



T/18/04

MINUTES

ORDINARY MEETING OF TRUSTEES

Date: Wednesday, 23 May 2018
Time: 2.31pm
Place: Trust Office, Perry House, 360 Tristram Street, Hamilton

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

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

CONFLICT OF INTEREST DECLARATIONS: In addition to those declared in Item T/18/04/1.1, Trustee Ingle declared his interest under Item T/18/04/1.4 in as much as he is a Board member for Enterprise Angels and Trustee Stephen declared his interest under Item T/18/04/1.4 in as much as he is on an Investment Advisory Committee for Enterprise Angels

AGENDA ITEM

T/18/04/1.1 DISTRIBUTIONS

March 2018 Community Support Grants Round – Funding Allocation (Ref: 60/4/18)

A report from the Grants Manager dated 17 May 2018 was circulated. A spreadsheet listing the 30 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 Hamill – Perry Outdoor Education Trust
- Trustee Rolton – Society of Saint Vincent de Paul – Hamilton
- Neurogenesis Trust
- Trustee Williams – Waikato Basketball Council Incorporated

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

The Chair explained the process for confirming the decisions, and Trustees considered the 30 applications on the ranked order list (highest to lowest ranking).

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

Appl #	Organisation	Amount
CS668	Society of St Vincent de Paul - Hamilton <i>(Trustee Rolton did not take part in voting or discussion of this item)</i>	\$25,000
CS674	Te Puna Oranga	\$100,000
CS653	Families Autism Support Trust	\$17,500
CS656	Pillars Incorporated – Ka Pou Whakahou	\$5,000
CS660	Institute for Child Protection Studies	\$25,000
CS667	Community & Enterprise Leadership Foundation	\$25,000
CS641	Neurogenesis Trust <i>(Trustee Rolton did not take part in voting or discussion of this item)</i>	\$10,000
CS636	City Hope Charities Trust	\$17,500
CS654	Community Law Waikato	\$17,500
CS655	Twin Rivers Community Arts Centre Inc	\$17,500
CS659	Perry Outdoor Education Trust <i>(Trustee Hamill did not take part in voting or discussion of this item)</i>	\$18,000
CS665	Swim Waikato Inc	\$12,500
CS647	Waikato Basketball Council Inc <i>(Trustee Williams did not take part in voting or discussion of this item)</i>	\$15,000
CS652	Squash Waikato Inc	\$12,500
CS670	Te Kauwhata & Districts Information & Support Centre	\$20,000
CS657	Grandview Community Garden Trust	\$5,000
CS669	Ngaruawahia RSA Memorial Club Inc	\$10,000
CS664	Fairfield Swim Club	\$12,500
CS679	Endometriosis Waikato	\$12,000
CS673	Glen Massey School	\$10,000
CS676	Taupiri Rugby Football Club Inc	\$5,000
CS635	Community Link Trust	\$5,000
CS661	Waikato Community Hospice Trust	\$0
CS672	Waikato Institute of Technology	\$10,000
CS663	Kia Puawai Ltd	\$0
CS658	Hamilton Group Riding for the Disabled	\$0
CS644	Royal New Zealand Foundation of the Blind	\$0
CS645	Mates Trust New Zealand	\$0
CS671	Ngaruawahia High School	\$0
CS640	The Girl Guides Association NZ Inc	\$0
		CARRIED

The total grants funding for the March 2018 Community Support round was allocated at \$407,500 to 23 successful grant applications.

T/18/04/1.2 April 2018 Quick Response Grants Round (Ref: 60/4/2018)

A report from the Grants Manager dated 16 May 2018 was circulated.

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

CARRIED

T/18/04/1.3 March 2016 Community Support Multi-Year Grant (Waikato Environment Centre) – Approval for Three Year Payment (Ref: 60/4/2018)

A report from the Grants Manager dated 15 May 2018 was circulated.

MOVED: (Isaac/Harding) That the Waikato Environment Centre, having submitted an application to the March 2016 Community Support grants round and subsequently approved to receive a multi-year grant, be confirmed to receive the third-year instalment of \$25,000.

CARRIED

T/18/04/1.4 Convening and Organisational Development Fund – Enterprise Angels (Ref: 60/65)

A report from the Grants Manager dated 17 May 2018 was circulated.

The Deputy Chair presided for this part of the meeting and explained that the Grants Committee for the April 2018 Quick Response round had also considered an application to the Convening and Organisational Development Fund from Enterprise Angels, who will be providing capacity building assistance to organisations who will potentially be approaching the Trust with Impact Investment opportunities.

MOVED: (Harding/Rolton) That the Trust receives the report and notes the \$30,000 grant to Enterprise Angels from the Convening and Organisational Development Fund towards the establishment of a Waikato Bay of Plenty Collaborative Impact Investment Fund.

CARRIED

Trustees Ingle and Stephen did not participate in voting of this item

The Chair presided for the remainder of the meeting.

T/18/04/1.5 Business and Economic Development Fund – Request for Funding for Waikato Economic Summit (Ref: 60/55)

A report from the Grants Manager dated 17 May 2018 was circulated.

The Trust Manager identified the Economic Development opportunities and benefits that could be generated from the Waikato Economic Summit, including raising awareness about the Smart City initiative and the Te Awa Lakes Housing Development.

MOVED: (Hamill/Isaac) That the Trust approves the out-of-round application received from the Waikato Regional Council on behalf of Waikato Means Business and the Waikato Regional Economic Development Agency for \$100,000 from the Business and Economic Development Fund towards the August 2018 Waikato Economic Summit.

CARRIED

T/18/04/2.0 OTHER REPORTS

T/18/04/2.1 Rotation of Trustees and Terms of Office (Ref: 10/1)

A report from the Trust Manager dated 8 May 2018 was circulated.

In the interests of best practice, there was discussion around the potential advantages, risks and consequences of limiting the terms of office for Trustees, and around the prospective creation and content of a Trust Diversity Policy for the Board.

It was agreed that the Trustees would need further time to reflect on this matter.

MOVED: (Ingle/Isaac) That the report be re-presented for decision at the July Trust meeting with any relevant updates, particularly with regard to the possibility of combining elected and appointed Trustees.

CARRIED

T/18/04/2.2 Annual Report/Annual General Meeting of the Company (Ref: 45/30)

A report from the Trust Secretary dated 14 May 2018 was circulated.

MOVED: (Hamill/Rolton) That:

1. The Trust's proxy be given to the Chair, or Trustee Harding in the alternative, and that the apology received from the Deputy Chair be noted.
2. The Trust's proxy be voted as the Chair or Trustee Harding considers will be in the best interests of the Trust in respect of any other business coming before the AGM and going to a show of hands or formal vote.
3. The Trust accepts the timetable for receiving the Annual Report as requested by the Company.

CARRIED

T/18/04/3.0 MANAGEMENT REPORTS

T/18/04/3.1 Resolution Schedule (Ref: 15/20/5)

The Resolution Schedule dated 8 May 2018 was circulated for noting.

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

CARRIED

T/18/04/3.2 Trustee Meeting and Workshop Attendance (Ref: 15/2)

A report from the Trust Secretary dated 8 May 2018 was circulated for noting.

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

CARRIED

T/18/04/3.3 Ongoing Projects Status Report (Ref: 15/20/5)

A report from the Grants Manager dated 16 May 2018 was circulated for noting.

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

CARRIED

T/18/04/3.4 Financial & Budget Report (Ref: 20/10)

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

MOVED: (Stephen/Harding) That the financial and budget report to 30 April 2018 be adopted.

CARRIED

T/18/04/3.5 Energy Trusts of New Zealand (Ref: 5/30/15)

A report from the Trust Secretary for the month of May 2018 was circulated.

Trustee Harding reported briefly on the 100% consumer owned Trusts meeting held with the Commerce Commission after the ETNZ Conference on 11 May.

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

CARRIED

T/18/04/3.6 Industry & Trust Activity Updates

Trustee Hamill reported on recent industry items of interest through reports distributed separately.

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

The Grants Manager gave brief updates with regard to the following:

- Tourism Waikato
- Wise Charitable Trust and EECA
- Participatory funding initiative in Huntly
- Vital Impact Housing applicants

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

CARRIED

T/18/04/4.0 CONFIRMATION OF MINUTES

T/18/04/4.1 Minutes of Ordinary Meeting T/18/03 dated 24 April 2018

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

CARRIED

T/18/04/5.0 EXCLUSION OF PUBLIC

MOVED: (Ingle/Williams) 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/18/04/6.1	Community Loan – YWCA	Definitions 1 & 2 above
T/18/04/6.2	Community Loan – HGSFF	Definitions 1 & 2 above
T/18/04/7.1	Company Valuation	Definitions 1 & 2 above
T/18/04/7.2	Director Recruitment for 2018	Definitions 1 & 2 above
T/18/04/7.3	WEL Networks Quarterly Report	Definition 2 above
T/18/04/8.1	Trust Manager’s Report	Definitions 1 & 2 above
T/18/04/8.2	Risk Management Report	Definitions 1 & 2 above
T/18/04/8.3	Resolution Schedule	Definitions 1 & 2 above
T/18/04/9.1	Confirmation of Minutes	Definitions 1 & 2 above

The meeting concluded at 4.30pm.

Confirmed at T/18/05 on 27 June 2018 as a true and correct record.

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CHAIR