



Minutes of the Annual General Meeting

Held on Thursday 21 October 2021 at 4.00pm

Webinar event

1 Welcome to Guests

A very warm welcome to today's first ever, in the history of the Chamber virtual Annual General Meeting. I'm Leeann Watson, Chief Executive of The Canterbury Employers' Chamber of Commerce and we would have preferred to deliver this AGM in person to share with you the highlights of our previous year and to engage and network with you – but that is not possible today.

As we are delivering this year's meeting online – where we need a mover and seconder – could you please use the chat function at the bottom of your screen.

Thank you once again to Holly and Kelly for having to change our plans for our AGM – it's fair to say they were not overly enthusiastic when they were told they would go down in history as having set up the first ever virtual Chamber AGM. Those members joining us will also have their names recorded in our archives for their attendance, we're always trying to find a silver lining for the current challenging situation we all find ourselves in!

Welcome from Paul Deavoll, Chamber President

Distinguished guests, Chamber life members, fellow Board members, the 2021 Board candidates, Chamber staff and most importantly you our members, welcome to the 2021 AGM of the Canterbury Employers' Chamber of Commerce.

I'd like to acknowledge the following who are in attendance:

Mayor Dan Gordon, Waimakariri District Council

Mayor Marie Black, Hurunui District Council

I'd also like to acknowledge The Chamber's long-standing Principal Partner Westpac and Major Partners Orion and Enable. Plus, The Chambers Specialist Partners Ashton Wheelans, Mint Design and Lane Neave.

Thanks to our local Ford dealers Avon City Ford and Team Hutchinson Ford for supporting us with today's AGM. Also thank you to our election partners Electionz.

2 Apologies

14 apologies were received for the AGM and are appended to the minutes.

3 Confirmation of the Minutes of the Annual General Meeting 2020

The minutes of the 2020 Annual General Meeting held on 5 November 2020, having been made available to the members present, were taken as read and signed as a true and correct record.

Moved: Mark Forward
Seconded: Craig Latimer
Carried

There were no matters arising.

4 President Comments – Paul Deavoll

- In the last twelve months it has been a privilege to serve The Chamber business, continuing his long-standing support of The Chamber.
- With COVID-19 fast becoming part of our standard operating environment, it's important to acknowledge that for many businesses the last twelve months has been a challenging and uncertain time. But it's also important to recognise that at a regional level, our economy has held up pretty well. That is by and large through the determination and resilience of our local business community and our collective ability to quickly adapt and respond to a fast-evolving operating environment that even now continues to change at pace.
- The Chamber has continued to go from strength-to-strength providing urgent advice and support when businesses needed it most, and also providing support and opportunities for businesses looking for different ways to transform and grow.
- The Chamber has also been able to effectively leverage our role as one of the founding members of the BusinessNZ Network to use the full strength of the influential business advocacy group to ensure our members' voices are amplified at a national level, while also drawing on the considerable pooled resources and expertise of a national business association. Looking forward The Chamber will continue to further the extent of collaboration and maximise the potential of the network to enhance the reach, capability, and transformation of The Chamber.
- It was also pleasing to see the continued interest and engagement by Ministers and key industry leaders choosing The Chamber as a platform to engage with the local business community – and enabling Chamber members direct access to key decision-makers. In the twelve months of this Annual Report, this included on-line hybrid and in-person events with the Prime Minister Rt Hon Jacinda Ardern, Minister of Finance Hon Grant Robertson, Leader of the Opposition Hon Judith Collins, Reserve Bank Governor Adrian Orr, Hon Stuart Nash, Privacy Commissioner John Edwards, Dr Rod Carr, and Hon Michael Woodhouse and Andrew Bayly.
- Despite the challenges of the last twelve months The Chamber remains in a strong financial position, ensuring the continuity of service delivery members have come to expect and enjoy.
- Strong cash reserves mean The Chamber is well-positioned to continue the three-year strategic programme focused on redefining the business model, transforming engagement, and partnering for impact.
- Paul acknowledged Leeann Watson's agile and decisive leadership over the year, not only at the helm of The Chamber, but also as a highly regarded business leader representing Canterbury and wider national business interests. He thanked the hard-working Chamber team for everything they do in the interests of our members, the business community generally and the wider community of Ōtautahi Christchurch and Waitaha Canterbury and the way in which they adapt.
- Paul recognised Board member Melissa Davies who has stepped down from her role and thanked her for her valued contribution to the governance of The Chamber. He also thanked our continuing Board members who generously provide their time, energy and expertise to the Chamber and its members.
- Paul thanked our valued partners who helped to enable The Chamber to deliver such a high level of support for our members and the wider business community.
- Lastly, he thanked all our Chamber members for their continued support, he felt very proud to be part of such a strong and connected business community.

5 Adoption of Annual Report and Financial Statements

The motion to adopt the 2020/21 annual report and statement of accounts was carried without dissent.

Moved: Peter Townsend
Seconded: Regan Jackson
Carried

6 Appointment of the Auditors

Paul thanked Deloitte for the 2020/21 audit.

The motion for the appointment of the auditors to be delegated to the incoming 2021/22 Board was carried without dissent.

Moved: Mark Allan
Seconded: Matthew Mark
Carried

7 Chief Executive Comments – Leeann Watson

- We are pleased to report a very positive year both in terms of strong engagement and support across our membership and to be in a solid financial position, particularly given the volatility and uncertainty we have all experienced over the past twelve months and continue to face.
- The Chamber continues to go from strength to strength, as we support and empower local businesses, both with adapting to change, but also with making the most of opportunities on the horizon.
- Internally we have also been focused on positioning The Chamber to best respond, adapt and evolve to better suit and anticipate the needs of our membership.
- Over the last twelve months, The Chamber has been a strong advocate for businesses on a number of levels including with the Prime Minister, relevant Ministers and other Government officials, both directly and through our role as a founding member of our national business advocacy group, BusinessNZ; through our media engagement; and working with other networks including the New Zealand Chambers' and organisations in the community.
- We continued to engage regularly with our member advisory groups including our manufacturers, exporters, central city businesses and individual members, to gain feedback on what they were experiencing, so we could escalate any issues through the right channels, and ensure our views and advocacy was informed by our member community.
- This covered a wide range of issues including immigration policy settings, RMA reform, and sustainability and climate change, to name just a few we have focused on over the last couple of months.
- With COVID now part of our 'normal' operating environment, this has become a key focus for our advocacy. We have also been advocating strongly on issues such as the vaccination rollout, employer obligations; future lockdowns not being part of a long- term strategy; contract tracing; saliva testing; the border re-opening; MIQ system breakdown; skills shortages; mental health impact and financial support for business.
- Our current focus was ensuring that the Government recognised the importance of the South Island and provide clarity on what future restrictions would look like and when we could move from Alert level 2 – along with playing our part in increasing our vaccination rates across our region through the 90% for Canterbury initiative.
- In addition, in the last twelve months, we completed a number of submissions.
- This was supported by a strong media presence over the same period, with over 230 media engagements across a wide range of topics.
- The last twelve months have been a strong reminder of just how valued our work is at The Chamber, with strong demand for our HR services in areas such as restructuring, change management and employment relations obligations.
- Managing health and safety and risk assessments along with navigating the ever-changing alert levels have also been in demand, and particularly among small businesses, with small business engagement up 12%.
- Our business advisors have been in high demand through the Regional Business Partner Network. In fact, as a Callaghan Innovation Regional Business Partner, we have completed the biggest year ever at The Chamber, approving 127 grants worth around \$5.8m.
- It has been a big year for The Manufacturers Network, and the ExportNZ Network where we see increased engagement and attendance numbers and a new Lyttelton Port Company Future of Manufacturing series, which have been hugely successful.
- Our SkillsConnect Canterbury advisors provided in-depth immigration and migrant settlement support to 211 employers and delivered 21 events.
- 77 new migrants were also placed into work via the job placement service, and we advocated strongly to government on immigration, labour market, and border issues. We were very pleased to see the recent outcome of some of this advocacy, through the announcement of residency

pathways for up to 165,000 migrants to help address our skills gaps and labour market constraints.

- Our events and training team have delivered 68 face-to-face events, 16 webinars, as well as 173 in-person training workshops, and 12 online training workshops.
- One of our key strategic approaches into Selwyn and Ashburton have been via the respective Councils, to engage and support businesses in those areas and we have seen great engagement across those business communities.
- In the financial year (which ended just before the last lockdown), our COVID Business Helpline reported 4,421 direct engagements with businesses and over 10,000 engagements via our webinars and communications. Our Net Promoter Scores ranged between 57 and 81, which reflects the hard work of the whole team.
- Alongside our advisors, we introduced 30 new resources that were exclusively available to members as part of their membership, as well as the opportunity to purchase specific human resource and employment relations templates and policies. The most popular have included those relating to working from home, variations in employment terms, business interruption, and restructuring.
- The Chamber's internal programme of work to evolve our business model will be a key part of ensuring we are fit-for-purpose in the future and able to meet and exceed changing consumer demands, and apply new technology to continue to drive efficiency, customer engagement and a strong customer experience.
- It will help to shape a long-term sustainable Chamber fit for the future and able to continue to evolve and respond, while providing products and services that support and add value to our members.
- Leeann thanked our stakeholders and business partners for their valued relationship with The Chamber over the last year, your ongoing support is greatly appreciated.
- She thanked the hardworking team at The Chamber who work tirelessly each and every day, who are dedicated and committed to ensure the best possible outcomes for our members. It is a real privilege to be part of such a strong, connected, and passionate team.
- Finally, Leeann thanked members for their continued support and for choosing to be members of The Chamber, we rely on ongoing support through both your membership and engagement with our services, to ensure we are here for the long-term future.
- It is a source of great pride that the Canterbury business community continues to be seen as one of the most connected, collaborative, and resilient regions in the country, driven by the determined, resilient, and innovative businesses we are so fortunate to have as members, many of whom have joined us today.
- Leeann introduced a short overview video of the transformation programme, and confirmed we looked forward to involving members in this work.

8 Election of the Board of Directors 2021/22

Thanks to Hannah and Kirsten for their great work in pulling the video together. We are now at the point of the AGM that many of you have been waiting for, which is the announcement of the new Chamber Board.

Leeann Watson acknowledged and thanked Steve Kilpatrick and his team at Electionz.com for running another smooth electronic election.

Leeann Watson announced and congratulated the six elected Board members as follows:

- Benjamin Badger of Benjamin Badger
- Andrew Dallison of Moffat NZ Operations
- Paul Deavoll, Orion New Zealand Ltd
- Oliver Hunt, Medsalv
- Matthew Mark, Christchurch City Mission
- Charlotte Sullivan, Auburn Marketing

They join incumbent members:

- Mark Allan of Eliot Sinclair & Partners Ltd
- Erin Black of Connect Consultancy
- Jenni Callaghan of EY
- Craig Latimer of New Zealand Trade and Enterprise
- Andrew Logie of Andrew Logie Ltd
- Jo Pennyquick of Redesign Group

Leeann thanked previous Board members who have stepped down for their support and commitment to the Chamber during their term and to those that didn't make it this year, for your interest in the Chamber and we hope you will be back next year.

9 General Business

There being no further business, the meeting closed at 4.28pm.

Read and confirmed: _____ **Date:** _____

Apologies for 21 October 2021 AGM

1. Gordon MacLeod, Ryman Healthcare
2. Mike Pohio, Ngai Tahu
3. Arihia Bennett, Ngai Tahu
4. David Ward, Selwyn District Council
5. Stefanie Rixecker, ECAN
6. Richard Ballantyne, Ballantynes
7. Mayor Lianne Dalziel, Christchurch City Council
8. Ross Steele, Te Pae
9. Mayor Sam Broughton, Selwyn District Council
10. Hamish Riach, Ashburton District Council
11. Erin Black, Connect Consultancy
12. Jenni Callaghan, EY
13. Ric Thorpe, SideKick
14. Miles McConway, Christchurch City Council