



T/23/09

MINUTES

ORDINARY MEETING OF TRUSTEES

Date: Tuesday, 22 August 2023
Time: 2.32pm
Place: Trust Office, Perry House, 360 Tristram Street, Hamilton

PRESENT: Trustees Afeaki (Chair), Chew, Harvey (via Microsoft Teams), Johnston, Silverton, Strange & West

IN ATTENDANCE: Chief Executive Officer, Grants Manager, Finance & Grants Administrator, & Trust Administrator

CONFLICT OF INTEREST DECLARATIONS: Nil (other than those declared in Item T/23/09/1.1)

KARAKIA TIMATANGA: All

AGENDA ITEM

T/23/09/1.0 DISTRIBUTIONS/IMPACT

T/23/09/1.1 June 2023 Community Support Grants Round (Ref: 60/15)

A report from the Grants Manager dated 17 August 2023 was circulated. A spreadsheet including Trustee notes was circulated separately, listing the 25 applications to be considered against their strength of alignment with the 2022-25 Community Investment Strategy.

Disclosure of Interests

Trustees adhere to the following Trust policy:

Governance Process Policies – Conflicts of Interest (point 7)

“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 Conflicts of Interest were noted from the Trustee assessment process, and/or declared during discussion:

- Trustee Afeaki – **Smart Waikato Trust** in that she is the Chair of Waikato Pacific Business Network, which provides sponsorship for the organisation’s Young Enterprise Scheme (perceived conflict only)
- Trustee Chew – **Hamilton City Council** in that he is a Director of Houston Technology Ltd, and as such has a pecuniary interest due to company revenue received from the organisation (declared retrospectively)
- **Smart Waikato Trust** in that he provides mentoring support for a number of participants in the organisation’s employment programme (perceived conflict only)
- **Te Kohao Health Ltd** in that he is a Director of Houston Technology Ltd, and as such has a pecuniary interest due to company revenue received from the organisation
- Trustee Harvey – **Hamilton Multicultural Services Trust** in that she is an immediate past Chair, and as such has been involved with work undertaken that is relevant to the organisation’s application (perceived conflict only)
- **Waikato Seeds for Change Charitable Trust** in that she was on the inaugural Board of Seed Waikato and assisted the founders with the initial formation of the organisation (perceived conflict only)
- **Waikato Regional Property Trust** in that she is an employee of Feisst Group Ltd, which has been contracted to the organisation to provide electrical, data cabling and security systems
- **Smart Waikato Trust** in that she has an association with Chartered Accountants Australia & New Zealand, which is a sponsor of the organisation’s Young Enterprise Scheme, and sits on the judging panel from time to time (perceived conflict only)
- Trustee Strange – **Waikato Regional Property Trust** in that, as a Member of Parliament, he advocated for the organisation to receive Government funding via the Provincial Growth Fund (perceived conflict only)

The Grants Manager explained his rationale for the total amount recommended in relation to the budget allocation available.

For the benefit of the new Trustees, the Grants Manager summarised the grant approval process for the meeting.

Trustee Chew enquired as to the likelihood of increasing the grants budget and the Grants Manager relayed that there would be sufficient funding in the overall Distributions budget to cover the June and September Community Support rounds, emphasising that each application is assessed on its merit while keeping in mind budget constraints.

The Chair welcomed the community member in attendance.



There was a brief discussion with regard to Trustee Conflicts of Interest, perceived and otherwise, and how they are treated within the context of funding decision-making.

Trustees considered the 25 eligible applications, testing alignment with Trust strategy and discussing various recommended allocations during the decision process, with the Grants Manager making some clarifications as required on the assessments, and Trustees providing explanation with regard to their variances, offering additional information when they felt inclined to do so.

There was a seven-minute recess at 4.43pm.

MOVED: (Afeaki/Johnston) That the following grants be confirmed:

Appl #	Organisation	Amount
CS1323	Hamilton Multicultural Services Trust	\$120,000
CS1325	Te Rūnanga o Kirikiriroa Charitable Trust	\$60,000
CS1326	Balloons over Waikato Trust	\$95,000
CS1328	Te Whare o Te Ata Fairfield/Chartwell Community Centre Trust	\$35,000
CS1329	The Community Waikato Trust	\$60,000
CS1330	Hamilton Gardens Summer Festival Foundation	\$100,000
CS1331	Te Whare Toi O Ngaaruawaahia Inc	\$45,000
CS1332	The Refugee Orientation Centre Trust	\$32,500
CS1333	Hamilton Combined Christian Foodbank Trust	\$35,000
CS1334	Xtreme Zero Waste Ltd	\$20,000
CS1336	Te Kauwhata Health Awareness Society Inc	\$30,000
CS1337	Te Tamawai Trust	\$45,000
CS1338	Riverlea Theatre and Arts Centre Inc	\$35,000
CS1339	Te Rongopai Community Trust	\$40,000
CS1341	Waikato Seeds for Change Charitable Trust <i>(Trustee Harvey did not take part in voting of this item)</i>	\$27,500
CS1343	Waikato Regional Property Trust <i>(Trustees Harvey and Strange did not take part in voting of this item)</i>	\$250,000
CS1344	Waitetuna School	\$25,000
CS1345	Hamilton City Council*	\$200,000
CS1346	Live Better K-Centre (Cultural Centre Trust)	\$12,500
CS1347	Glen Afton and Pukemiro Districts Community Hub Inc	\$32,500
CS1351	Smart Waikato Trust <i>(Trustees Afeaki, Chew and Harvey did not take part in voting of this item)</i>	\$35,000
CS1353	Raglan Community House Charitable Trust	\$35,000
CS1355	Al Rasool Foundation of Waikato	\$10,000
CS1358	Hope Rising Farm Charitable Trust	\$33,000
CS1359	Te Kohao Health Ltd <i>(Trustee Chew did not take part in voting of this item)</i>	\$0
CARRIED		

* It was noted that this grant would be conditional/held until the project has been approved and is ready to proceed.

The total grants funding for the June 2023 Community Support round was allocated at \$1,413,000 to 24 successful grant applications.

T/23/09/1.2 Grants Committee Meeting Held 2 August 2023 – Roving Resolution (Ref: 60/10)

A report from the Grants Manager dated 3 August 2023 was re-circulated.

MOVED: (Afeaki/West) That the following Roving Resolution circulated 3 August 2023 and subsequently approved by Trustees be ratified:

THAT the Trust resolves to approve the following grants:

Appl #	Organisation	Amount
QR2467	The Order of St John Central Region Trust Board	\$10,000
QR2468	Heart Kids Waikato	\$4,000
QR2470	Ngāruawāhia Squash Racquets Club Inc	\$15,000
QR2471	Presbyterian Support (Northern)	\$15,000
QR2472	Neurogenesis Trust	\$3,000
QR2475	Waikato Arab Social Club	\$7,000
QR2476	Turn and Gymnastic Circle Inc	\$10,000
QR2480	The Cake Detective Charitable Trust	\$3,000
QR2481	Narrows Park Ministry Trust	\$6,000
QR2482	Waikato Table Tennis Association Inc	\$17,500
QR2483	Phoenix House Charitable Trust	\$3,238
QR2484	EVLOCITY Charitable Trust	\$10,000
QR2486	Te Puna O Te Aroha Puna Reo	\$19,600
QR2487	Waikato Rowing Club Inc	\$4,800
QR2490	Waikato Role Playing Guild Inc	\$750
QR2491	Hamilton Blues Society New Zealand Inc	\$4,000
QR2492	Waikato Family Centre Trust	\$10,000
QR2493	Taniwharau Rugby League Sports and Cultural Club Inc	\$17,000
QR2495	Hamilton Christmas Charitable Trust	\$12,500
QR2496	Aotearoa Latin American Community Inc	\$10,000
QR2497	Re-Creators Charitable Trust	\$10,000
QR2498	Riff Raff Public Art Trust	\$4,500
QR2499	Loving Arms Charitable Trust	\$10,000
QR2501	Hamilton New Life Community Trust	\$3,500
QR2502	Puketaha School	\$3,000
QR2503	Kids in Need Waikato	\$15,000
QR2504	Waipuna Valley Cricket Club Inc	\$5,520
QR2506	The Hamilton Competitions Society Inc	\$6,000
QR2509	Recreate NZ	\$5,000
QR2510	Raglan Football Club Inc	\$6,000
QR2511	Te Po ki te Ao Marama Tihei Mauriora	\$6,000
QR2512	Raglan Māori Wardens	\$6,000
QR2515	Raglan Surf Life Saving Club Inc	\$20,000
QR2516	Waikato Punjabi Badminton Club Inc	\$1,500
QR2518	Ngāruawāhia Community Youth Holiday Programme	\$12,500
QR2520	Waikato Uicol Association Football Club Inc	\$6,000
QR2522	Ngāruawāhia Rugby League Club Inc	\$19,563
QR2523	Complex Chronic Illness Support Inc	\$3,000
QR2524	Matawhaanui Trust	\$10,000
QR2526	Kimihia Lakes Community Charitable Trust	\$20,000
QR2529	Hamilton Bengali Association Inc	\$3,000
QR2532	Dinsdale Playcentre	\$4,000

Appl #	Organisation	Amount
COD55	McKenzie Centre Trust	\$25,000
COD56	Waikato Environment Centre	\$15,000
		\$402,471

AND the Trust also resolves to decline the following grants:

Appl #	Organisation	
QR2469	Hamilton Harriers Club inc	
QR2479	Diabetes New Zealand	
QR2489	Waikato Rivertones Inc	
QR2500	English Language Partners New Zealand Trust	
QR2505	True Colours Children's Health Trust	
QR2513	Waikato Dance Performance Trust	
QR2521	Trees for Survival Charitable Trust	
QR2525	Waikato Samoan Association Charitable Trust	
QR2530	St Marks Anglican Church Nawton	
QR2531	Impact Hub Trust Waikato	
QR2533	Nepal New Zealand Waikato Friendship Society Inc	
QR2534	WINTEC Ecumenical Chaplaincy Provider Trust	
		CARRIED

T/23/09/2.0 OTHER REPORTS

T/23/09/2.1 Waikato Wellbeing Project – Overview (Ref: 26/7)

A report from the Chief Executive Officer (CEO) dated 8 August 2023 was circulated.

The CEO gave some background relating to the Trust's commitment to the Waikato Wellbeing Project (WWP).

Trustee Strange enquired as to the WWP's intentions beyond 2025. The CEO replied that a reasonable level of momentum had been demonstrated at the most recent Stakeholder meeting, and that once the Trust's financial support declined, as per the original Agreement, other sources of funding would need to be obtained in order for the WWP to continue and grow.

Trustee Afeaki expressed a wish to see some output data in relation to the organisations connected to the WWP that are delivering wellbeing initiatives in the region, as well as WWP's strategic intentions with regard to long-term sustainability.

It was established that the Executive Director of the WWP would give a presentation at an upcoming Trust meeting.

MOVED: (Afeaki/Strange) That the report be received for information.

CARRIED

T/23/09/2.2 Anti-Money Laundering/Countering Financing of Terrorism Risk Assessment and Compliance Programme Review (Ref: 25/37)

A report from the CEO dated 11 August 2023 was circulated.

The CEO explained that, due to the Trust's community lending programme, it needs to comply with Anti-Money Laundering/Countering Financing of Terrorism legislation. He conveyed that, as per his report, he did not perceive the Trust to be in breach of the legislation.

The CEO also communicated that he would be investigating the possibility of transferring the Trust's remaining loans to an ASB community lending programme.

MOVED: (Afeaki/Johnston) That the report be received for information.

CARRIED

T/23/09/3.0 MANAGEMENT REPORTS

T/23/09/3.1 Resolution Schedule (Ref: 15/20/5)

The Resolution Schedule dated 4 August 2023 was circulated for noting.

MOVED: (Afeaki/West) That the Resolution Schedule be noted.

CARRIED

T/23/09/3.2 Trustee Meeting, Workshop and Event Attendance (Ref: 15/2)

A report from the Trust Administrator dated 4 August 2023 was circulated for noting.

Trustees West and Harvey reported on community events recently attended.

MOVED: (Afeaki/West) That the Trustee Meeting and Workshop Attendance report be noted.

CARRIED

T/23/09/3.3 Ongoing Status Report (Ref: 15/20/5)

A report from the Grants Manager dated 4 August 2023 was circulated for noting.

The Trust Administrator gave an update on an overdue accountability that had recently been submitted.

MOVED: (Afeaki/Strange) That the Ongoing Status report be noted.

CARRIED

T/23/09/3.4 Financial & Budget Report (Ref: 20/10)

A report from the Finance & Grants Administrator for the month of July 2023 was circulated.

Trustee Chew enquired as to a small discrepancy in the Equity table, which would be addressed before the next report.

MOVED: (Afeaki/Chew) That the financial and budget report to 31 July 2023 be adopted.

CARRIED

T/23/09/3.5 Energy Trusts of New Zealand (Ref: 5/30/15)

A report from the Trust Administrator for the month of August 2023 was circulated, and It was clarified that the upcoming ETNZ Spring Conference would be held in Invercargill, not Wellington as per the recommendation in the report.

There was a brief discussion with regard to Trustee availability to attend the Conference.

MOVED: (Afeaki/West) That:

1. Trustee Afeaki and the Chief Executive Officer attend the ETNZ Spring Conference in Invercargill on 9 and 10 November 2023.
2. Trustees 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/23/09/3.6 Industry & Trust Activity Verbal Updates

There was a brief discussion with regard to Trustee availability for the Grants Committee meetings for the remainder of the financial year.

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

- August 2023 Quick Response grants round
- Affordable Energy for All Support Programme grants round
- Community Research/Analysis project commissioned by the Trust

MOVED: (Afeaki/Silverton) That the verbal updates be received.

CARRIED

T/23/09/3.7 Confirmation of Minutes (Ref: 15/20/10)

T/23/09/3.7.1 The Minutes of Ordinary Meeting T/23/07 dated 25 July 2023 were circulated.

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

CARRIED

T/23/09/3.7.2 The Minutes of Annual General Meeting T/23/08 dated 31 July 2023 were circulated.

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

CARRIED

T/23/09/4.0 EXCLUSION OF PUBLIC

MOVED: (Afeaki/West) 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:

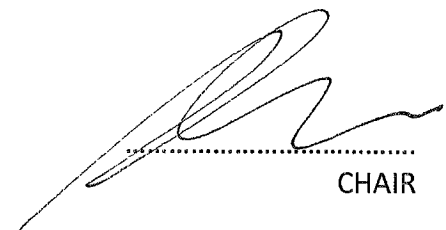
1. To enable the Trust to carry out, without prejudice or disadvantage, negotiations (including commercial or industrial negotiations).
2. To protect information where the making available of the information would be likely unreasonable to prejudice the commercial position of the person/organisation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

CARRIED

Agenda Item	General subject matter to be considered	Grounds for passing this resolution
T/23/09/5.1	Review of Investment in WEL Networks	Definitions 1 & 2 above
T/23/09/5.2	2024/25 Letter of Expectation	Definitions 1 & 2 above
T/23/09/6.1	Trust SIPO Review Process	Definitions 1 & 2 above
T/23/09/6.2	Makao Investments Quarterly Report	Definitions 1 & 2 above
T/23/09/7.1	Resolution Schedule	Definitions 1 & 2 above
T/23/09/7.2	Risk Management Report	Definitions 1 & 2 above
T/23/09/7.3	Confirmation of Minutes	Definitions 1 & 2 above

The meeting closed at 5.20pm.

Confirmed at T/23/10 on 26 September 2023 as a true and correct record.


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CHAIR

