

MANUREWA BUSINESS ASSOCIATION 2021 ANNUAL GENERAL MEETING

Monday, 24th January 2022

Held at the Manurewa Business Association Office
4 Station Road, Manurewa

Meeting Opened at 6pm

1. Present

Neil Punja (Town Centre Manager), Tony Parkes (Chair - Bonded NZ), Ken Penney (Ken Penney's Barber Shop), Nick Bing (Southmall), Nilesh Kumar (Southmall Jewellers), Glenn Murphy (St Andrews Church), Matt Dunsten (Bonded NZ), Laura Smith (Bonded NZ), Paul Greenfield (STASITA Jeweller), Sikati Mounगतonga (Iona Security), Sid Saddi (Manurewa Post)

Via Zoom: Cr Angela Dalton, Richard Simmons (The Advisor Limited).

2. Apologies

Lisa Beale (Beautification Trust), Ian Leader (Local Works), Grant Hewison (Grant Hewison & Associates), Valerie Hyland (Landlord), Joseph Allan (Manurewa Local Board, Stella Cattle (Wattle Downs Residents and Ratepayers Association)

Moved: GLENN MURPHY Seconded: NILESH KUMAR

3. Confirmation of Minutes from 2020 AGM

Previous minutes from the Annual General Meeting held on the 12th October 2020 were accepted as being true and correct. No matters arising from these minutes.

Moved: KEN PENNEY Seconded: NILESH KUMAR

4. Chairman's Report

Chairman's report was circulated and summarised by Chair Tony Parkes.
No matters arising and report was received by all present.

Cr Angela Dalton commented via Zoom Chat that it was a good report and congratulated the Chair. Tony acknowledged and thanked Cr Dalton for her comments.

Moved: NILESH KUMAR Seconded: KEN PENNEY

5A. Performance Report

Audited Accounts for 2020/21 was discussed by Town Centre Manager Neil Punja and approved by all those present.

Moved: NILESH KUMAR Seconded: GLENN MURPHY

5B. 2022/23 Budget

Motion that Manurewa Business Association receive and approve the 2022/23 budget which includes a BID targeted rate grant amount of \$315,000, noting there will not be an increase to the BID targeted rate grant for the 2022/23 financial year, and;

Ask the Manurewa Local Board recommend to the governing body the amount of \$315,000 be included in the Auckland Council draft 2022/2023 annual budget consultation process.

Presentation of the 2022/23 proposed budget

Approval of the 2022/23 proposed budget

Moved: KEN PENNEY

Seconded: NILESH KUMAR

6. Introductions of Nominees

Seven nominations for 2020-21 Committee:

1. **Tony Parkes** – Bonded Insurance
2. **Ken Penney** – Ken Penney's Barbershop
3. **Kamal Luthra** – Paradise Mobile
4. **Lisa Beale** – Manukau Beautification
5. **Mark Croker** – Backyard Bar
6. **Glenn Murphy** – St Andrews Church
7. **Tabetha Gorrie** – Manurewa Local Board representative (non-voting)

Moved: KEN PENNEY

Seconded: NILESH KUMAR

7. Voting of New Committee

- Rules 13 and 14 of constitution
- Minimum number of nominees (5) reached
- Nominees voted in automatically
- Nominations open to the floor

8. Confirmation of 2020/21 Committee Members

Moved: KEN PENNEY

Seconded: NILESH KUMAR

9. Appointment of Auditor

To appoint David Knightley of Blackmore Virtue & Owens as auditor

Moved: GLENN MURPHY

Seconded: NILESH KUMAR

10. Town Centre Manager's Report

The following items were presented and discussed by Neil Punja:

PERFORMANCE REPORT

- "What did we do with the money that we received?"
- Pp 7,8,9 of Performance Report
- Our outcomes have been delivered through the following inputs:
 - Local economic development
 - Five year strategy and plan;
 - Placemaking and activation to improve perceptions of safety;
 - BID expansion of the Manurewa Business Association

WHERE DID WE GET FUNDING FROM?

Local Board \$187k

BID \$157k

Licensing Trusts \$75k

WINZ \$64k

MSD \$47.5k

CBA \$35.5k

Associate Members & other \$27k

\$593k

Reference pp 10,13 of performance report

WHERE DID WE SPEND OUR FUNDING?

Staff \$294k
Events & Promotions \$185k
Opex & Admin \$116k

\$595k

Reference pp 10,14,15,16 of performance report

GRANT FUNDING PROVIDERS

- Manurewa Local Board
- Wiri Trust
- Trillian Trust

Were acknowledged and Cr Angela Dalton acknowledged as representative from the WLT. Ken Penny suggested TTCF be recognised as a funding partner as they supported buying the MBA Vitara vehicle. Neil advised that they will be included in next year's financials as the funding came after FYE21.

WIRI TRUST & TRILLIAN 2019-20 APPROVED GRANTS

Some examples of grant funding use was discussed:

- Town Centre Flags
- Safety, Ambassador programme & Placemaking activations
- Manurewa Link
- Santa Parade 2020
- Totara Park Challenge 2021

Funding has been spent on placemaking and community safety

With the purpose of:

- Increasing Town Centre attractiveness for both Manurewa and Clendon Town Centres
- Improving public and business perceptions of safety

ACHIEVING THE FOLLOWING OUTCOMES

- Increasing the presence of Town Centre staff through the Ambassador Programme
- Growth of Manurewa Link Shuttle bus service to increase footfall in our Town Centre
- Promoting local business and community across Manurewa
- Partnering with Town Centre stakeholders to deliver on local outcomes Management of Town Centre CCTV process for Police and key stakeholders
- Improving safety and security through leveraging strong partnerships with Police and Town Centre stakeholders

MARKETING & PROMOTIONS

The below items were discussed with media on screen:

- Manurewa Link
- Manurewa Heart and Manurewa Buzz newsletter
- Free coffee + cake in Clendon
- Safety and placemaking events across Manurewa and Clendon
- Manurewa Summer Events calendar including Santa Parade and Totara Park Challenge
- Shop n Win promo

OPERATIONS

- Operations and CCTV staff
- 3 FTEs and Town Centre Ambassador Team of 2-3 per six monthly intake
- Reporting, customer service & liaison, brokering, promoting our Town Centres and business communities

SAFETY & SECURITY

- Police Partners group
- Southmall Security
- Town Centre Ambassadors

MANUREWA BID EXPANSION UPDATE

- Ballot closed and results in
- Successful with 78% YES vote
- Results ratified and presented to the Manurewa Local Board Expanded BID
- Made official 1 July 2021

LOCAL ECONOMY

- Results from Marketview report summarised in presentation showing an increase in both volume sales and number of transactions at both Manurewa (4.7%) and Clendon (6.3%) Town Centres

FOCUS FOR THE NEXT 12-18 MONTHS

- Town Centre safety, security and member business wellbeing
- Upgrade and new infrastructure of Manurewa and Clendon Town Centre CCTV
- Manurewa Town Centre gateway and streetscape upgrades
- Foodtrucks and night markets in Manurewa
- Apopo Studios opening and operations
- Retailers of Rewa exhibition

MOTION

That the Town Centre Managers Report be accepted

Moved: TONY PARKES

Seconded: KEN PENNEY

11. Five year plan 2020-2025

MOTION

To approve the 2020 – 2025 Strategic Plan.

Moved: NILESH KUMAR

Seconded: KEN PENNEY

12. General Business

- Date of first general meeting after AGM proposed for 28 February 2022.
- Neil commented that the Incorporated Societies office has confirmed that online meetings can be held by the Association and Zoom options will be available for all Association meetings moving forward.

Questions & Comments

- Ken Penney suggested that member businesses from Clendon be recruited to the MBA committee
- Angela Dalton – asked what the strategy was to get people into the town centres during the Omicron outbreak?
 - Neil – Retailers of Rewa. Reach new people. Improve town centre conditions and retail mix – e.g. Clendon carpark.
- Angela Dalton – communication with Ross & Adrian, MBA needs to facilitate as they have a commitment to the Clendon Community
- Angela Dalton – Link Bus map included in printed collateral recent SEASCA event that she attend and commended the MBA on this
- Angela Dalton – Retailers of Rewa recognises long term retailers and congratulated the MBA on the project initiative

- Angela Dalton – MBA needs to ensure that their activities to go through to the Local Board plan. Tabettha and Glenn requested to facilitate this.
- Angela Dalton – asked why are up to Browns Road offered to Wiri Business Association
 - Neil - Based on proximity to current BIDs.
- Ken Penney – acknowledgement to Neil for the improvements to the Ambassador Program over the last few years.

The meeting concluded at 7:10 pm.

Drinks and nibbles served.

The next General Committee meeting will be held on Monday, the 28th February 2022 at 5.45 pm in the Manurewa Business Association Office, 4 Station Road, Manurewa with a Zoom option available.

END