku Business Boosters and our delivery partner, Building Safer Communities.
- Courses included - First Aid training, Situational Safety, Sleep workshops, Cultivating Resilience, Effective Leadership, Food Safety & Hygiene Certificate, HR & Management training, Success for Small Businesses, and many more.
- Our Committee also worked very hard to bring Besafe Training Ltd to Kaitaia to facilitate the BeSafe Site Passport and Working at Heights certificates.
- 225 attendees across all courses!



# Achievements - As an organisation



## Apprentice / Trainee Scholarship

- Since November last year, we have awarded three \$1500 training scholarships to three different businesses without our BID
- Kaitaia Glass & Aluminium, Top North Sports & Spinal Physiotherapy, Retreatment Skin & Beauty
- Funds are used to support the costs associated with training new & existing team members.
- Applications for the November round close 18th November. \$1500 scholarship available.
- Visit [www.kaitaia.co.nz/scholarship](http://www.kaitaia.co.nz/scholarship) to submit your application.



# Achievements - As an organisation

## Road Trip North Campaign

- Worked alongside Kerikeri and Kaikohe Business Associations to showcase Northland as open for business during the Brynderwyns closure.
- We used this as an opportunity to showcase some of our businesses.
- Secured funding to bring More FM Northland to Kaitaia during the closure to promote our town as the gateway to paradise.
- A number of businesses participated from across Kaitaia, Ahipara, and out as far as Waiharara.
- They broadcast live from Te Ahu and talked about all the good things we have going on in Kaitaia and the wider Te Hiku region.



# Achievements - As an organisation

## Business After 5

- Launched a new informal monthly networking event.
- Last Thursday of every month.
- Started off strongly with good engagement.
- Unfortunately, the last Thursday of the month aligns with numerous public holiday weekends, so we lost some momentum.
- We haven't given up though, so watch this space.



The flyer is a blue graphic with a white and yellow speech bubble in the top right corner containing the text "SAVE THE DATE". The main title "BUSINESS AFTER 5" is in large yellow letters. Below it, the text reads: "The Kaitaia Business Association invites you to a networking evening, an excellent opportunity to connect and collaborate with fellow businesses!". The event details are listed with icons: a calendar icon for "THURSDAY, 29 AUGUST", a clock icon for "5:00 PM - 6:00 PM", and a location pin icon for "Peekaboo Backyard Eatery". A network diagram icon is on the right. At the bottom, a photograph shows a group of people at a networking event. A sign in the photo reads: "Support Economic Growth Develop & Promote Kaitaia Business Club Enhance Personal Development Through Networking".



# Achievements - As an organisation

## CCTV Monitoring for Safer Communities

- KBA, alongside our partners, Total Security and the Kaitaia Police, manage and monitor the CCTV network.
- Primarily supports the business district.
- Some costly repairs & maintenance, and some cameras replaced to ensure good coverage.
- Proved to be very useful for both prevention and investigation of crime.
- Downward trend of incidents being noted during monitoring between Sep 23 and Aug 24.
- However requests for active support and official requests for support while monitoring are on the increase. System proving valuable.



# Achievements - As an community

- Knights The Jewellers celebrated 93 years in business.
  - Whitirau Cross opened up their new functional fitness gym.
  - Daniel, Sara and the team at Peekaboo Backyard Eatery won the Excellence in Sustainability and Climate Action Award at the 2023 Northland Business Excellence Awards.
  - The team at Captain Donuts was nominated as one of the finalists for the Customer Choice Award at the 2023 Northland Business Excellence Awards.
  - Peter-Lucas Jones and the team at Te Hiku Media were recognised by Time Magazine for their work to revitalise te reo Māori through the use of AI.
  - True North Yoga recently celebrated their first year in business.
  - The opening of the Kaitaia Town Square
  - The opening of the Te Hiku Sports Hub
  - And many more...
- Who here has a win they would like to share?



# The Year Ahead

F24/25

# Year Ahead - KBA Annual Plan 24/25



## Membership

- Some work to do on our database.
- Do a better job at driving engagement from our business community
- Drive Associate Membership

## Promotion & Marketing

- Drive advertising revenue through digital sign
- Assist with the Christmas Parade
- Launch our Christmas wreaths and summer flags
- Promote and showcase more businesses

## Environment/Economic Development

- Continue Business Booster programme, 7 more courses to run on this round of funding.
- Continue to support the Kaitaia Garden beautification programme.
- Support members to develop a workplace emergency and business continuity plan.

## Support Business and Advocacy

- Promote the Trainee/Apprenticeship Scholarship programme.
- Lobby Council on issues raised by members and advocate on their behalf.
- Continue to develop CCTV network.



# Year Ahead - Town Ambassadors

- Still a WIP.
- November survey.
- June meeting with Police.
- Encourage reporting of incidents so that we can lobby for the necessary resources that we need.
- 3 week Safer Streets campaign during the lead up to Christmas to help mitigate antisocial behaviour.



# Year Ahead - Spring Clean

- Reopening of SH1 Mangamuka (our gateway to paradise)
- Week-long spring clean of our business district and public spaces.
- 11 Nov to 15 Nov
- Calling on businesses to support.
- Calling on local sparkys, plumbers, painters and builders to support
- Calling on community organisations to support.
- Calling on FNDC to support.
- Calling on Northland Inc to support
- Calling on Waka Kotahi to support
- Celebrate on the Friday with Town Square event, live band, food carts, acknowledgements

A great opportunity to put our best foot forward, take pride in our town, and get ready for a fantastic summer!



# Year Ahead - Vision for the future

- Optimistic about the future of Kaitaia.
- Reopening of Mangamuka will create more opportunities for businesses to succeed.
- We are a town full of potential, I see it everywhere I go.
- We have a shared vision for our town - the Kaitaia Master Plan.
- Calling on agencies and organisations to bring this to the forefront.
- Kotahitanga. Togetherness, collective action.
- We must work together in the spirit of kotahitanga to create a strong future for our town.
- Not for us, but for our kids, nieces and nephews, and mokopuna.
- Let's work on unlocking that potential together.
- There is an old Greek proverb that says: "A society grows great when old men plant trees in whose shade, they know they shall never sit."
- Go forth and plant some trees.





Thank You  
Ngā Mihi



# Guest Speaker

Mayor Moko Tepania - FNDC



# Annual Financial Statement

F23/24



# Guest Speaker

## Phillip Tana - ACC



# Adopt Our Constitution

Incorporated Societies Act 2022





# Guest Speaker

Steve Mutton - Waka Kotahi



# Announcement of Executive Committee

2024/25



# Acknowledgements / Wrap Up