



T/18/09

MINUTES

ORDINARY MEETING OF TRUSTEES

Date: Wednesday, 22 August 2018
Time: 2.30pm
Place: Trust Office, Perry House, 360 Tristram Street, Hamilton

PRESENT: Trustees Ingle (Chair), Isaac, Hamill (via Skype telecommunications device), Harding, Stephen & Williams

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

APOLOGY: Trustee Rolton & Trustee Stephen (for lateness)

CONFLICT OF INTEREST DECLARATIONS: Nil (other than those declared in item T/18/09/1.1)

KARAKIA TIMATANGA: Grants Manager

The Chair noted that Trustee Hamill was attending the meeting via Skype and reminded Trustees of the protocol around this under Rule 14.0 of the Trust Deed.

AGENDA ITEM

T/18/09/1.0 DISTRIBUTIONS

T/18/09/1.1 June 2018 Community Support Grants Round – Funding Allocation (Ref: 60/4/2018)

A report from the Grants Manager dated 16 August 2018 was circulated. A spreadsheet listing the 59 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 from the Trustee assessment process were noted:

- Trustee Rolton – Hamilton Combined Christian Foodbank Trust
- Hamilton Christian Nightshelter Trust

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

The Chair explained the process for confirming the decisions, and Trustees considered the 59 applications on the ranked order list (highest to lowest ranking).

Trustee Stephen joined the meeting at 2.40pm.

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

Appl #	Organisation	Amount
CS680	The Kukutaruhe Education Trust	\$20,000
CS683	Link House Trust	\$30,000
CS730	Hamilton Ethnic Women’s Centre Trust	\$25,000
CS733	Desert Spring Ministries Trust	\$10,000
CS752	Waikato Housing Hub Charitable Trust	\$40,000
CS708	The Refugee Orientation Centre Trust	\$25,000
CS726	Waikato Youth Empowerment Trust	\$30,000
CS693	Rostrevor House Inc	\$10,000
CS715	Smart Waikato Trust	\$20,000
CS687	Hamilton Combined Christian Foodbank Trust	\$15,000
CS746	Ngaruawahia Community House Inc	\$22,500
CS682	Melville Hall Society Inc	\$7,500
CS734	RAW 2014 Ltd	\$22,500
CS736	Netball Waikato Bay of Plenty Zone Inc	\$17,500
CS745	North Waikato Blue Light Ventures	\$6,000
CS696	Hamilton Budgeting Advisory Trust	\$7,000
CS717	Ngaruawahia High School	\$15,000
CS724	South East Kirikiriroa Community Association Inc	\$20,000
CS686	Hamilton & Waikato Tourism	\$25,000
CS703	Waikato Ethnic Family Services Trust	\$20,000
CS742	Hamilton Boys’ High School Trust Board	\$30,000
CS702	Hamilton Christian Nightshelter Trust	\$18,000
CS690	Waikato Rocks Trust	\$20,000
CS716	Ngaruawahia Community Youth Holiday Programme	\$7,500
CS749	Fairfield College	\$10,000
CS691	Raglan Surf Lifesaving Club Inc	\$15,000
CS697	A Rocha Aotearoa New Zealand	\$7,500
CS701	Waikato Family Centre Trust	\$20,000
CS714	Waikato Queer Youth Trust	\$6,500
CS725	Te Rongopai Community Trust	\$15,000
CS737	North Waikato Transport Trust	\$12,500
CS727	Waikato Society of Arts Inc	\$5,000
CS744	Community Development Trust	\$5,000
CS705	Autism New Zealand Inc	\$10,000
CS719	Hamilton Harriers Club Inc	\$8,000

Appl #	Organisation	Amount
CS718	The Order of St John Hamilton Area Committee	\$12,500
CS738	Hamilton Christmas Charitable Trust	\$17,500
CS688	Asthma & Respiratory Services Waikato Inc	\$10,000
CS689	Te Whanau Putahi Trust	\$10,000
CS722	Riverlea Theatre & Arts Centre Inc	\$22,500
CS747	Hamilton Fringe Trust	\$5,000
CS699	Epilepsy Waikato Charitable Trust	\$15,000
CS685	Waikato Badminton Association	\$5,000
CS698	Heart Kids Waikato	\$0
CS684	Hamilton Kerala Samajam Inc	\$0
CS723	Music Moves Me Trust	\$0
CS729	Waikato Hockey Charitable Trust	\$0
CS735	Neighbourhood Support Hamilton Inc	\$0
CS712	CanTeen Waikato	\$4,000
CS740	MS Waikato Trust	\$0
CS711	Parkinson's New Zealand	\$0
CS743	Kia Puawai Ltd	\$0
CS681	Peachgrove Intermediate School	\$0
CS709	NZ Council of Victim Support Groups Inc	\$0
CS732	Eastlink Tennis Trust	\$0
CS739	MATES Trust New Zealand	\$0
CS731	Career Moves Trust	\$0
CS751	Tamahere Model Country School	\$0
CS720	Ngaruawahia Golf Club Inc	\$0

CARRIED

The total grants funding for the June 2018 Community Support round was allocated at \$679,500 to 44 successful grant applications.

T/18/09/2.0 COMPANY MATTERS

T/18/09/2.1 Director Resignation/Appointment (Ref: 45/33)

Trustee Ingle gave a verbal report with regard to the resignation of Carolyn Luey from the WEL/UFF Board and the subsequent appointment of Candace Kinser.

MOVED: (Ingle/Williams) That the appointment of Candace Kinser to the WEL/UFF Board for an initial term to June 2021 be confirmed.

CARRIED

T/18/09/3.0 MANAGEMENT REPORTS

T/18/09/3.1 Resolution Schedule (Ref: 15/20/5)

The Resolution Schedule dated 7 August 2018 was circulated for noting.

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

CARRIED

T/18/09/3.2 Trustee Meeting and Workshop Attendance (Ref: 15/2)

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

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

CARRIED

T/18/09/3.3 Ongoing Projects Status Report (Ref: 15/20/5)

A report from the Grants Manager dated 13 August 2018 was circulated for noting.

The Grants Manager gave brief updates with regard to Xtreme Zero Waste's and Rauawaawa Kaumātua Charitable Trust's respective Community Loans pending.

Trustee Ingle suggested that a clause limiting the time between loan approval and initial loan drawdown be added to the Community Loans policy under the next review of the Trust's Governance Policies document.

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

CARRIED

T/18/09/3.4 Bi-Monthly Review of Performance Measures (Ref: 15/20/5)

A report from the Trust Manager for the month of August 2018 was circulated for noting.

The Trust Manager reported on her learnings from the Telco Mini MBA programme recently attended.

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

CARRIED

T/18/09/3.5 Financial & Budget Report (Ref: 20/10)

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

MOVED: (Stephen/Williams) That the financial and budget report to 31 July 2018 be adopted.

CARRIED

T/18/09/3.6 Energy Trusts of New Zealand (Ref: 5/30/15)

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

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

CARRIED

T/18/09/3.7 Industry & Trust Activity Updates

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

- Tui Trust/Moko Club
- EVelocity event
- Invitation from Maungatautari Ecological Island Trust
- Hamilton City Council allocation for social housing
- Sistema Waikato staffing
- August Quick Response and September Community Support rounds

Trustee Hamill reported on recent industry items of interest through a report circulated separately.

Trustee Harding reported on community events recently attended.

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

CARRIED

T/18/09/4.0 CONFIRMATION OF MINUTES

T/18/09/4.1 Minutes of Ordinary Meeting T/18/07 dated 25 July 2018

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

CARRIED

T/18/09/4.2 Minutes of Annual General Meeting T/18/08 dated 30 July 2018

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

CARRIED

T/18/09/5.0 EXCLUSION OF PUBLIC

MOVED: (Ingle/Isaac) 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/18/09/6.1	OurPower Ownership & Structure Update	Definitions 1 & 2 above
T/18/09/6.2	Vital Impact Grant (Housing)	Definitions 1 & 2 above
T/18/09/7.1	WEL Networks Quarterly Report	Definition 2 above
T/18/09/8.1	Trust Manager's Report	Definitions 1 & 2 above
T/18/09/8.2	Risk Management Report	Definitions 1 & 2 above
T/18/09/8.3	Resolution Schedule	Definitions 1 & 2 above
T/18/09/9.1	Confirmation of Minutes	Definitions 1 & 2 above

The meeting concluded at 3.40pm.

Confirmed at T/18/10 on 26 September 2018 as a true and correct record.

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CHAIR