



T/16/12

MINUTES

ORDINARY MEETING OF TRUSTEES

Date: Tuesday, 22 November 2016
Time: 7.05pm
Place: Trust Office, Perry House, 360 Tristram Street, Hamilton

PRESENT: Trustees Ingle (Chair), Chibnall, Harding, Isaac & Williams

IN ATTENDANCE: Trust Manager, Grants Manager & Trust Secretary

ABSENT: Trustee Hamill

CONFLICT OF INTEREST DECLARATIONS: In addition to those declared in item T/16/12/4.5, Trustee Isaac declared her conflict of interest under item T/16/12/4.2 in as much as she is a Trustee of One Victoria Trust Board

AGENDA ITEM

T/16/12/1.0 OTHER REPORTS

T/16/12/1.1 Guidelines for Access to Information by Beneficiaries (Ref: 10/7)

A report from the Trust Secretary dated 28 October 2016 was circulated.

MOVED: (Ingle/Harding) That:

1. The Trust confirms the adoption of the Guidelines for Access to Information by Beneficiaries of Electricity Community and Customer Trusts.
2. The Guidelines be next reviewed by the Trust in August 2019.

CARRIED

T/16/12/1.2 ETNZ Spring Conference 2016 (Ref: 5/30/15)

A report from the Trust Manager and Trustee Isaac dated 14 November 2016 was circulated.

Issues and highlights from the recent Conference held in Blenheim were discussed.

MOVED: (Ingle/Harding) That the report be received for information.

CARRIED

T/16/12/1.3 Trustee Remuneration Review (Ref: 5/20/10)

A report from the Trust Manager dated 15 November 2016 was circulated.

MOVED: (Isaac/Harding) That a Trustee Remuneration review be conducted according to Trust process prior to the 2017 triennial election.

CARRIED

T/16/12/2.0 MANAGEMENT REPORTS

T/16/12/2.1 Resolution Schedule

The Resolution Schedule dated 3 November 2016 was circulated for noting.

MOVED: (Ingle/Harding) That the Resolution Schedule be noted.

CARRIED

T/16/12/2.2 Trustee Meeting and Workshop Attendance (Ref: 15/2)

A report from the Trust Secretary dated 3 November 2016 was circulated for noting.

MOVED: (Ingle/Harding) That the schedule of Trustee meeting attendance be noted.

CARRIED

T/16/12/2.3 Ongoing Projects Status Report (Ref: 60/60/6)

A report from the Grants Manager dated 17 November 2016 was circulated for noting.

MOVED: (Harding/Isaac) That the report be noted.

CARRIED

T/16/12/2.4 Financial and Budget Report (Ref: 20/10)

A report from the Financial Administrator for the month of October 2016 was circulated.

MOVED: (Chibnall/Williams) That the financial and budget report to 31 October 2016 be adopted.

CARRIED

T/16/12/2.5 Energy Trusts of New Zealand (Ref: 5/30/15)

A report from the Trust Secretary for the month of November 2016 was circulated.

MOVED: (Ingle/Isaac) That the report be noted.

CARRIED

T/16/12/2.6 Industry & Trust Activity Updates (Ref: 5/20/5 & 15/1/1)

The Grants Manager advised the Trustees about the recent passing of Lois Livingston, former Waikato Regional Councillor, who was involved with several of the community organisations supported by the Trust. He also gave an update on Momentum Waikato's \$1m Vital Waikato Grant round, for which he is to be an Advisor.

Trustees Harding, Isaac and Williams reported on community events recently attended.

Trustee Williams commented on the Waikato Chamber of Commerce Annual Business Awards held 4 November 2016.

Trustee Ingle reported on a potential dividend from the Company made up of residual funds resulting from a recalculation of Transpower charges.

MOVED: (Ingle/Williams) That the verbal reports be received.

CARRIED

T/16/12/3.0 CONFIRMATION OF MINUTES

T/16/12/3.1 Minutes of Ordinary Meeting T/16/11 dated 25 October 2016

MOVED: (Ingle/Harding) That the Minutes as circulated be confirmed as a true and correct record.

CARRIED

T/16/12/4.0 DISTRIBUTIONS

T/16/12/4.1 Zeal Education Trust – Exceptional Circumstances (Ref: 60/4/2016)

A report from the Grants Manager dated 14 November 2016 was circulated.

There was some discussion around Multi-Year grants and exceptional circumstances.

MOVED: (Harding/Isaac) That the Trust allows an additional 2016 application from Zeal Education Trust to be considered in the October 2016 Quick Response round due to exceptional circumstances.

CARRIED

T/16/12/4.2 September 2015 Community Support Multi-Year Grants – Approval for Year Two Payments (Ref: 60/4/2016)

A report from the Grants Manager dated 14 November 2016 was circulated.

MOVED: (Chibnall/Williams) That the following organisations that submitted applications to the September 2015 Community Support grants round and were subsequently approved to receive a multi-year grant be confirmed to receive the second year instalment as per the following schedule:

Appl #	Organisation	Amount
CS093	Catholic Family Support Services	\$10,000
CS098	Glenview Community Centre	\$12,000
CS101	Hamilton Community Centre of Music	\$40,000
CS110	Raglan Community House Society Inc	\$13,500
CS116	Creative Waikato Trust	\$27,500
CS118	Graeme Dingle Foundation	\$22,500
CS124	Alzheimers Waikato Charitable Trust	\$18,000
CS128	Western Community Association	\$17,500
CS129	Zeal Education Trust	\$32,500
CS185	The Taiohi Toa Trust	\$10,000
CS198	One Victoria Trust Board*	\$27,500

CARRIED

**(Trustee Isaac did not take part in voting or discussion of this item)*

T/16/12/4.3 October 2016 Quick Response Grants Round (Ref: 60/4/2016)

A report from the Trust Manager dated 16 November 2016 was circulated.

MOVED: (Ingle/Isaac) That the report be received for information.

CARRIED

MOVED: (Harding/Isaac) That \$40,000 from the Quick Response Fund and \$20,000 from the balance remaining from the Convening and Organisational Development Fund be made available to the September 2016 Community Support round.

CARRIED

T/16/12/4.4 Major Transformational Projects Fund – 2016/17 Year (Ref: 60/4)

A report from the Grants Manager dated 17 November 2016 was circulated.

The Grants Manager reported on the two Expressions of Interest received.

MOVED: (Ingle/Harding) That the report be noted.

CARRIED

T/16/12/4.5 September 2016 Community Support Grants Round – Funding Allocation (Ref: 60/4/2016)

A report from the Grants Manager dated 15 November 2016 was circulated. A spreadsheet listing the 59 eligible applications, rankings and variance details was circulated separately.

Disclosure of Interests

The Chair drew Trustees' attention to the following Trust policy:

Governance Process Policies – Conflicts of Interest (point 8)

“Trustees who have declared an interest in an organisation who has applied for funding shall not rank, vote or participate in the discussion about that organisation’s application at the funding decision making meeting.”

The following Declarations of Interest were noted:

- | | | |
|------------------|---|--|
| Trustee Hamill | – | Waikato Rowing Club (Member)
Parent to Parent Waikato (Patron)
Perry Outdoor Education Trust (Trustee) |
| Trustee Chibnall | – | Male Support Services Waikato (Consultant)
Woodstock Primary School (Acquaintance of Principal) |

Trustees Ingle, Isaac, Harding and Williams had no interests to declare.

The Grants Manager gave an update with regard to the applications from Orchestras Central and Child Matters.

Trustees considered the 59 applications under the following four strategic priority areas (highest to lowest ranking for each priority area):

- Business/Economic Impact and Workability
- Enhancing Image and Building Community Pride
- Energy Efficiency and Healthier Homes
- Flourishing Families and Liveability

Business/Economic Impact and Workability

MOVED: (Ingle/Isaac) That the following grants be confirmed:

Appl #	Organisation	Amount
CS428	Waikato Regional Council	\$160,000
CS387	Smart Waikato Trust	\$32,000
CS423	University of Waikato	\$0
		CARRIED

Enhancing Image and Building Community Pride

MOVED: (Harding/Williams) That the following grants be confirmed:

Appl #	Organisation	Amount
CS359	Nga Rau Tatangi Ltd	\$10,000
CS397	Taki Rua Productions Society Inc	\$5,000
CS362	Orchestras Central Trust	\$37,500
CS395	Raglan Community Radio	\$6,000
CS367	Raglan Community Arts Council	\$0
CS414	Waikato Institute of Technology	\$0
CS402	The Waikato Chapter of Barbershop Harmony	\$4,000
		CARRIED

Energy Efficiency and Healthier Homes

MOVED: (Chibnall/Isaac) That the following grants be confirmed:

Appl #	Organisation	Amount
CS403	EVelocity	\$20,000
CS407	Whaingaroa Environment Centre	\$15,000
CS419	Hamilton Christian Schools Inc	\$10,000
		CARRIED

Flourishing Families and Liveability

MOVED: (Ingle/Isaac) That the following grants be confirmed:

Appl #	Organisation	Amount
CS377	Friendship House (Huntly) Community Charitable Trust	\$12,000
CS399	Hamilton Methodist Social Services Trust	\$18,000
CS383	McKenzie Centre Trust	\$20,000
CS400	Life Education Trust Hamilton	\$12,500
CS340	Ngaruawahia Community Youth Holiday Programme	\$12,000
CS357	North Waikato Blue Light	\$5,000
CS375	Volunteering Waikato	\$15,000
CS378	Diversity Counselling New Zealand	\$10,000
CS391	Hamilton South Community Centre Association	\$10,000
CS396	Rape & Sexual Abuse Healing Centre	\$10,000
CS346	Waikato Institute for Leisure & Sport Studies	\$10,000
CS368	Te Rongopai Community Trust	\$12,500
CS352	South East Kirikiriroa Community Association Inc	\$10,000
CS394	Ngaruawahia Community Care & Crisis Support Centre	\$10,000
CS417	Perry Outdoor Education Trust	\$15,000
CS348	Te Kauwhata Health Awareness Society	\$15,000
CS351	True Colours Children's Health Trust	\$22,500
CS358	YWCA Hamilton	\$12,000
CS369	Waikato Queer Youth Trust	\$5,000
CS349	Male Support Services Waikato	\$5,000
	<i>(Trustee Chibnall did not take part in voting or discussion of this item)</i>	
CS370	Autism New Zealand Waikato	\$15,000
CS380	Swim Waikato Inc	\$16,000
CS343	Head Injury Society (Waikato) Inc	\$17,500
CS401	Pukeko Preschool Trust Board	\$10,000
CS413	Positive Change Programmes Charitable Trust	\$5,000
CS363	Arts for Health Community Trust	\$10,000
CS374	Riding for Disabled Waikato Group Inc	\$10,000
CS404	The Institute for Child Protection Studies	\$20,000
CS412	Parent to Parent Waikato	\$10,000
CS420	Wanderers Sports Club (Hamilton) Inc	\$5,000
CS372	Hamilton Squash & Tennis Club Inc	\$8,000
CS345	Citizens Advice Bureau Hamilton Inc	\$5,000
CS385	Hamilton Group Riding for the Disabled	\$7,500
CS421	Netball Waikato Bay of Plenty Zone Inc	\$20,000
CS341	The Dyslexia Association of Waikato	\$3,000
CS393	Claudlands Rovers Sports Club Inc	\$0
CS342	English Language Partners New Zealand – Waikato Centre	\$0
CS392	Toughlove Waikato Trust	\$0
CS371	Age Concern Hamilton	\$5,000
CS398	Hamilton City Council	\$0
CS405	NZ Council of Victim Support Groups Inc	\$0
CS364	Woodstock Primary School	\$0
	<i>(Trustee Chibnall did not take part in voting or discussion of this item)</i>	
CS426	The Girl Guides Association of New Zealand Inc	\$0
CS373	Stroke Foundation of New Zealand – Midland Region	\$0
CS406	Saint Paul's Foundation	\$0
CS411	Waikato Rowing Club	\$0

CARRIED

The total grants funding for the September 2016 Community Support round was allocated at \$708,000 to 46 successful grant applications.

T/16/12/5.0 EXCLUSION OF PUBLIC

MOVED: (Ingle/Harding) That the public be excluded from the following parts of the proceedings of this meeting under Section 48(1) of the Local Government Official Information and Meetings Act 1987, for reasons relating to third party commercial sensitivity, on the following grounds:

1. To enable the Trust to carry out, without prejudice or disadvantage, negotiations (including commercial or industrial negotiations).
2. To protect information where the making available of the information would be likely unreasonably to prejudice the commercial position of the person/organisation who supplied or who is the subject of the information.

Agenda Item	General subject matter to be considered	Grounds for passing this resolution
T/16/12/6.1	Legal Opinion on Election to the Trust	Definition 2 above
T/16/12/7.1	Company Valuation	Definitions 1 & 2 above
T/16/12/8.1	Trust Manager's Report	Definitions 1 & 2 above
T/16/12/8.2	Risk Management Report	Definitions 1 & 2 above
T/16/12/8.3	Resolution Schedule	Definitions 1 & 2 above
T/16/12/9.1	Confirmation of Minutes	Definitions 1 & 2 above

The meeting concluded at 9.20pm.

Confirmed at T/16/13 on 13 December 2016 as a true and correct record.

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CHAIR