



Annual Report 2019

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President's Report

Dear Members and Guests

Port Macquarie Chamber of Commerce has had a very busy and productive 12 months with growth in membership, a wide variety of networking events, boardroom luncheons and one of the most successful Business Awards ever held.

A very notable event was the Bernard Salt Boardroom luncheon held in September 2018. The luncheon was attended by nearly 300 people who heard Mr Salt, a renowned demographer and futurist speaks on the future of Port Macquarie and the key elements to future planning. Council and Chamber in particular benefited greatly and have taken on board some interesting ideas put forward by Bernard Salt.

Chamber also held another successful Golf Day in March which was well attended by local businesses. The event was taken out by the team from Coastline Credit Union.

The 2018 Holiday Coast Credit Union Greater Port Macquarie Business Awards was held on 28 July 2018 and attended by 520 guests. Chamber secured the services of Jean Kitson as MC with local identity Cameron Marshall as the co-host. The night was once again a spectacularly successful gala event showcasing the many local businesses operating in Port Macquarie. We sincerely thank all the entrants for submitting entries to the Awards.

Of particular note was Charles Sturt University taking out Business of the Year and Billabong Zoo and Hastings Co-op being inducted into the Hall of Fame.

The year saw Chamber well supported once again by major sponsors (1 Platinum & 11 Gold) and the Board wishes to thank them for their ongoing financial commitment.

Participation in all events increased as did overall Membership which grew to the EOFY. As a result Chamber is in a sound financial position as the Treasurers report will confirm.

The Chamber has completed a successful year due on no small part to the hard work of Mark Wilson, Trisha McIntyre and Katherine Harris. This team has also recently moved Chamber Offices to 31 Horton Street.

Chamber is also well served by a committed and energetic board who continue to work hard on behalf of its members through the events offered and representations to local and state government officials.

Regular meetings have been held with both the Mayor's office and Leslie Williams MP. Regular topics of discussion within both forums have included critical infrastructure such as Ocean Drive, Boundary Street,

modern entry signage statements, parks and gardens maintenance, and key events to attract business activity.

On behalf of the Chamber Board I wish to thank all our sponsors and members for their continued support and participation.

A handwritten signature in cursive script, appearing to read "M Mowle".

Michael Mowle

24 September 2019

Overview

This annual report summarises the Chamber's activities and achievements during the past year.

Thank you to all our members, sponsors and supporters. Your positive engagement is key to our ability to support a vibrant and positive business community and environment.

Advocacy remains at the forefront of our activities; relationships with governments and key stakeholders remain strong.

Memberships and the annual business awards continue to provide the two main income sources. Our regular networking events (breakfasts and networking evenings) generally break even, while our special events such as Boardroom Lunches and the Golf Day are returning reasonable profits.

The Chamber Alliance continues to add value to our membership, with more opportunities for Members to involve themselves through networking and contact opportunities.

Support for local causes is at the forefront of our activities.

Membership

The Chamber had 252 members as of 30 June 2018, moved to a high of 269 in November, then retreated to 255 at the end of June 2019.

Chamber Team

Chamber Board members working for you during 2018/2019 year:

- Alex Glen-Holmes – (Treasurer) - Licensed Sales Agent & Auctioneer
- Cathie Linklater – Port Macquarie News
- Tony Thorne – Director – King and Campbell (resigned 2018)
- Kellon Beard – Regional Manager Mid North Coast – NSW Business Chamber
- Stuart Goodfellow – Director – Regional Business Specialists
- Janette Hyde – (Vice President) - Board Member – Panthers Port Macquarie
- Jane Hillsdon – Managing Director – Dragonfly Marketing (resigned 2019)
- Karl Mclean – Port Macquarie & Hastings Area Manager – BCU (resigned 2018)
- Michael Mowle – (President) - Managing Director – Hopkins Consultants
- Chris Denny – Southern Cross Resorts
- Nick De Groot – (Secretary) - Port Macquarie X-Ray
- Justin Boydell – Rydges Port Macquarie, Sails Port Macquarie by Rydges & Beach House (resigned 2019)
- Linda Elbourne – Willing & Able
- Natalie Mitchell – Capital Office Business Solutions



Jane Hillsdon



Chris Denny



Janette Hyde



Kellon Beard



Justin Boydell



Michael Mowle



Nick De Groot



Stuart Goodfellow



Karl McLean



Natalie Mitchell



Tony Thorne



Linda Elbourne



Alex Glen-Holmes



Cathie Linklater

Administration staff

The Chamber administration team:

- Mark Wilson – Executive Officer
- Katherine Harris – Office and Administration Manager
- Trisha McIntyre – Marketing and Events Officer
- Chris Dubar – Accounts Officer



Trisha McIntyre



Katherine Harris



Mark Wilson

Advocacy

Central to Chamber's activity as the premier local business advocate, pursuing issues and opportunities which support a healthy economy and improve the quality of life in our community.

In this regard, Chamber has consulted with and represented member views on a broad range of issues, including those detailed below. In particular, we have maintained links and representation on two of Port Macquarie Hasting's Council's (PMHC) major portfolios, being the Economic Development Steering Group and the Town Centre Masterplan Committee. We also hold Board Representation on the Cultural Steering Group.

The Chamber continues to lobby local, state and federal representatives in respect to the proposed Orbital road and additional Airport access suggesting that once an acceptable route is found; the roads will be appropriate projects to receive state and/or commonwealth financial assistance due to our significance as a regional infrastructure project. We also continue to lobby heavily regarding the current condition of the existing Airport access road.

Chamber is pleased to have a continued partnership with SafeWork NSW in our united goal to raise awareness of safety in the workplace.

Submissions and support letters

- Support for the CBD Foreshore Masterplan Bicentennial Walk project
- Support for Cowarra State Forest - Tourism Infrastructure project
- Support for Grant Application for Garden Village development
- Support for PMHC regarding grant to support the "Cultural Economy Plan" program
- Support for PMHC Maritime Facility redevelopment
- Support for Koala Hospital facility replacement
- Support for Luminosity Project
- Support for Council investigation into Orbital Road options
- Support for Billabong Zoo "Zoofari" night display concept
- Support for NSW Office of Sport regarding Stuart Park facility redevelopment
- Support for grant for Careflight patient stretcher
- Support for inclusion of Surf Museum in Town Beach Master Plan
- Support for PMHC regarding application for grant for Youth Leader Program

Financial statement

Treasurer's Report

Port Macquarie Chamber of Commerce 2018/19

I am happy, on behalf of Port Macquarie Chamber of Commerce, to present the financial report for 2018/19. This year we were able to show a positive result with an overall profit of \$5079.34. This is following on from a deficit in the 2017/18 financial year of \$33 775.

As explained last year in 2017/18, the Port Macquarie Chamber of Commerce and HBEN combined to offer a single membership base. This was done to meet the needs of all members. This process has now been completed.

The 2018/19 financial year saw overall **Membership income** increase by 30.7%

Event Income was at \$179 953

With **Expenses** of \$121 921

Gross Profit of \$ 58 032

This can be attributed to well supported special events such as our Golf Day and this year reinstating two Boardroom lunches with John McGrath & Craig James as our guest speakers.

We were also privileged to be able to present renowned Demographics specialist Bernard Salt to members & guests. This event was very well received and brought huge benefits in future planning to the area for local government and businesses alike. This event provided minimal profit however we saw this as a huge educational benefit & service to our members.

2018 Business Awards was again a very well run and attended event showing an overall profit of over \$30,000. This is due to an extremely hardworking collaboration of a committee putting in many voluntary hours and working with our Chamber Staff. Thank you again to all of you for your fantastic work ethic and "Get it done" attitude.

Overheads have been well controlled with minimal increase, in spite of the need to relocate at the beginning of May.

Balance Sheet as at 30th June 2019.

Assets \$131 257

Liabilities \$ 97 452

Equity \$ 33 805

As treasurer I believe we are trading in a positive cash flow position and the Port Macquarie Chamber of Commerce can pay its bills in the near future.

I wish to thank the current Board for their support, hard work and diligence to make the year a great success financially for the Chamber & special thank you to Chris DuBar from our Accounts Department for assisting me to restructure the account reports that are presented to the Board.

Also a big thank you to Mark Wilson, Katherine Harris and Trisha McIntyre from our Chamber office for being prudent and mindful of their expenditure within the office during the year.

The current board has placed Port Macquarie Chamber of Commerce in a good financial position to continue into the future with the resources needed to support the members.

Yours Sincerely

Alex Glen-Holmes
Treasurer

| Income Statement: | 2019 | 2018 |
|--|--------------|-----------------|
| | \$ | \$ |
| Revenue | 285,953 | 207,635 |
| Other revenue | 1,214 | 2,654 |
| Expenses inc Employee expense | (282,087) | (244,064) |
| Depreciation and amortisation expenses | 0 | 0 |
| Finance costs | 0 | 0 |
| Profit (loss) from operations | 5,079 | (33,775) |

| Balance Sheet: | 2019 | 2018 |
|----------------------------------|----------------|----------------|
| CURRENT ASSETS | | |
| Cash and cash equivalents | 81,097 | 83,460 |
| Trade and other receivables | 25,820 | 17,055 |
| Other current assets | 24,341 | 738 |
| TOTAL CURRENT ASSETS | 131,257 | 115,253 |
| NON-CURRENT ASSETS | | |
| Property, plant and equipment | 0 | 0 |
| TOTAL NON-CURRENT ASSETS | 0 | 0 |
| TOTAL ASSETS | 131,257 | 115,253 |
| LIABILITIES | | |
| CURRENT LIABILITIES | | |
| Trade and other payables | 26,638 | 23,959 |
| Financial liabilities | 70,814 | 62,832 |
| TOTAL CURRENT LIABILITIES | 97,452 | 86,791 |
| TOTAL LIABILITIES | 97,452 | 86,791 |
| NET ASSETS | 33,805 | 28,462 |
| EQUITY | | |
| Retained profits | 33,805 | 28,462 |
| TOTAL EQUITY | 33,805 | 28,462 |

Table 1 income statement and balance sheet

Please note that an independent financial review was required for the year as our revenue exceeded the requirement boundary. This report is a separate document, and copies are available from our website or on request from the office.

Events

A key element of our engagement with members is our regular events. Each gathering has focused on providing information for members on matters of strategic interest to local business (see topics listed below).



Port Chamber

The structure of meetings was alerted during the year, with feedback from Members indicating that most preferred a decrease in presentation time in favour of more discussion and networking opportunities at events.

The Chamber event themes over the period are outlined below.

Port Chamber events

- 2018 Holiday Coast Credit Union Greater Port Macquarie Business Awards Gala Dinner
- Special Chamber Breakfast with Stephen Cartwright, NSW Business Chamber
- Chamber Networking Evening - John Carroll - Mind Safari
- Business Awards Sponsors thank you breakfast
- Bernard Salt - Table for Twenty Dinner
- Boardroom Lunch with Bernard Salt AM
- Chamber Breakfast - Cyber Security
- Boardroom Lunch with John McGrath
- Chamber AGM & Networking Evening - Q&A with Mayor & General Manager and meet new Chamber Board
- Chamber Christmas Breakfast
- Combined Business Networks Christmas Party
- Chamber Networking Breakfast - Andrew Lord, BluePrint Life Coaching - Kick-start your New Year
- Chamber Networking Evening - Susan Judd - Emotional Intelligence in the Workplace
- Luminosity Launch Breakfast
- Breakfast with Deputy PM, Michael McCormack
- Port Chamber Golf Day
- Boardroom Lunch with Craig James, CommSec
- Chamber Networking Evening - Fiona Nash - CSU Update
- Business Awards Launch Lunch
- Chamber Networking Breakfast - SafeWork NSW update from Peter Barron
- Chamber Networking Breakfast - Sovereign Hills Town Plan update

Celebrating local business

Each year, Chamber encourages the celebration of local business by hosting the Holiday Coast Credit Union, Greater Port Macquarie Business Awards. The Business Awards income for this period made up over 35 % of Chamber's overall annual revenue.

The awards continue to grow and receive strong support. They are now recognised as the local business event of the year. Feedback from participants indicates they value the opportunity to celebrate with their teams and colleagues, gain recognition for their achievements, raise their profile and take the opportunity to assess and receive feedback on business performance.

"Thank you for all your effort in the Awards process, it was a great night."

"It was a lovely evening and we were thrilled to be finalists in such a fantastic event – recognising the many individuals, services and businesses across the mid north coast. Thank you for putting on such a great night – we all enjoyed being able to dress up and come out and celebrate together, and mingle with colleagues and meet others."

"I have to say once again this year's Business Awards was the best ever so huge thanks for your massive effort."

"Congratulations and well done again on a fabulous Awards Gala Night. It was a wonderful celebration of our local businesses."

"I hope all is well with you both and a massive congratulations on a fantastic Awards night."

"A very big thank you to the three of you for helping make this year's business awards such an outstanding success".

"Great event and a credit to being so well organised. Ran very smoothly. Well done to all."

Hall of Fame

The Hall of Fame Award was introduced in 2011 to acknowledge businesses who have consistently achieved success through the Business Awards process since the awards commenced in 2007. There are two criteria to enter the Hall of Fame:

A business must have won five or more Awards since the Awards began in 2007, and /or have won four awards in consecutive years.

2018 Inductees

- Billabong Zoo
- Hastings Co-op

Category winners (2018)

Local Industry Awards

- Accommodation - Sails Port Macquarie by Rydges
- Automotive Services - CS Mechanical Repairs & Services
- Childcare, Education & Training - Charles Sturt University
- Community & Social Services - Orange Sky Australia Limited
- Construction - EIRE Constructions
- Creative Services & Communications - Radio531
- Financial Services - Smarter Financial & Insurance Solutions
- Food Production & Catering - Seed Catering
- Hair & Beauty Services - Aqua Vitae Day Spa
- Hotels, Clubs & Bars - Panthers Port Macquarie
- Industry, Manufacturing & Engineering - Aussport Scoreboards
- Medical, Healthcare & Fitness - Sports and Spinal Physiotherapy
- New Business - Sandbox
- Professional & Business Services (5 or less employees) - The Posify Group
- Professional & Business Services (6 or more employees) - Men At Work
- Real Estate & Residential Services - HEM Property
- Restaurants & Cafes - Seasalt Café & Restaurant
- Retail (5 or less employees) - Touchwood Flowers
- Retail (6 or more employees) - JB Hifi
- Tourism & Attractions - The Koala Preservation Society Australia Inc
- Woman in Business - Ashley Sargeson (Touchwood Flowers)
- People's Choice - Panthers Port Macquarie

Business Excellence Awards

- Outstanding Young Employee (aged 18 – 35) - Angela Murphy (Port Macquarie Performing Arts)
- Outstanding Young Entrepreneur (aged 18 – 35) - Monique Muusers (Frankie's Travel)
- Outstanding Business Leader (aged 36+) - Stacey Morgan (Port Macquarie Performing Arts)
- Excellence in Social Enterprise - OCTEC Limited
- Start Up Superstar - Latif Ucderehli (Sandbox)
- Excellence in Innovation - Hello Koalas Sculpture Trail / Arts and Health Australia
- Excellence in Sustainability - Whalebone Wharf
- Excellence in Export - Cassegrain Wines Pty Ltd
- Outstanding Employer of Choice - Charles Sturt University
- Excellence in Work Health & Safety - Fastplast Building Supplies
- Excellence in Small Business - Barbushco Pty Ltd
- Excellence in Business - EIRE Constructions

Business of the Year

- Charles Sturt University

Forging relationships

Chamber is very pleased to continue its representation of member views to community leaders including the PMHC General Manager and local members of parliament. This advocacy occurs not only via formal written representations on issues of concern, but also through regular face-to-face meetings allowing constructive dialogue on shared challenges and solutions.

Council and Mayor

Chamber's executive representatives attend a regular quarterly meeting with the Mayor and General Manager. These meetings ensure a collaborate approach on matters of business interest and provide a voice for the business community within our local government area at this executive level.

Business Hub

Bi-monthly meetings of the 'Business Hub' (comprising representatives of all our local business networks and Council's Economic Development team) provide a forum to raise issues of collective business concern, share information about member activities and to facilitate joint promotion or other forms of mutual assistance.

Supporting the community

The Chamber often refers to our local business as the "backbone of the community". Local business has a long-standing reputation for involvement in community causes and making a positive contribution.

The Chamber is proud to have supported various causes throughout the year, including:

- Sponsorship of four young people to attend the Luminosity Youth Summit
- Supporting Surf Life Saving NSW via the Combined Business Networks Christmas Party where \$4,000 was raised (\$1,000 for each of the 4 Local Surf Clubs)
- Coordinating the annual midnight community fireworks on New Year's Eve