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Annual Report 2017

The Otago Chamber of Commerce Incorporated

Notice of Meeting

Of the one hundred and thirtieth Annual General Meeting of the Otago Chamber of Commerce Incorporated

Date Thursday 12 October 2017
Time 12.30pm
Venue The Otago Chamber of Commerce
Level 3, Public Trust Building
442 Moray Place, Dunedin

General Business

Any general business must be notified to the Chief Executive by 5pm Monday 9th October 2017.

Business

1. Apologies
2. Confirmation of minutes of the 129th Annual General Meeting
3. Matters Arising
4. To receive and adopt the annual report and financial statements for the year ended 30 June 2017
5. To record the appointment of auditor
6. To consider any general business that may be legally brought before the meeting

Register your attendance at the 130th Annual General Meeting no later than 5pm, Monday 9th October 2017. Phone 03 479 0181 or email office@otagochamber.co.nz

The Otago Chamber of Commerce Incorporated

Directory

Nature of business	Business services
Registered office	Level 3, Public Trust Building 442 Moray Place, Dunedin
Postal address	PO Box 5713, Dunedin 9058
Phone	03 479 0181
Email	office@otagochamber.co.nz
Website	www.otagochamber.co.nz
Incorporation Number	226943
Inland Revenue Number	10 356 997
Bankers	Westpac
Auditor	Crowe Horwath New Zealand Audit Partnership
Lawyers	Staley Cardoza

Board of Directors

Elected

Alan Preston	Bedpost
David Shelton	J W Smeaton Ltd (President)
Karen Bardwell	Oyster Recruitment (Vice President)
Michael van Aart	Van Aart Sycamore Lawyers
Professor George Benwell	University of Otago Business School
Chris Staynes	George Street Wines Ltd
Rebecca Twemlow	Firebrand

Appointed

Grant McKenzie	Allied Press
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Committees

Ali Copeman	Business Awards Chair
Chris Staynes Mark Willis	International Trade and Manufacturers Chairs
Grant McKenzie	Audit and Finance Chair
Neil Finn-House	Retailers Chair
Scott Sinclair	Central Otago Advisory Chair
Scott Willis	Energy Chair
Sophie Barker	Tourism Chair
Stephen Halliwell	North Otago Advisory Chair

NZCCI Representatives

Alan Preston | Dougal McGowan

Life Members

Bevan Rickerby | Chris Staynes | David Humphrey, VRD, JP
Joylon Manning | Steven Brocklebank | John Christie

Chamber Team

Dougal McGowan (Chief Executive)
Bruce Dunn | Karen McCleery | Cara Bradley
Katie Greene | Kevin Flaws | Kim Cox | Gemma Allan
Sarah Rickerby | Tania Lane | Nicky Aldridge-Masters

Otago Chamber of Commerce Incorporated

President and Chief Executive Report

The 2016/2017 year has been a challenging year for the Chamber. It has been a year where we have revisited and refocused our direction for the future.

We have seen change in personnel, both at board level and staff.

I would like to thank the board members who have retired (Ali Copeman, Greg Easton, Scott Willis and Simon Berry) for their efforts and contribution while they were on the Board. In particular I would like to acknowledge the work that our former President Ali put in during her 9 years on the Board. She led us very ably while presiding as chair, in what was a time of change at the Chamber. Her efforts while chair in between CEO's was exceptional.

At staff level Paul Allen and Gaylene Flamank have both left. Again I would like to thank them for their hard work and dedication over the years.

On a positive note it is nice to welcome back Cara Bradley.


Because of the departures there is now new faces at both a board and staff level. This gives new ideas and challenges those of us who remain. This is a positive for our future.

It was pleasing to see a return to surplus for the 2016/2017 year. While revenue streams remain a concern we are working hard to continue to operate in the black.

It has been pleasing to see such a turnout at our events, and many new faces.

I would like to thank Dougal and his team, our sponsors, directors, committee and partners. I would also like to thank our members. You have all contributed to a productive and successful year.

David Shelton | President



Dougal McGowan | Chief Executive

Otago Chamber of Commerce Incorporated

Members

Total Membership	2017	2016	2015
	938	953	992

Regional membership continues to hold at around 24% of total membership. Whilst there are less members than in previous years, there has been a positive turnaround with an increase in the number of new members and a decrease in the number of resignations.

25 new members joined the Chamber in the regions, along with 81 new members in Dunedin. Overall there was an increase in new members from last year, and was again higher than the previous years, at 106 new members.

Resignation numbers were the lowest for 13 years at 121 and some of these we absorbed under franchisees, thus still engaged with the Chamber network. 93% of members that resigned from the Chamber over the 12 months did so for reasons beyond our control, or they were too busy to use services. 33 businesses were sold, closed, relocated or just gone. What has been surprising is a further 20 businesses have not been able to be contacted or have indicated resignation due to head office and company policy decisions, showing a trend of the loss of ability for local business-making decisions.

Activities

Total Events	2017	2016	2015
Events Run	82	79	65
Attendees	2915	2,675	3,233
Participation Rate	91%	83%	83%

A good mix of events were offered to members over the 12 months including two golf tournaments in Alexandra and Dunedin. Attendees were higher in the 2017 year due to holding a number of “meet the politician” events and the 2016 Westpac Otago Chamber of Commerce Business Excellence Awards.

There were 51 events run across the region providing direct contact with the CEO who hosted member lunches, as well as the monthly networking functions. There were also activities for the local body elections and target new member breakfasts.

Total Training and Development	2017	2016	2015
Training Run	112	129	155
Attendees	869	835	824
Participation Rate	91%	85%	97%

21 Kiwi host programmes, 32 Not for Profit sessions and 90 presentations, guests or chamber specific activities delivered. The wide selection of other workshops included Prince2 Project Management, Team Leader training, and we introduced a Health and Safety series to update members and the public with the new legislation.

Otago Chamber of Commerce Incorporated

Reputation

Partnerships

The Chamber continued to work closely with partners and strategic organisations in the Otago region including:

- The Dunedin City Council
- The Otago Regional Council
- The Clutha District Council
- The Central Otago District Council
- The Waitaki District Council
- Grow Dunedin Partnership
- Otago Community Trust
- Project China
- Study Dunedin
- Youth Employment Success (YES)
- City Force for Cadbury

Submissions

Submissions were made on the 5 district Council draft annual plans as well as:

- Dunedin Destination Plan
- Dunedin 5 Star Hotel Consultation
- Electrical Authority: Transmission Pricing Methodology Review
- Waitaki District Council: Freedom Camping
- Waitaki District Council: Historical Precinct
- Support for Hockey and Football Turf Submissions

Otago Chamber of Commerce Incorporated

Results

Energy Leaders

We continue to lead business and community in energy sustainability and responsible business.

Employment Initiatives

The For Trades Apprenticeship Trust continued to be managed by the Chamber, employing and mentoring apprentices for automotive, building, creative, and joinery and plumbing trades.

Finances

The Chamber reported a profit for the year for the first time in 3 years. However, the costs of offering services and advocacy to members keep increasing in an environment where contracts, sponsorships and external funding are becoming harder to access. The Chamber is updating its strategic plan and operational plan to look at ways to add value for members and create financial sustainability.

Hail

The Chamber continues its own electronic newsletter "Chamber Chat" allowing more member stories and successes to be told on a regular basis and to share other business updates and information. There are still above industry standards of engagement through this media. Engagement continues to grow through both our Facebook profiles and LinkedIn

Leadership Academy

Allowed participants access to the wealth of knowledge and experience of a number of well-known and respected business leaders from the region.

Membership

Several strategies were set in place to ensure engagement of members in Chamber services and communications. The Chamber welcomed 106 new members, which was an increase again on the previous 5 years. We also had the lowest number of resignations since 2004 and the second lowest since data was collated in 2000.

Networking

22 BA5s were held around the region. 11 in Dunedin attracted 1352 attendees, with 11 in the regions attracting 284 attendees

Regional Partner Network

143 businesses were assessed by the Chamber as part of the contract held with New Zealand Trade and Enterprise, with 148 capability vouchers issued at a value of \$203,668 for follow-up training and development programmes.