



T/18/05

## MINUTES

### ORDINARY MEETING OF TRUSTEES

**Date:** Wednesday, 27 June 2018  
**Time:** 2.30pm  
**Place:** Trust Office, Perry House, 360 Tristram Street, Hamilton

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

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

**LEAVE OF ABSENCE:** Trustee Isaac

**CONFLICT OF INTEREST DECLARATIONS:** Nil

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#### AGENDA ITEM

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##### T/18/05/1.0 ADDITIONAL AGENDA ITEM

In accordance with Standing Order 2.5.1, the Chair requested that an item be added to the agenda. The matter related to a presentation from the Trust Manager about goals for sustainable economic growth, which was completed after meeting papers were circulated.

**MOVED:** (Ingle/Williams) That the item 'Sustainable Development Goals' be added after Confirmation of Minutes.

**CARRIED**

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##### T/18/05/2.0 OTHER REPORTS

##### T/18/05/2.1 Russell Investments Quarterly Update (Ref: 25/38)

A report from the Trust Manager dated 19 June 2018 was circulated.

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

**CARRIED**

**T/18/05/2.2 Philanthropy NZ Great Grantmaking Workshop (Ref: 40/50)**

A report from the Grants Manager dated 20 June 2018 was circulated.

There was some discussion about recent policy changes at the Todd Foundation.

It was agreed that diversity in its different forms would be one of the key foci during the review of the Trust's Community Investment Strategy.

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

**CARRIED**

**T/18/05/2.3 Meeting Dates for AGM and Special Meeting (Ref: 35/15 & 35/10)**

Trustee Ingle pointed out that the OurPower launch would take place at the Trust AGM.

**MOVED:** (Rolton/Williams) That the following dates, times and venues be noted:

1. Tuesday 11 July 2018 – Special Meeting of the Trust to be held at 10.30am at the Trust office, Perry House, 360 Tristram Street, Hamilton.
2. Monday 30 July 2018 – Annual General Meeting of the Trust to be held at 10.00am in the River Room, ground floor of Norris Ward McKinnon House, corner of London and Victoria Streets, Hamilton.

**CARRIED**

**T/18/05/2.4 Appointment of Auditors (Ref: 20/15)**

A report from the Trust Manager dated 12 June 2018 was circulated.

**MOVED:** (Harding/Williams) That at the Annual General Meeting to be held in July 2018 it be proposed that PricewaterhouseCoopers (Hamilton office) be appointed as auditors of the Trust for the year ending 31 March 2019, and the Trust be authorised to fix the fees and expenses of the auditors for the year.

**CARRIED**

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**T/18/05/3.0 MANAGEMENT REPORTS**

**T/18/05/3.1 Resolution Schedule (Ref: 15/20/5)**

The Resolution Schedule dated 6 June 2018 was circulated for noting.

The Trust Manager and Grants Manager gave a brief update on potential participatory funding projects.

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

**CARRIED**

**T/18/05/3.2 Trustee Meeting and Workshop Attendance (Ref: 15/2)**

A report from the Trust Secretary dated 7 June 2018 was circulated for noting.

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

**CARRIED**

**T/18/05/3.3 Ongoing Projects Status Report (Ref: 15/20/5)**

A report from the Grants Manager dated 19 June 2018 was circulated for noting.

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

**CARRIED**

**T/18/05/3.4 Bi-Monthly Review of Performance Measures (Ref: 15/20/15)**

A report from the Trust Manager for the month of June 2018 is attached for noting.

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

**CARRIED**

**T/18/05/3.5 Financial & Budget Report (Ref: 20/10)**

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

**MOVED:** (Harding/Stephen) That the financial and budget report to 31 May 2018 be adopted.

**CARRIED**

**T/18/05/3.6 Energy Trusts of New Zealand (Ref: 5/30/15)**

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

**MOVED:** (Rolton/Harding) That:

1. The Trust Manager and one Trustee (either Trustee Harding, Isaac or Williams) attend the ETNZ Spring Conference to be held in Napier from 1 to 2 November.
2. The Trustee attending the Conference be given delegated authority to decide at the Conference any matters requiring a vote.
3. Decisions made at the Conference be determined on a simple majority vote of those in attendance and eligible to vote.

**CARRIED**

**T/18/05/3.7 Industry & Trust Activity Updates**

Trustee Hamill reported on recent industry items of interest through a verbal update and a report distributed separately. He also reported on a recent visit with Trustee Stephen to Xtreme Zero Waste.

Trustee Harding reported on community events recently attended.

Trustee Ingle reported briefly on a Transpower presentation recently attended.

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

- Rauawaawa Kaumātua Charitable Trust
- Friendship House Huntly (potential participatory funding project)
- June Quick Response and Community Support rounds
- Hamilton Gardens Summer Festival Foundation
- CELF Leadership Programme (participant nominations)

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

**CARRIED**

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**T/18/05/4.0 CONFIRMATION OF MINUTES**

**T/18/05/4.1 Minutes of Ordinary Meeting T/18/04 dated 23 May 2018**

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

**CARRIED**

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**T/18/05/5.0 ADDITIONAL AGENDA ITEM**

**T/18/05/5.1 Sustainable Development Goals (Ref: 5/30/39)**

The Trust Manager gave a presentation on Goals for Sustainable Economic Growth and outlined her initial thinking around working together with other funders to achieve and measure impact in the Waikato with regard to the United Nations' Sustainable Development Goals, which she would like to see highlighted at the upcoming Waikato Economic Summit.

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**T/18/05/6.0 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.

<b>Agenda Item</b>	<b>General subject matter to be considered</b>	<b>Grounds for passing this resolution</b>
T/18/05/8.1	Company Banking/Debt Arrangements and Appointment of Directors	Definitions 1 & 2 above
T/18/05/8.2	Company Strategic Direction Document	Definitions 1 & 2 above
T/18/05/8.3	Company Annual Report	Definition 2 above
T/18/05/9.1	OurPower Ownership & Structure Update	Definitions 1 & 2 above
T/18/05/10.1	Trust Manager's Report	Definitions 1 & 2 above
T/18/05/10.2	Risk Management Report	Definitions 1 & 2 above
T/18/05/10.3	Resolution Schedule	Definitions 1 & 2 above
T/18/05/11.1	Confirmation of Minutes	Definitions 1 & 2 above

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The meeting concluded at 3.30pm.

Confirmed at T/18/07 on 25 July 2018 as a true and correct record.

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CHAIR