



T/24/06

MINUTES

ORDINARY MEETING OF TRUSTEES

Date: Tuesday, 25 June 2024
Time: 2.30pm
Place: Trust Office, Perry House, 360 Tristram Street, Hamilton

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

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

APOLOGIES: Trustee Harvey, Chief Executive Officer (CEO) & Emerging Director, Andrew Corkill

CONFLICT OF INTEREST DECLARATIONS: Nil

KARAKIA TIMATANGA: All

AGENDA ITEM

T/24/06/1.0 PRESENTATIONS

T/24/06/1.1 Community Enterprise Leadership Foundation/Seed Waikato (Ref: 60/40)

Trustee Afeaki welcomed Community Enterprise Leadership Foundation (CELf) Programme Director, Professor Brad Jackson, CELf CEO, Tania Witheford, and Seed Waikato CEO, Tania Pointon who were in attendance for the first item.

Ms Witheford expressed her appreciation to the Trust for the opportunity to present, and for its ongoing support of CELf. She introduced Professor Jackson, and also Ms Pointon who had been sponsored by the Trust as a community participant in the CELf Elevate Programme. Ms Witheford then gave some background on CELf and emphasised its alignment with the Trust's Vision of a thriving community. She pointed out that the two canoe, pictured on the introductory slide are significant in that they signify CELf bringing business and community together, and this collaboration enables organisations to go further, faster for longer.

The CELf presentation included:

- Our Purpose
- Our Vision

- Our Mission
- Our Pou|Our Values
- Our Journey (2012 to Present)
- Our Structure
- CELF meets For Profit (Business) and For Purpose (Community) in the middle to provide leadership-building capability for the benefit of the Waikato into the future
- YE 2023 Sector Impact
- Elevate Participation (by Sector and by Gender)
- Programme Structure (including sponsorship model, candidate selection and course framework)

Professor Jackson talked about his involvement and history with CELF. He acknowledged the Trust for their support of the 2019 research undertaken on the impact of the CELF Programme, which led to his position at Waikato University. He also noted the following:

- Connections were being made with other place-based programmes around the world
- The Waikato programme design is standing out above the rest in Australasia
- The current participants sponsored by the Trust are bringing much value to the Programme
- CELF gives back to the host organisations that generously share their time and knowledge with the participants
- Continuous improvement is the key to leadership development
- Alumni are connected and foster the ripple effect of the Programme by continuing to do important work together for greater impact in the region, and CELF's focus for the next 10 years is to increase this even further

Professor Jackson acknowledged Ms Witheford for her outstanding work, and the Trust for their continued commitment. He stressed the importance of the alumni, and handed over to Ms Pointon to give her pepeha and her presentation, which included:

- Journey with CELF and acknowledgement of the Trust's support
- My Purpose and Seed Waikato's Purpose, and how these are aligned
- Connect
 - Individual level
 - Organisational context
 - CELF cohort and beyond
- Grow
 - Leadership tools
 - Meaningful integration
 - Learning from others
- Give Back
 - Seed
 - Shared experiences
 - Business and philanthropy
- Impact on Ms Pointon, on Seed Waikato and its team members, and on the wider community, and the waves being made as a result of the CELF Programme

Trustee Chew asked what CELF's biggest challenges might be in the future. Ms Witheford replied that one challenge they are aware of is remaining relevant in the face of rapid changes in the leadership space, for example as a result of Artificial Intelligence (AI), a second challenge would be from societal changes and their impact on the leadership space, and part of the solution is anchored in CELF's place-based proposition about having a sense of belonging, and a third challenge is ensuring the viability of CELF's business/sponsorship model, including accessing women for the Programme, particularly from the Business sector.

Professor Jackson added that, although the AI challenge is a serious one, it will make place-based programmes such as Elevate that require face-to-face interactions, trusting relationships and independent thinking, even more vital.

Trustee Chew conveyed that every Elevate graduate has been a great ambassador, and he congratulated CELF on behalf of the Trust.

Trustee Strange also thanked CELF for the impressive work the Foundation is doing, and he asked if there were intentions to scale higher. Ms Witheford explained that the ideal number for the Programme, logistically and relationally, is 18 to 20 participants. She conveyed that scaling up would present multiple issues to assess, particularly if expanding outside the region, and CELF would be cautious about scaling for scaling's sake as it needs to be able to continue to deliver the same quality of product. Professor Jackson shared his view that sustaining was better than scaling, and assessment of the impact of the Programme, and improving it, would be more valuable.

Trustee Afeaki thanked Ms Witheford, Professor Jackson and Ms Pointon for their attendance, and for the wonderful mahi they do, noting the potential pathway opportunity for younger leaders through CELF.

Ms Witheford drew attention to one of the CELF graduates who had been sponsored by the Trust, Karen Morrison-Hume, who had been named on the 2024 King's Birthday Honours List for her ongoing work in the community, this being just one example of the legacies coming from the 18 Trust-sponsored individuals from the Trust, Company and wider community who have been through the CELF Programme.

The attendees left the meeting at 3.21pm.

MOVED: (Afeaki/Chew) That the presentations be received.

CARRIED

T/24/06/2.0 OTHER REPORTS

T/24/06/2.1 July Meeting Dates for Special Meeting, Ordinary Meeting and AGM (Ref: 35/15)

A report from the Trust Administrator dated 12 June 2024 was circulated.

Trustee Afeaki ran through the July meeting dates as per the report, and there was a brief discussion with regard to Trustee availability for these.

MOVED: (Afeaki/Johnston) That the following dates, times and venues be noted:

1. Tuesday 9 July 2024 – Special Meeting of the Trust to be held at 10.00am at the Trust office, Perry House, 360 Tristram Street, Hamilton.
2. Tuesday 23 July 2024 – Ordinary July Trust meeting to be held at 2.30pm at Perry House, 360 Tristram Street, Hamilton.
3. Tuesday 30 July 2024 – Annual General Meeting of the Trust to be held at 10.00am at the Western Community Centre, 46 Hyde Avenue, Nawton, Hamilton.

CARRIED

The Grants Manager/Acting CEO commented that, although the Trust would not be operating from Perry House on 23 July, the Ordinary meeting would be held there due to Boardroom availability.

T/24/06/2.2 Appointment of Auditors (Ref: 20/15)

A report from the CEO dated 12 June 2024 was circulated.

MOVED: (Afeaki/Strange) That at the Annual General Meeting to be held 30 July 2024 it be proposed that PricewaterhouseCoopers be appointed as Auditors of the Trust for the year ending 31 March 2025, and the Trust be authorised to fix the fees and expenses of the Auditors for the year.

CARRIED

T/24/06/3.0 MANAGEMENT REPORTS

T/24/06/3.1 Resolution Schedule (Ref: 15/20/5)

The Resolution Schedule dated 12 June 2024 was circulated for noting.

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

CARRIED

T/24/06/3.2 Trustee Meeting, Workshop and Event Attendance (Ref: 15/2)

A report from the Trust Administrator dated 12 June 2024 was circulated for noting.

Trustee Silverton gave an update on the Paper4Trees Waikato Programme being run by the Environmental Education for Resource Sustainability Trust, who had received grants from the Trust.

Trustees Afeaki and Chew reported on community events recently attended.

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

CARRIED

T/24/06/3.3 Ongoing Status Report (Ref: 15/20/5)

A report from the Grants Manager dated 19 June 2024 was circulated for noting.

Trustee Silverton enquired as to the Ryder-Cheshire community loan balance and the Grants Manager/Acting CEO gave clarification with regard to a balloon payment.

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

CARRIED

T/24/06/3.4 Financial & Budget Report (Ref: 20/10)

A report from the Finance Administrator for the month of May 2024 was circulated.

The Finance Administrator noted that the proposed vehicle lease was not cost-effective and would be reallocated to the budgets for hosting the ETNZ Spring Conference, and holding the workshops for the Community Investment Strategy review. She also noted that there had been unrealised gains in the Trust's Vanguard investment portfolio.

MOVED: (Afeaki/Silverton) That the financial and budget report to 31 May 2024 be adopted.

CARRIED

T/24/06/3.5 Fiduciary Calendar (Ref: 25/30)

The May Fiduciary Calendar was circulated for noting.

MOVED: (Afeaki/Strange) That the updated fiduciary calendar be noted.

CARRIED

T/24/06/3.6 Energy Trusts of New Zealand (Ref: 5/30/15)

A report from the Trust Administrator for the month of June 2024 was circulated.

Trustee Afeaki noted the scheduled dates and confirmed venues for the ETNZ Spring Conference to be hosted by the Trust in November.

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

CARRIED

T/24/06/3.7 Industry & Trust Activity Verbal Updates

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

- June 2024 Quick Response grants round
- June 2024 Community Support grants round
- Increased queries due to Government funding cuts

Trustee Strange initiated a brief discussion with regard to Council contracts and projects.

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

CARRIED

T/24/06/3.8 Confirmation of Minutes (Ref: 15/20/10)

The Minutes of Ordinary Meeting T/24/05 dated 28 May 2024 were circulated.

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

CARRIED

T/24/06/4.0 EXCLUSION OF PUBLIC

MOVED: (Afeaki/Chew) 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:

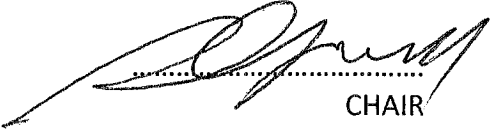
1. To enable the Trust to carry out, without prejudice or disadvantage, negotiations (including commercial or industrial negotiations).
2. To protect information where the making available of the information would be likely unreasonable to prejudice the commercial position of the person/organisation 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/24/06/5.1	Grants Committee Meeting – VICE Fund	Definitions 1 & 2 above
T/24/06/6.1	Accounting Estimates and Judgements	Definitions 1 & 2 above
T/24/06/6.2	Draft 2023-24 Annual Report	Definitions 1 & 2 above
T/24/06/10.1	Resolution Schedule	Definitions 1 & 2 above
T/24/06/10.2	Risk Management Report	Definitions 1 & 2 above
T/24/06/10.3	Industry & Trust Activity Verbal Updates	Definitions 1 & 2 above
T/24/06/10.4	Confirmation of Minutes	Definitions 1 & 2 above

The meeting closed at 3.42pm.

Confirmed at T/24/08 on 23 July 2024 as a true and correct record.


CHAIR