

Minutes of the Annual General Meeting

Held Thursday 5 November 2020 at 4.07pm

Mainland Room, The Chamber, 57 Kilmore Street, Christchurch



1 Welcome to Guests

Andrew Logie (President) welcomed members, Chamber life members, current Board members and the staff from the Canterbury Employers' Chamber of Commerce (The Chamber) to the 2020 AGM. Andrew acknowledged the following in attendance:

- Mayor Dan Gordon, Waimakariri District Council
- Jo McLean, Ngai Tahu

Andrew acknowledged and thanked our local Ford dealers Avon City Ford and Team Hutchinson Ford for supporting the AGM. Both John Luxton and John Hutchinson were in attendance.

Andrew acknowledged The Chambers long standing Principal Partner Westpac and Major Partners Orion and Enable.

2 Apologies

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

3 Confirmation of the Minutes of the Annual General Meeting 2019

The minutes of the AGM held on 23 October 2019, having been made available to the member's present, were taken as read and signed as a true and correct record.

Moved: Allan Williams
Seconded: Peter Townsend
Carried

There were no matters arising.

4 President Comments – Andrew Logie

- What a year to reflect on.
- In February 2020, the Board sat down to finesse our strategic plan, contemplating issues such as sustainability, technology and artificial intelligence, climate change, the future of work, and cyber security. We certainly didn't have a global pandemic at the top of the list.
- Like the earthquakes, lockdown required Leeann and her team to pivot overnight in the way they operated and delivered services, advice and advocacy to members and the Canterbury business community. Business support became a primary focus while we got our heads around lockdowns, contact tracing, essential services, social distancing, travel restrictions and zoom call etiquette.
- We are proud of how The Chamber reacted, responded and served our community.
- Unless you're a supermarket or an essential services provider, you've probably been impacted financially to some degree and the Chamber has not been immune either. However, through successful advocacy and the increasing recognition by Government of the importance The Chamber plays in our business sector, our team were able to secure critical funding in order to triage the needs of our members and the wider business community. This,

together with careful cost management, has resulted in us remaining in the black with strong cash reserves and not needing to resort to standby debt funding like many other organisations.

- The Chamber Board has been continuing to support Leeann and her Senior Leadership Team on progressing our transformation project.
- We continue developments with BusinessNZ to increase network collaboration, drive efficiency and grow our position as the country's most influential business network. Having an ability to advocate at the highest levels was demonstrated during Covid and this is a position we have every intention of retaining.
- We are pleased with increased interest and engagement by Ministers and industry leaders choosing The Chamber as a platform to engage with.
- Leading up to the Election we hosted the Minister of Finance - Hon Grant Robertson, various Leaders of the National Party, and managed to bring the Governor of the Reserve Bank of New Zealand, Adrian Orr prior to lockdown.
- Andrew acknowledged Leeann's agile and decisive leadership over the last twelve months through one of the most difficult periods in our history, including undertaking a restructure, and would like to thank her and 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.
- Andrew acknowledged the Board members who have stepped down – Shaun Hubbard, Olivier Lacoua and Trevor Edwards and thank them for their contribution to the governance of The Chamber.
- The Board has gone through some change itself. We welcomed Oliver Hunt from an exciting new award winning Canterbury business Medsalv to the Board.
- Andrew looks forward to another exciting year at The Chamber, hopefully one without lockdowns, where we continue the important role of promoting, supporting and encouraging a sustainable, profitable and thriving business community.

5 Adoption of Annual Report and Financial Statements

The motion to adopt the 2019/20 annual report and the 2019/20 statement of accounts was carried without dissent.

Moved: Roger Barker
Seconded: Mark Allan
Carried

6 Appointment of the Auditors

Andrew Logie, thanked the Deloitte Audit Team for completing the 2019/20 audit and acknowledged Nicole Dring, Audit Partner, Deloitte in attendance.

The motion for the appointment of the auditors to be delegated to the incoming 2020/21 Board was carried without dissent.

Moved: Robyn Galloway
Seconded: Allan Williams
Carried

7 Chief Executive Comments – Leeann Watson

- It was a significant and challenging few months at the start of 2020.
- We are pleased to summarise 2019/20 as a positive year in terms of strong member and advocacy engagement resulting in a solid current financial position. Our organisation continues to go from strength to strength.
- We are an important stakeholder in Canterbury and indeed nationally, with a strong voice on the issues that matter most to our members and our region.

- This year has been one of unprecedented change, as Covid-19 evolved rapidly, with dramatic social, health, and economic impacts.
- It has been challenging for all businesses, reinforcing the strong role The Chamber plays in continuing to provide support as a trusted advisor for our local business community.
- Along with other organisations across the region, nation and the world, we too have had to – very quickly – review and re-think how we conduct business, and how we continue to support businesses that find themselves facing an uncertain operating environment.
- The Chamber’s role throughout this crisis has been to help shape business support and intervention, advocating local and Central Government.
- We continue to work closely with central and Local Government to have input into the Government business support packages and interventions.
- Through our BusinessNZ Network, we were able to directly engage with and lobby Central Government Ministers and officials to provide clarity and escalate issues. Leeann acknowledged BusinessNZ for their role during this period.
- Our Covid support contributed to record months in 2020 for our HR consultancy, and increased member engagement across our advisory and consultancy year on year.
- Business advisors have been in high demand through the Regional Business Partner programme which we deliver in partnership with ChristchurchNZ.
- The same support network was also in place for migrants and employers of migrants in the region through our SkillsConnect Canterbury advisors, who provided 556 employers with immigration and settlement guidance, and 356 migrant clients with employment assistance.
- We also evolved our business model to offer online resources, such as our Restructuring and Redundancies Kit, and the adoption of online business communication networks such as Zoom and Microsoft Teams, to continue providing training and critical updates to the business community, extending our reach and our audience.
- We delivered 107 events and 119 training sessions for the year which included in-person and online events with various Ministers, politicians, and key business leaders.
- Last year, we held a very successful Mayoral Candidate Forum which was supported by our Local Government Directive.
- Other submission topics through the year included Emissions Target, Home-Share Accommodation, and a submission on the Christchurch City Council Draft Revised Annual Plan 2020-21.
- Our year’s advocacy also included representation on key groups, such as: Small Business Council, and the subsequent appointment as one of four Small Business Advisors to the Minister of Small Business; the Trade for All Advisory Board to prepare the report for the Minister of Trade; and appointment of General Manager, Michaela Blacklock to the Regionals Skills Leadership Group, and an Ashburton Economic Recovery Group.
- We had strong media presence, with 68% year-on-year growth in media engagements and an increase in our social media followers.
- We continued to focus on our three-year transformation journey to evolve our business model to ensure we are a Chamber for all, transforming our engagement to maintain relevance and add value, and partnering for impact to reinforce our role as a connector of business. A side effect of the pandemic has been an acceleration of this journey.
- While we have also seen some financial impact on our organisation as a result of Covid, on both our membership, and in some services, we are very grateful for the on-going support from our long-standing members and partners, and for the strong demand from new members.
- Considering the impacts of Covid, the changing environment, like many others, we too have made some changes internally, to create a more streamlined and connected way of operating.
- To our stakeholders and business partners, thank you for your valued relationship with The Chamber over the last year – we greatly appreciate your ongoing support to ensure we can continue to deliver value to our members.
- Leeann thanked the hardworking team at The Chamber. And feels very privileged to lead and work alongside a team of people who are passionate about supporting our members. Particularly proud of the team in the way they responded in the Covid environment. We pivoted to an online model within 24 hours of going into lockdown.

- Leeann thanked our members for their continued support and for choosing to be members of The Chamber.
- The Chamber remains one of the most progressive and successful business support organisations in Aotearoa New Zealand, and we are proud to continue to deliver value across the Canterbury and West Coast business communities.

8 Election of the Board of Directors 2020/21

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

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

They join incumbent members:

- Benjamin Badger of Benjamin Badger
- Melissa Davies, SilverDelta Ltd
- Paul Deavoll, Orion New Zealand Ltd
- Oliver Hunt, Medsalv
- Matthew Mark, Christchurch City Mission
- Charlotte Sullivan, Auburn Marketing

The new Board will meet on Monday 23 November 2020 and will appoint the President, and two Vice-Presidents.

9 General Business

There being no further business, the meeting closed at 4.35pm.

Read and confirmed: _____

Date: _____

APPENDIX 1 AGM Apologies

1. Hamish Riach, Ashburton District Council
2. Andrew Turner, Christchurch City Council
3. Carl Davidson, Research First
4. Peter Campbell, Campbell & Associates
5. David Freeman-Greene, Orion
6. Dr Rod Carr, Chamber Life Member
7. David Halstead, Life Member
8. Malcolm Johns, Christchurch Airport
9. Wendy Smith, South Canterbury Chamber of Commerce
10. Richard Ballantyne, Life Member
11. Cheryl de la Rey, University of Canterbury
12. Mayor Sam Broughton, Selwyn District Council
13. Andrew Keys, Ashton Wheelans
14. Maria O'Halloran, Ballantynes
15. Mike Pohio, Ngai Tahu Holdings
16. Dawn Baxendale, Christchurch City Council
17. Brett Anderson, Christchurch Casino
18. Mayor Lianne Dalziel, Christchurch City Council
19. John Bridgman, Otakaro Ltd
20. Stefanie Rixecker, ECan
21. John Vale, Vynco Ltd
22. Colin Campbell, Avon Electric Ltd
23. Garry Diack, Tait Communications
24. Joanna Norris, ChristchurchNZ
25. Trevor Edwards, Super Heat
26. Councillor Sam McDonald, Christchurch City Council
27. Michael Greene, Life Member
28. Greg Campbell, Ravensdown
29. Mayor Marie Black, Hurunui District Council