



# Norfolk Island Chamber of Commerce, Inc.

## MEMBERS NOVEMBER MEETING AGENDA

**DATE:** Tuesday, 14 November 2017  
**TIME:** 5:30pm  
**LOCATION:** Christian's Cave, Norfolk Island

Item No.	Agenda Item	Jurisdiction	Supporting material	Time
<b>1.0</b>	<b>Procedural Items</b>			
1.1	Welcome & Apologies	President		5.30 pm
1.2	Update of Cascade Pier Project:	President	Guest speaker: Mr Jarrod O'Reilly, Advisian	5.30 pm
<b>2.0</b>	<b>Minutes and Action List</b>			
2.1	Minutes Members meeting, Tuesday 10 October 2017	Secretary	Circulated to members	6.00 pm
2.2	Action List - Tuesday 10 October 2017	Secretary	<a href="#">Attachment No. 1</a> updated list as at 3 <sup>rd</sup> November 2017	6.05 pm
<b>3.0</b>	<b>Correspondence</b>			
3.1	Inward and Outward Correspondence	Secretary	<a href="#">Attachment No. 2</a>	6.10 pm
<b>4.0</b>	<b>Reports/ Professional Advice</b>			
4.1	President's Activity Report	President	<a href="#">Attachment No. 3</a>	6.15 pm
4.2	Treasurer's Activity Report	Treasurer		
4.4	TAC Report for November 2017	Secretary	<ul style="list-style-type: none"> <li>No representative at the November meeting.</li> </ul>	
4.5	Cruise Ship Working Group	Les Quintal	<ul style="list-style-type: none"> <li>Meeting Thursday 2 November 2017, awaiting Minutes from Rose Evans</li> </ul>	
<b>5.0</b>	<b>Strategic Issues</b>			
5.1	Strategic Plan 2017-2022	Committee	<ul style="list-style-type: none"> <li>Three comments received from members – thank you.</li> <li>Committee now requests acceptance and adoption of the Strategic Plan at the November 2017 meeting</li> </ul>	6.25 pm

5.2	Membership of NSW Business Chamber	President	<ul style="list-style-type: none"> <li>• <a href="#">Refer Attachment No. 4</a></li> <li>• Package sent out for members to join the NSW Business Chamber.</li> </ul>	6.30 pm
<b>6.0</b>	<b>Other Business</b>			
6.1	December monthly meeting	Secretary	Scheduled for Tuesday 12 December 2017	



# Norfolk Island Chamber of Commerce, Inc.

## ACTION LIST

### NOVEMBER MONTHLY MEETING 2017

#### Agenda Item No. 2.2

As at 6 November 2017

Meeting Date & Action Reference Number	Action Required	Action for;	Comments
10/10/17 Guest speaker	Write to Ms Gai Brodtmann with topics for follow up.	President <a href="#">Completed</a>	Awaiting reply from Ms Brodtmann (13Oct2017)
10/10/17; 5.1	Meeting with Senator Nash – follow up on 3 discussion items	President	Deferred due to change of Minister. Awaiting notice of who the new Minister is for Norfolk Island.
10/10/17; 5.2	Strategic Plan 2017/2022 Members to provide comment by end October 2017	Members Secretary <a href="#">Completed</a>	Agenda Item November meeting to be agreed to and passed.
10/10/17; 6.4	Chamber Christmas event Committee to look at options	Secretary <a href="#">Completed</a>	Agenda item for next Committee meeting
10/10/17; 6.5	Medicinal Cannabis	Secretary <a href="#">Completed</a>	Agenda item for next Committee meeting. Include in Strategic Plan as a future option.
10/10/17; 6.6	NIRC Significant Development Category Chamber write to NIRC requesting information on submissions	President <a href="#">Completed</a>	Write to Mayor requesting information be provided to Chamber as soon as possible. <ul style="list-style-type: none"> <li>NIRC letter uploaded to member's link</li> </ul>



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## CORRESPONDENCE

### NOVEMBER MONTHLY MEETING 2017

#### Agenda Item No. 3.1

#### RECEIVED

Date	By	From	Subject	Action
8/11/17		Chris Nobbs	Proposed report which is due out after November monthly meeting 2017	Chris Nobbs to provide brief of his report at meeting.
6/11/17	Letter	Australian Business Register	Confirmation of Chamber's business name	
6/11/17	Letter	Australian Taxation Office	Confirmation of Chamber's Tax File number.	
6/11/17	Email	UTC	September Visitor information	Uploaded to member's online link
03/11/17	Email	NSW Business Chamber	Membership package Information on joining NSW Business Chamber	Forwarded to members

#### SENT

Date	By	To	Subject	Reference
2/10/17	Email	Australian Government, Charities and Not-For-Profit Organisations	Application completed for Chamber to become a Not-For-Profit organisation.	Awaiting confirmation.
20/10/17	Email	Norfolk Island Regional Council	Submission re Community Grants Program	Awaiting reply



# Norfolk Island Chamber of Commerce, Inc.

## PRESIDENT'S REPORT

### NOVEMBER MONTHLY MEETING 2017

#### Agenda Item No. 4.1

Date	Subject	Issues for Chamber
03/10/2017	Chamber Members Shopping Map	Chamber has applied for a Norfolk Island Regional Council Community Grants Program to assist with funds to produce a member's 'shopping map'.
03/10/2017	October Newsletter	Included in Saturday 4 November 2017 newspapers.
	Chamber's Online Link	Committee asks member, on a regular basis, to check the Chamber's Norfolk Online link for new information that is uploaded between meetings. This is where copies of letters, submissions, reports etc are kept. Again Chamber thanks Alison Christian for her generous offer and assistance with this and all the media work she is doing.
	Future Submissions by Chamber	It would be appreciated by Committee that when members move and second a motion for submissions/ important letters (on any topic) to be submitted from Chamber, that members would please provide input and text, especially comments from the Mover and Secunder of the motion.



# Norfolk Island Chamber of Commerce, Inc.

## Agenda Item No. 5.2

### New South Wales Business Chamber - Membership

Dear Members

The Chamber Alliance Program has been developed to strengthen the relationship between the NSW Business Chamber and the Norfolk Island Chambers of Commerce (NICOC). This program represents a significant opportunity to unite the Chamber movement and provide members of the NICOC access to benefits of the NSW Business Chamber at no additional cost to a member.

The NICOC is working with the NSW Business Chamber to extend assistance to members and the Committee now invites members to **opt into** the program further so you can start to receive the benefit from that program.

NSW Business Chamber helps businesses maximise their potential through advocacy, networks, advice and solutions, no matter what size or industry, thereby allowing you to concentrate on what you do best - growing your business.

NICOC believes it is important for business communities to succeed. Prosperity creates new jobs, social wealth, and better communities in which to live. Being part of the NSW Business Chamber may help your business in the following ways:

- Create better business to business connections
- Public policy and advocacy
- Providing business support
- Helping you to increase productivity through expert advice and business solutions

As a member of NICOC, you are invited to complete the attached form (A) and return by email or hand to Mr Tony Cook. NICOC requires 70% membership to join so even if a member does not see benefit for themselves Committee encourages you to please join as this will help those members who want to and enable them to take advantage of NSW Business Chamber benefits. Once the 70% is reached then the process can begin to join the NSW Business Chamber which will then provide access to further benefits. An Entitlement Sheet (B) is also attached which outlines the entitlements and services provided in further detail. Committee encourages you all to look at the website [www.nswbc.com.au](http://www.nswbc.com.au) to see the services and solutions offered to businesses.

If you have any further questions please contact the Committee to discuss.

Norfolk Island Chamber of Commerce Committee