AGENDA

AGM 2026

Name:	NorthWest Country Incorporated
Date:	Tuesday, 13 October 2026
Time:	6:30 pm to 7:03 pm (NZDT)
Location:	The Riverhead, 33 York Terrace, Riverhead
Board Members:	Andrew Howard (Chair), Nicky Horsbrough (Chair), Andy Cummings, James Scott, Jane Clements, Diego Barrese, Malhar Panchwagh, Robbie Hannon
Attendees:	Danielle Hancock, Matt Ross

1. Opening Meeting

1.1 Welcome
6:30 pm (1 min)

Andrew Howard

For Noting

Chair welcomes Executive Committee and members to AGM 2026.

1.2 Quorum
6:31 pm (1 min)

Andrew Howard

For Noting

The North West Country Incorporated Executive Committee confirm quorum is reached consisting of six full members of the association.

1.3 Apologies
6:32 pm (1 min)

Andrew Howard

For Decision

The North West Country Incorporated Executive Committee accept the apologies.

1.4 Confirmation of Minutes from 2025 AGM
6:33 pm (2 min)

Andrew Howard

For Decision

The North West Country Incorporated Executive Committee accept the minutes of the 2025 AGM, as attached, as a true and accurate record.

Supporting Documents:

1.4.a Minutes : AGM 2025 - 14 Oct 2025

1.5 Interests Register

6:35 pm (2 min)

Andrew Howard

For Decision

Executive Committee Members must declare all interests they hold. Any additional interests in this agenda are requested to be declared.

Supporting Documents:

1.5.a Interests Register

2. Annual Reports and Decisions

2.1 Chair's Report

6:37 pm (3 min)

Andrew Howard

For Decision

The North West Country Incorporated Executive Committee accepts the Chair's Report 2026.

Supporting Documents:

2.1.a Chair's Report 2026.pdf

2.2 Treasurer's Report

6:40 pm (4 min)

Andrew Howard

For Decision

The North West Country Incorporated Executive Committee accepts the Treasurer's Report 2026.

Supporting Documents:

2.2.a Treasurers Report 2026.pdf

2.3 Approval of Audited Annual Financial Statements for Year End 30 June 2026

6:44 pm (2 min)

Andrew Howard

For Decision

That North West Country Incorporated receive and approve the Annual Financial Statements for the Financial Year 1 July 2025 to 30 June 2026.

Supporting Documents:

2.3.a Audited Financial Report 2026.pdf

2.4 Manager's Report

6:46 pm (3 min)

Danielle Hancock

For Decision

The North West Country Incorporated Executive Committee accepts the Manager's Report 2026.

Supporting Documents:

2.4.a Managers Report 2026.pdf

2.5 Approval of Annual Budget for July 1st 2027 to 30 June 2028

6:49 pm (3 min)

Andrew Howard

For Decision

That North West Country Incorporated:

Move to approve the following financial year 2027/2028 draft budget which includes a BID targeted rate grant amount of $226,044 including a 5% increase or $10,764 for the 2027/2028 financial year. Further ask the Rodney Local Board recommend to the Governing Body the amount of $226,044 be included in the Auckland Council draft 2027/2028 annual budget consultation process.

Supporting Documents:

2.5.a	Draft Annual Budget 2027-2028.pdf

2.6 Approval of Draft Business Plan 2027-2028

6:52 pm (1 min)

Andrew Howard

For Decision

That North West Country Incorporated receive and approve the Draft Business Plan 2027-2028.

Supporting Documents:

2.6.a	Draft Business Plan 2027-2028.pdf

2.7 Appointment of Auditor for year-end 30th June 2027.

6:53 pm (1 min)

Andrew Howard

For Decision

That North West Country Incorporated appoint Cornelius du Plessis of Murray Audit as Auditor for North West Country Incorporated for the 2026-2027 financial year.

3. SPECIAL RESOLUTIONS

3.1 Honoraria

6:54 pm (3 min)

Andrew Howard

For Decision

That North West Country Incorporated approve the assignment of an Honorarium programme for Executive Committee members as per the BNW Honoraria Policy 2026.

That North West Country Incorporated approve the payment of Honoraria for Executive Committee members to be back dated to 1 July 2026.

Supporting Documents:

3.1.a	BNW Honoraria Policy 2026.pdf

3.2 Update to Constitution

6:57 pm (5 min)

Andrew Howard

For Decision

That North West Country Incorporated adopt the North West Country Incorporated Constitution 2026 including amendments and updates relating to the inclusion of the provision of honoraria for officers.

Summary of Proposed Amendments:

- Rule 4.2.1 pay the costs and expenses of the Association including the payment of honoraria to officers; and
- Rule 13.2.3 the Association may pay reasonable remuneration or honoraria to any officer or servant of the Association in accordance with Rule 20.
- Rule 20

HONORARIA

20.1. The Society may pay honoraria to Officers and Committee Members in recognition of the time, responsibility, and services provided to the Society.

20.2. The total annual budget for honoraria shall be approved by Members at the Annual General Meeting as part of the annual budget process.

20.3. The Committee may determine the allocation of approved honoraria, provided that:

20.3.1. Any honorarium must be reasonable and consistent with the Society's objects;

20.3.2. The recipient does not participate in the decision relating to the payment;

20.3.3. All honoraria paid shall be disclosed in the Society's annual financial statements and annual report; and

20.3.4. Nothing in this clause prevents reimbursement of actual and reasonable expenses incurred on behalf of the Society.

- Rule 24.5 Any five voting members of the Executive Committee constitute a quorum for the transaction of the business of a meeting of the Executive Committee.

Supporting Documents:

3.2.a	Proposed Constitution 2026 draft.pdf

4. Election of Committee Members

4.1 Election of Executive Committee Members — 7:02 pm (4 min)

Andrew Howard

For Decision

1. Under section 15.8 of the constitution, any appointed members are required to be elected onto the Executive Committee. We have three appointed members to be elected at this AGM.

I. Riverhead**:** Malhar Panchwagh, Vega Lend, Riverhead

II. Kumeu: Christine Lischner, Kumeu Insurance Services, Kumeu

III. Risk Advisor: Diego Barrese.

Malhar Panchwagh, Christine Lischner and Diego Barrese are hereby elected to the North West Country Incorporated Executive Committee.

2. Under section 15.5.1 of the constitution three board members must retire from the board and are entitled to be re-elected at the AGM. Three members retired during the year so no further members are required to step down.

3. Under section 15.2 of the constitution, the Executive Committee has a casual vacancy for the area of Parakai. Nominations can be taken for this vacancy.

4.2 Election of Chair

7:06 pm (2 min)

Nicky Horsbrough

For Decision

We have received one nomination for the role of Chair from Andrew Howard from Waimauku.

4.3 Election of Tourism North West Sub-Committee members

7:08 pm (10 min)

Andrew Howard

For Decision

Tourism North West is a sub-committee of Business North West and has been established with the purpose of implementing the North West Auckland Destination Management Plan.

Nominations are called to establish the Tourism North West Sub-committee that consists of:

- a minimum of one dedicated mana whenua position,
- between three and seven positions that can be filled with mana whenua or tourism operator representatives,
- one Business North West officer position to act as Chair.

Supporting Documents:

4.3.a	Tourism North West Operational Model.pdf

5. Close Meeting

5.1 Close the meeting

Next meeting: Executive Committee Meeting - 10 Nov 2026, 6:30 pm