



T/17/12

MINUTES

ORDINARY MEETING OF TRUSTEES

Date: Wednesday, 22 November 2017
Time: 2.40pm
Place: Trust Office, Perry House, 360 Tristram Street, Hamilton

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

IN ATTENDANCE: Trust Manager, Grants Manager, Financial Administrator & Trust Secretary

LEAVE OF ABSENCE: Trustee Stephen

CONFLICT OF INTEREST DECLARATIONS: In addition to those declared in item T/17/12/4.4, Trustee Isaac declared her interest under item T/17/12/4.2 in as much as she is a Trustee of One Victoria Trust Board, and Trustee Rolton declared his interests under item T/17/12/4.2 in as much as he is the former Chair of Brain Injury Waikato Inc, previously Head Injury Society (Waikato) Inc, and provides professional support to Catholic Family Support Services

AGENDA ITEM

T/17/12/1.0 OTHER REPORTS

T/17/12/1.1 Russell Investments Quarterly Update & Papers (Ref: 25/38)

A report from the Trust Manager dated 16 November 2017 was circulated.

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

CARRIED

T/17/12/2.0 MANAGEMENT REPORTS

T/17/12/2.1 Resolution Schedule (Ref: 15/20/5)

The Resolution Schedule dated 9 November 2017 was circulated for noting.

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

CARRIED

T/17/12/2.2 Trustee Meeting and Workshop Attendance (Ref: 15/2)

A report from the Trust Secretary dated 9 November 2017 was circulated for noting.

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

CARRIED

T/17/12/2.3 Ongoing Projects Status Report (Ref: 15/20/5)

A report from the Grants Manager dated 16 November 2017 was circulated for noting.

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

CARRIED

T/17/12/2.4 Financial & Budget Report (Ref: 20/10)

A report from the Financial Administrator for the month of October 2017 was circulated.

The Financial Administrator confirmed that the dividend from the Company had been received on 15 November.

MOVED: (Ingle/Harding) That the financial and budget report to 31 October 2017 be adopted.

CARRIED

T/17/12/2.5 Energy Trusts of New Zealand (Ref: 5/30/15)

A report from the Trust Secretary for the month of November 2017 was circulated.

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

CARRIED

T/17/12/2.6 Industry & Trust Activity Updates

Trustee Hamill advised that he would circulate his industry update separately.

The Grants Manager reported briefly on the Expressions of Interest to the Vital Impact Housing grants fund. He also gave a brief update on Rauawaawa Kaumatua Charitable Trust's community loan application.

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

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

CARRIED

T/17/12/3.0 CONFIRMATION OF MINUTES

T/17/12/3.1 Minutes of Ordinary Meeting T/17/11 dated 25 October 2017

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

CARRIED

T/17/12/4.0 DISTRIBUTIONS

T/17/12/4.1 Waikato Environment Centre Trading as Go Eco (Kaivolution) – Exceptional Circumstances (Ref: 60/4/2017)

A report from the Grants Manager dated 15 November 2017 was circulated.

MOVED: (Hamill/Rolton) That the Trust supports an additional 2017 application (QR810) from the Waikato Environment Centre, trading as Go Eco, via a grant of \$5,000 as proposed by the Grants Committee, due to exceptional circumstances, being the unforeseen costs related to a change of premises.

CARRIED

T/17/12/4.2 September 2015 and September 2016 Community Support Multi-Year Grants – Approval for Subsequent Year Payments (Ref: 60/4/2017)

A report from the Grants Manager dated 8 November 2017 was circulated.

MOVED: (Harding/Williams) That the following organisations that submitted applications to either the September 2015 or September 2016 Community Support grants round and were subsequently approved to receive a multi-year grant be confirmed to receive the subsequent 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	Waikato Youth Empowerment Trust	\$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 Inc*	\$27,500
CS343	Brain Injury Waikato Inc*	\$17,500
CS351	True Colours Children's Health Trust	\$22,500
CS362	Orchestras Central Trust	\$37,500
CS375	Volunteering Waikato	\$15,000
CS383	McKenzie Centre Trust	\$20,000
CS399	Hamilton Methodist Social Services Trust	\$18,000

CARRIED

**(Trustees Isaac and Rolton did not take part in voting or discussion of these items)*

T/17/12/4.3 October 2017 Quick Response Grants Round (Ref: 604/4/2017)

A report from the Grants Manager dated 15 November 2017 was circulated.

MOVED: (Ingle/Williams) The report be received for information.

CARRIED

T/17/12/4.4 September 2017 Community Support Grants Round – Funding Allocation (Ref: 60/4/2017)

A report from the Grants Manager dated 15 November 2017 was circulated. A spreadsheet listing the 39 applications to be considered, 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 Ingle	–	Te Awa River Ride Charitable Trust
Trustee Hamill	–	Parent to Parent Waikato

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

The Chair explained the process for confirming the decisions, and Trustees considered the 39 applications on the ranked order list (highest to lowest ranking).

MOVED: (Ingle/Harding) extension to budget.

Ingle/Isaac That the following grants be confirmed:

Appl #	Organisation	Amount
CS584	Friendship House (Huntly) Community Charitable Trust	\$20,000
CS576	Te Awa River Ride Charitable Trust	\$30,000
	<i>(Trustee Ingle did not take part in voting or discussion of this item)</i>	
CS577	Tui Trust	\$10,000
CS579	Diversity Counselling New Zealand	\$12,500
CS597	Project Litefoot Trust	\$13,500
CS615	Ngaruawahia Community Care & Crisis Support Trust	\$12,000
CS598	Rape and Sexual Abuse Healing Centre	\$12,500
CS586	South East Kiriakiroa Community Association Inc	\$12,500
CS583	Hamilton South Community Centre Association Inc	\$10,000
CS594	Ngaruawahia Community Youth Holiday Programme	\$7,500

Appl #	Organisation	Amount
CS580	Te Kauwhata Health Awareness Society	\$12,500
CS608	Waikato Paraplegic and Physically Disabled Association	\$10,000
CS612	EVelocity	\$11,500
CS632	Waikato Regional Council	\$150,000
CS581	The House of Grace Trust	\$8,000
CS629	Te Akau Waingaro Community Complex Inc	\$15,000
CS630	Clarence Street Theatre Trust	\$25,000
CS617	Parent to Parent Waikato	\$12,000
	<i>(Trustee Hamill did not take part in voting or discussion of this item)</i>	
CS575	Arts for Health Community Trust	\$10,000
CS616	Hamilton City Council	\$45,000
CS589	Young Womens' Christian Association of Hamilton Inc	\$10,000
CS609	Life Education Trust Hamilton	\$8,000
CS585	A Rocha Aotearoa New Zealand	\$6,000
CS601	Pillars Inc	\$0
CS596	Positive Change Programmes Charitable Trust	\$0
CS631	The Dyslexia Association of Waikato	\$0
CS599	Spirit of Adventure Trust	\$0
CS600	Meremere Community Development Committee Inc	\$0
CS604	Hamilton Group Riding for the Disabled	\$0
CS578	Auckland District Kidney Society Inc	\$0
CS582	Citizens Advice Bureau Hamilton Inc	\$2,000
CS610	StarJam Charitable Trust	\$0
CS618	Hope Rising Farm Charitable Trust	\$5,000
CS592	Waikato Community Hospice Trust	\$0
CS611	Maungatautari Ecological Island Trust	\$0
CS634	Presbyterian Support Northern	\$0
CS607	The Scout Association of New Zealand	\$0
CS626	Kia Puawai Limited	\$0
CS613	St Paul's Foundation Limited	\$0

CARRIED

The total grants funding for the September 2017 Community Support round was allocated at \$470,500 to 25 successful grant applications.

T/17/12/5.0 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/17/12/6.1	Community Loan Application	Definitions 1 & 2 above
T/17/12/7.1	WEL Networks Distribution Policy	Definitions 1 & 2 above
T/17/12/8.1	Trust Manager's Report	Definitions 1 & 2 above
T/17/12/8.2	Risk Management Report	Definitions 1 & 2 above
T/17/12/8.3	Resolution Schedule	Definitions 1 & 2 above
T/17/12/9.1	Confirmation of Minutes	Definitions 1 & 2 above

The meeting concluded at 3.55pm.

Confirmed at T/17/13 on 13 December 2017 as a true and correct record.

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CHAIR