

MINUTES

ORDINARY MEETING OF TRUSTEES

Date: Tuesday, 12 December 2023
Time: 2.31pm
Place: Trust Office, Perry House, 360 Tristram Street, Hamilton

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

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

APOLOGY: Trustee Harvey

CONFLICT OF INTEREST DECLARATIONS: Nil (other than those declared in Item 23/13/1.2)

KARAKIA TIMATANGA: All

AGENDA ITEM

Trustee Afeaki welcomed the community representatives in attendance.

T/23/13/1.0 DISTRIBUTIONS/IMPACT

T/23/13/1.1 2023/24 Vital Impact Fund (Ref: 60/30)

A report from the Grants Manager dated 5 December 2023 was circulated. An Appendix to the report was circulated separately.

The Grants Manager gave some background on the work to-date with regard to the Vital Impact (VI) 2023/24 allocation, highlighting the recent workshop and research commissioned by the Trust, and outlining the options presented in the report. He indicated his strong preference for Option 1 in the report, which is to continue the current process and support the most disadvantaged through a Housing focus, which aligns with Trust Strategy, and takes into consideration feedback from the community and those working in the social housing space.

The Chief Executive Officer (CEO) explained the rationale behind the second option in the report, which adds the current budget to the amount proposed for the next Financial Year, allowing for the exploration of collaborative opportunities with the Company and Capital Beneficiaries, and an extended timeframe in which to utilise the Fund.

Trustee West pointed out that identified projects could potentially be funded from both the current and subsequent Financial Year separately, thus providing a chance to see some results from the first year's funding.

Trustee Silverton shared his preference, given the direction offered by the research and the high need in the community, to continue with the current process, aiming for as broad an impact as possible with the projects selected.

It was clarified that the Distributions budget being considered at this stage was as per the draft Annual Plan presented to the November Trust meeting.

Trustee Chew expressed his preference to utilise the 2023-24 VI budget in the current year, unless increased funds and a wider impact could be realised.

The Grants Manager raised his concern about shifting to a different focus, and he re-emphasised the growing demand on social services.

The CEO restated that there were two distinct options on the table, and the main reason for this was to drive a timely decision.

Trustee Johnston relayed that her preference was to distribute the VI Fund sooner rather than later, and that she would welcome any external guidance to ensure it is well-spent.

Trustee Strange agreed with the view that the Fund should be spent in the current Financial Year.

Trustee Afeaki raised the prospect of working closely with the Company via Option 2, which the Company had showed support for. She gave assurance that the suggested focus would not be forgotten.

Trustees voted by majority for Option 1 as the preferred recommendation.

MOVED: (Afeaki/Silverton) That Trust management implement Option 1: Proposed Process for the Current Round, as outlined under the following headings in the report (and associated Appendix):

- Continued Support of Housing Networks/Infrastructure
- Community Connectedness and Cohesion (Housing-Related)
- Major Capital Projects

CARRIED

T/23/13/1.2 Grants Committee Meeting Held 5 December 2023 (Ref: 60/10)

A report from the Grants Manager dated 6 December 2023 was circulated. This included a list of recommendations on the October 2023 Quick Response round applications, as well as five Convening and Organisational Development (COD) grant applications.

Disclosure of Interests

Trustees adhere 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 Declaration of Interest was noted:

- | | | |
|------------------|---|---|
| Trustee Afeaki | – | Waikato Pacific Business Network in that she is the Chair for this organisation |
| Trustee Chew | – | Parentline Charitable Trust 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 Johnston | – | Vardon School in that her daughter is a teacher at the school (perceived conflict only) |
| Trustee Strange | – | Hamilton Boys’ High School in that he is a member of the Board of Trustees |

The Grants Manager offered some explanation with regard to the relatively high number of declines in the October 2023 Quick Response grants round.

Trustee Afeaki thanked the Grants Committee for their time on the assessments.

MOVED: (Afeaki/Johnston) That the following Quick Response and Convening and Organisational Development grants be approved:

Appl #	Organisation	Amount
QR2606	Hamilton Chinese Golden Age Society Inc	\$2,000
QR2609	Waikato Somali Society Inc	\$3,500
QR2610	Raglan Community Arts Council Inc	\$7,500
QR2611	Waikato Dragonboating and Waka Ama Association Inc	\$11,896
QR2612	The Hearing Association Hamilton and Districts Branch Inc	\$3,000
QR2615	Bowel Cancer Aotearoa Charitable Trust	\$4,500
QR2618	Vardon School	\$6,000
QR2620	Epilepsy Waikato Charitable Trust	\$12,000
QR2621	Turangawaewae Waka Sports Ltd	\$12,000
QR2625	Community Law Waikato Trust	\$11,296
QR2626	Youth Search and Rescue Trust	\$8,500
QR2628	Beerescourt Bowling Club Inc	\$4,000
QR2629	Ruakura Campus Clubs Inc	\$5,000
QR2630	A Rocha Aotearoa New Zealand	\$10,000
QR2633	Waikato Institute for Leisure and Sport Studies Trust Board	\$8,500
QR2635	Bowls Waikato Inc	\$2,000
QR2636	Young Women's Christian Association of Hamilton Inc	\$17,500
QR2637	Tainui Waka Tourism Inc	\$15,000
QR2639	Meremere Community Development Committee Inc	\$6,000

Appl #	Organisation	Amount
QR2640	Hamilton Citizens Band Inc	\$5,000
QR2644	Huntly Bridge Club Inc	\$5,000
QR2646	Yasmina Community Trust	\$6,000
QR2647	Link House Birthright Waikato Trust	\$20,000
QR2650	Kaitiakitanga Charitable Trust	\$12,000
QR2654	Trees for Survival Trust	\$2,500
QR2655	The StarJam Charitable Trust	\$7,500
QR2656	Hamilton Christian Nightshelter Trust	\$20,000
QR2658	Prison Care Ministries Trust	\$16,000
QR2659	Volunteering Waikato – Te Ohu Tuuao o Waikato	\$20,000
QR2664	True Colours Children's Health Trust	\$5,000
QR2667	Road Safety Education Ltd	\$8,000
QR2669	Tangata Tiriti – Treaty People Inc	\$7,000
QR2673	No 3 District Federation of New Zealand Soccer Inc	\$4,000
QR2678	Arum Aikido Club	\$2,000
QR2679	Waikato Pacific Business Network Inc	\$10,000
QR2680	Youthtown Inc	\$6,000
QR2682	Crunch Arts Trust	\$10,000
		\$316,912
COD58	Hamilton Christian Nightshelter Trust	\$20,000
COD59	North Beatbox Inc	\$10,000
COD60	Hamilton Multicultural Services Trust	\$30,000
COD61	Creative Waikato Trust	\$10,000
COD62	Young Women's Christian Association of Hamilton Inc	\$12,500
		\$82,500

And that the following applications be declined:

QR2624	The Boys' Brigade in New Zealand Inc
QR2627	Supporting Families in Mental Illness NZ (SFNZ) Ltd
QR2631	Dance Therapy NZ
QR2632	NZ Federation of Young Farmers Clubs Inc
QR2641	Hamilton Film Society Inc
QR2642	Spiralz Rhythmics of Hamilton Inc
QR2643	Hamilton Golf Club Inc
QR2648	Waikato/Bay of Plenty Division Cancer Society of NZ Inc
QR2651	Garden to Table Trust
QR2652	Enrich + Trust
QR2653	The Springboard Trust
QR2657	Parentline Charitable Trust
QR2665	Indian Ink Trust
QR2671	Every Body is a Treasure
QR2675	Hamilton Boys' High School Board of Trustees
QR2681	The Hamilton Squash and Tennis Club Inc

CARRIED

The total grants funding for the October 2023 Quick Response round was allocated at \$316,912 to 37 successful grant applications. Five COD grants were also allocated, totalling \$82,500.

T/23/13/2.0 MANAGEMENT REPORTS

T/23/13/2.1 Resolution Schedule (Ref: 15/20/5)

The Resolution Schedule dated 7 December 2023 was circulated for noting.

The Trust Administrator noted the error in the original Resolution Schedule circulated which related to the Draft Annual Plan status, noting that the preliminary draft had not yet been sent to the Trust's Capital Beneficiaries.

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

CARRIED

T/23/13/2.2 Trustee Meeting, Workshop and Event Attendance (Ref: 15/2)

A report from the Trust Administrator dated 7 December 2023 was circulated for noting.

Trustees Afeaki and Chew reported on community events recently attended.

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

CARRIED

Trustee Strange left the meeting at 3.05pm.

The Grants Manager advised of two upcoming community events for the Trustees to consider attending.

The Trust Administrator initiated discussion with regard to the dawn breakfast traditionally hosted by the Trust as part of the Balloons over Waikato Festival, and it was agreed that a similar format to the previous few years would be maintained.

T/23/13/2.3 Ongoing Status Report (Ref: 15/20/5)

A report from the Grants Manager dated 6 December 2023 was circulated for noting.

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

CARRIED

T/23/13/2.4 Fiduciary Report (Ref: 20/10)

A fiduciary report from the Chief Executive Officer for the month of December 2023 was circulated.

The CEO gave a brief update with regard to the Additional Director Recruitment, and the Review of Investment in the Company process.

MOVED: (Afeaki/Chew) That the fiduciary report for December 2023 be noted.

CARRIED



T/23/13/2.5 Energy Trusts of New Zealand (Ref: 5/30/15)

A report from the Trust Administrator for the month of December 2023 was circulated.

The CEO gave an update with regard to his investigation into hosting the 2024 ETNZ Spring Conference. He advised that the Company was supportive of this initiative, and that his next step was to look into the resources that would be required from the Trust.

It was agreed that Trustees would check their availability for the Autumn Conference in May 2024, and report back to the February 2024 Trust meeting.

MOVED: (Afeaki/West) That the ETNZ report be noted.

CARRIED

T/23/13/2.6 Industry & Trust Activity Verbal Updates

The Grants Manager and Trustee Afeaki gave a brief update with regard to the Community Enterprise Leadership Foundation Elevate Programme, and it was advised that the Trust-sponsored Company and community participants for the 2024 intake had been nominated.

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

CARRIED

T/23/13/2.7 Confirmation of Minutes (Ref: 15/20/10)

The Minutes of Ordinary Meeting T/23/12 dated 28 November 2023 were circulated.

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

CARRIED

T/23/13/3.0 EXCLUSION OF PUBLIC

MOVED: (Afeaki/Silverton) 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:

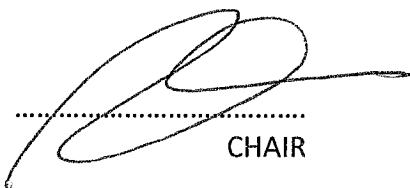
- 1. To enable the Trust to carry out, without prejudice or disadvantage, negotiations (including commercial or industrial negotiations).
- 2. To protect information where the making available of the information would be likely unreasonable to prejudice the commercial position of the person/ organisation 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/23/13/4.1	Resolution Schedule	Definitions 1 & 2 above
T/23/13/4.2	Risk Management Report	Definitions 1 & 2 above
T/23/13/4.3	Confirmation of Minutes	Definitions 1 & 2 above

The meeting closed at 3.14pm.

Confirmed at T/24/01 on 27 February 2024 as a true and correct record.


CHAIR

