



T/24/11

MINUTES

ORDINARY MEETING OF TRUSTEES

Date: Tuesday, 24 September 2024
Time: 2.30pm
Place: DV Bryant Trust Boardroom, 131 Alexandra Street, Hamilton

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

IN ATTENDANCE: Chief Executive Officer, Grants Manager, Finance Administrator, Grants Advisor, Trust Administrator & Emerging Director, Andrew Corkill

CONFLICT OF INTEREST DECLARATIONS: Nil (other than those declared in item T/24/11/1.1)

KARAKIA TIMATANGA: All

AGENDA ITEM

T/24/11/1.0 DISTRIBUTIONS/IMPACT

T/24/11/1.1 Grants Committee Meeting Held 17 September 2024 (Ref: 60/30)

A report from the Grants Manager dated 18 September 2024 was circulated.

The Grants Manager summarised his report which included recommendations on three Convening and Organisational Development grant applications and six Vital Impact grant applications; four from the Vital Impact Collaborative Energy (VICE) Fund (two of which carry conditional aspects) and two from the Vital Impact Community Connectedness and Cohesion 2023/24 carry-over funds.

The Grants Manager explained that, after some conversations with WEL Networks Ltd, there would be some conditions placed around future applications to the VICE Fund, including the approval of applicants' inverter/metering systems and solar plans by the Company.

Trustee West added that, with the potential for increased support of these types of applications to the Trust, discussions had been had with the Company to ensure it would not be significantly impacted.

Trustee Harvey initiated a brief discussion with regard to clarification of the collaborative aspect/purpose of the VICE Fund. It was reiterated that solar/battery projects supported would need to be advantageous to the Company, and lighting applications, particularly for priority projects as identified by Sport Waikato, would be considered via this Fund.

Trustee West provided some rationale behind the Grants Committee's recommendation to support Creative Waikato's project, Auahatanga ki te Kainga | Art in the Neighbourhood, which would involve a number of agencies and community partners in the region. The Grants Manager expressed that there is great potential to deliver the planned outcomes as every aspect of this collaborative project had been taken into account. Emerging Director, Andrew Corkill added that it demonstrated Creative Waikato could pivot and deliver on its purposes despite facing funding cuts. Trustee Chew conveyed his support, highlighting Creative Waikato's visibility in the community and its sound management.

The Grants Manager gave an update with regard to Maungatautari Ecological Island Trust's viability. He also provided some clarification relating to the recommendation for Waikato Women's Refuge – Te Whakaruruhau.

Trustee Afeaki highlighted the importance of the communication around the potential significant grant to Creative Waikato, particularly around the partnership aspect.

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 Conflict of Interest was declared:

Trustee West – **Hamilton Old Boys Rugby and Sports Club Inc** in that he is a Lifetime Member of the Club

MOVED: (Harvey/Chew) That the following grants be approved:

Appl #	Organisation	Amount
COD70	Maungatautari Ecological Island Trust	\$30,000
COD71	Waikato Women's Refuge – Te Whakaruruhau	\$10,000
COD72	Whāingaroa Raglan Destination Management Organisation	\$10,000
		\$50,000
VIE07	Melville Rugby & Sports Club Inc*	\$40,000
VIE08	Hamilton Old Boys Rugby and Sports Club Inc <i>(Trustee West did not participate in voting or discussion of this item)</i>	\$40,000
VIE09	Waikato Hockey Charitable Trust	\$103,000
VIE10	Hamilton Marist Rugby Football Club Inc*	\$25,000
		\$208,000

Appl #	Organisation	Amount
VIG69	Creative Waikato Trust	\$330,000
VIG70	Pukete Neighbourhood Association Inc	\$30,000
		\$360,000
		<u>\$618,000</u>
		CARRIED

* *Conditional grant to be held by the Trust until it receives notification that the balance of funding has been secured and the project is ready to proceed.*

A total of \$618,000 was allocated to nine successful grant applications.

T/24/11/2.0 MANAGEMENT REPORTS

T/24/11/2.1 Financial & Budget Report (Ref: 20/10)

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

The Financial Administrator remarked on the strategic reallocation of the Vanguard investments, as previously resolved by the Trust.

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

CARRIED

T/24/11/2.2 Fiduciary Calendar (Ref: 25/30)

The September Fiduciary Calendar was circulated for noting.

The Chief Executive Officer (CEO) highlighted two calendar entries in progress that related to the Company, noting that the Trust would like to hold a conversation with them in December about discounts and dividends. He also pointed out that documents relating to the Community Investment Strategy Review had been loaded into Stellar in preparation for the upcoming facilitated workshop.

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

CARRIED

T/24/11/2.3 Resolution Schedule (Ref: 15/20/5)

The Resolution Schedule dated 17 September 2024 was circulated for noting.

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

CARRIED

T/24/11/2.4 Trustee Meeting, Workshop and Event Attendance (Ref: 15/2)

A report from the Trust Administrator dated 17 September 2024 was circulated for noting.

Trustees Afeaki, Chew, Harvey, Johnston, Silverton and West reported on community events recently attended.

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

CARRIED

T/24/11/2.5 Ongoing Status Report (Ref: 15/20/5)

A report from the Grants Manager dated 12 September 2024 was circulated for noting.

MOVED: (West/Chew) That the Ongoing Status report be noted.

CARRIED

Trustee Harvey enquired as to the community loans that would be finishing in 2025 and the Grants Manager undertook to contact the Lendeas as a courtesy, to check in on their financial health.

T/24/11/2.6 Bi-Monthly Review Against Annual Plan (Ref: 15/20/5)

A report from the CEO for the month of September 2024 was circulated.

The CEO noted that an external review on the Waikato Wellbeing Project would be undertaken, and that positive progress was being made against the key aims in the Annual Plan.

The Grants Manager gave a brief update with regard to the Capital Beneficiaries Project Fund.

MOVED: (West/Strange) That the Bi-Monthly Review Against the Annual Plan be noted.

CARRIED

T/24/11/2.7 Energy Trusts of New Zealand (Ref: 5/30/15)

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

Staff reported verbally on progress with preparations for hosting the ETNZ Spring Conference.

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

CARRIED

T/24/11/2.8 Industry & Trust Activity Verbal Updates

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

- September 2024 Community Support grants round
- August 2024 Quick Response grants round
- Vital Impact Collaborative Energy Fund

He also reported briefly on the remaining grants budget.

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

CARRIED

T/24/11/2.9 Confirmation of Minutes (Ref: 15/20/10)

The Minutes of Ordinary Meeting T/24/10 dated 27 August 2024 were circulated.

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

CARRIED

T/24/11/3.0 EXCLUSION OF PUBLIC

MOVED: (West/Strange) 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/24/11/4.1	Resolution Schedule	Definitions 1 & 2 above
T/24/11/4.2	Risk Management Report	Definitions 1 & 2 above
T/24/11/4.3	Industry & Trust Activity Verbal Updates	Definitions 1 & 2 above
T/24/11/4.4	Confirmation of Minutes	Definitions 1 & 2 above
T/24/11/5.1	Review of Owner's Expectation Manual	Definitions 1 & 2 above
T/24/11/5.2	2025/26 Letter of Expectation	Definitions 1 & 2 above
T/24/11/5.3	Director Performance Review	Definitions 1 & 2 above
T/24/11/5.4	KPMG Review of Investment	Definitions 1 & 2 above
T/24/11/6.1	Momentum Waikato Funding Options	Definitions 1 & 2 above
T/24/11/6.2	Local Water Well Done Model	Definitions 1 & 2 above

The meeting closed at 3.13pm.

Confirmed at T/24/12 on 22 October 2024 as a true and correct record.


CHAIR