

MANUREWA BUSINESS ASSOCIATION INC. OFFICIAL NOTICE OF ANNUAL GENERAL MEETING & AGENDA

Date: Monday, 2 November 2026

Time: 5:45 pm (Registration & Refreshments) for 6:00 pm Start

Venue: Southmall Shopping Centre Conference Room (Upstairs),
185 Great South Road, Manurewa

OFFICIAL MEETING AGENDA & FORMAL MOTIONS

1. Welcome & Opening Remarks

Chairperson Tony Parkes

2. Apologies & Establishment of Quorum

Minimum 10 Full Members required under BID Policy Requirement 13.

- **Motion:** "That the apologies be received and accepted, and that a quorum be confirmed."

3. Declarations of Interest & Confirmation of Interest Register

- **Motion:** "To confirm that the Association maintains and updates a register of interests."

4. Confirmation of Minutes of 2025 AGM

Minutes of the Annual General Meeting held Monday, 3 November 2025.

- **Motion:** "That the minutes of the Annual General Meeting held on Monday, 3 November 2025 be confirmed as a true and correct record."

5. Chairperson's Report

Presented by Tony Parkes.

- **Motion:** "That the Chairperson's Report for the year ended 30 June 2026 be received and accepted."

6. Town Centre Manager's Report

Presented by Neil Punja.

- **Motion:** "That the Town Centre Manager's Report for the year ended 30 June 2026 be received and accepted."

7. Financial Reports & Audited Performance Report

Presented by Gigesh Pala (Treasurer) and Neil Punja.

- **Motion 7A (Audited Accounts):**
"That the Audited Group Performance Report for the Manurewa Business Association Inc. for the financial year ended 30 June 2026 (audited by Blackmore Virtue & Owens / BVO Audit) be received and approved."
- **Motion 7B (Treasurer's Report):**
"That the Treasurer's Financial Report for the financial year ended 30 June 2026 be received and accepted."

8. Special Resolution: Approval of Annual Plan & Budget 2027–2028 (Baseline Rating Area – 10% Levy Increase)

Approval of 2027–2028 operational plan and baseline targeted rate grant under Section 3 of the Auckland Council BID Policy (2025).

- **Motion 8A (10% BID Targeted Rate Grant Increase):**

“That the Manurewa Business Association receive and approve the Draft Income and Expenditure Budget for the 2027–2028 financial year (\$811,500 Total Budget), which includes a total BID Targeted Rate Grant amount of \$462,240, noting that this incorporates a 10% increase (\$42,022) to the baseline BID grant (\$420,218 in FY27). Further, to ask the Manurewa Local Board to recommend to the Governing Body of Auckland Council that the amount of \$462,240 be included in the Auckland Council draft 2027–2028 Annual Budget consultation process.”

- **Motion 8B (Annual Plan Adoption):**

“That the MBA Draft Annual Plan 2027–2028 for the baseline rating area be formally adopted.”

9. Special Resolution: BID Boundary Expansion Proposal, Ballot Mandate & Indicative 2028–2029 Budget

Special Resolutions under Section 6 of the Auckland Council BID Policy (2025).

- **Special Resolution 9A (Boundary Map Alignment):**

“That the Manurewa Business Association receive the BID Expansion Update Report and approve the realigned proposed BID Expansion Boundary Map (Date Printed: 14/08/2026), incorporating the Browns Road boundary alignment with the Wiri Business Association.”

- **Special Resolution 9B (Postal Ballot Mandate):**

“That the Manurewa Business Association authorise the Executive Committee to execute the expansion campaign and proceed with the formal postal ballot process, to be completed by 1 November 2027 for live implementation on 1 July 2028.”

- **Special Resolution 9C (Indicative 2028–2029 Budget & Plan for Expanded Area):**

“That the Manurewa Business Association receive and approve the indicative Draft Income and Expenditure Budget (\$840,000 Total Budget) and Annual Plan for the 2028–2029 financial year under the Expanded Area Scenario, which incorporates an expanded BID Targeted Rate Grant amount of \$505,218 to take effect from 1 July 2028 if the November 2027 expansion ballot is successful.”

10. Election of Executive Committee Members for 2026–2027

Election under Rules 14 & 15 of the MBA Constitution.

- **Motion:** *That the nominations received for the Executive Committee for 2026–2027 be accepted and candidates elected.”*

11. Appointment of Auditor for FY2026–2027

Reappointment of Blackmore Virtue & Owens (BVO Audit).

- **Motion:** *“To reappoint Blackmore Virtue & Owens (BVO Audit) as auditor for the 2026–2027 financial year.”*

12. Update on Strategic Plan 2025–2030

Moving Manurewa Together / Te Kōkiri Tahi i a Manurewa.

- **Motion:** *“That the report and update on the 5-Year Strategic Plan 2025–2030 be received and accepted.”*

13. General Business

Open floor for member discussion.

14. Meeting Close & Networking Refreshments

Networking and light refreshments following the meeting.

GOVERNANCE NOTES & VOTING ELIGIBILITY

1. Full Membership Qualification: Under the Incorporated Societies Act 2022 and the MBA Constitution, only registered Full Members (BID Affiliates operating or owning commercial property within the rated BID boundary who have consented to membership) are eligible to vote and stand for election to the Executive Committee.

2. Nominations: Candidate nominations for the Executive Committee must be submitted in writing, signed by two Full Members, and received at the MBA Office (4 Station Road, Manurewa or via manager@manurewabusiness.co.nz) no later than 5:00 pm on Monday, 26 October 2026.

3. Special Resolution Notice: Notice of Special Resolutions (Items 8 & 9) requires a minimum of 21 days' notice to all members in accordance with Section 6 of the Auckland Council BID Policy (2025).