

MINUTES FROM A MEETING OF
TRUST TAIRĀWHITI

ON MONDAY, 7 SEPTEMBER 2020

Held on Monday, 7 September 2020 at 9:00 a.m. at Trust Tairāwhiti's offices Shed 3, 50 Esplanade Gisborne.

PRESENT:

Paul Reynolds (Chairman), Ailsa Cuthbert, Jill Chrisp, Lyall Evans, Kristen Kohere-Soutar, John Clarke and Shannon Dowsing.

IN ATTENDANCE:

Trust Tairāwhiti executive team members: Chief Executive Officer - Gavin Murphy, Chief Financial Officer - Phil McLeod, Manager of Community Engagement – Audine Grace-Kutia, GM Tourism – Adam Hughes, Marketing and Communications Manager - Matt Cairns, GM Business – Richard Searle and Executive Assistant - Suzanne Green.

2.1 Karakia

Jill Chrisp gave the opening karakia.

2.2 Apologies

Nil.

2.3 Declaration of trustee's interests:

Responsibility lies with Trustees to contact the Secretary to update their interest register if required.

2.4 Confirm agenda & notification of late items

Nil.

2.5 Approval of minutes and matters arising

The minutes of the meeting held 6 July 2020 were taken as read and approved.

Unanimous Approval

Matters arising

Nil.

2.6 Strategy and decision making

Nil

2.7 Beneficiaries presentations and public forum

None present.

2.8 Board Updates

2.8.a Board meeting schedule and calendar 2020

Trustees noted the report.

2.8.b CEO monthly operational report

The CEO spoke to the report, Trustees noted the report as received.

It was noted management are working with Infometrics data to help with providing an ongoing regional overview of local economy which will be incorporated into the CEO report.

Health and Safety

This section of the report was noted.

Trustees confirmed they are content with the current reporting structure as liable Directors of the subsidiary organisations of the Trust. Further detail are available for Trustees should they wish to view.

It was noted Trustees would like to visit the sawmill site operations, and the health and safety handbook for the Trust will be uploaded onto the Trustee site for reference.

Action

Takihoko

It was noted the wage subsidy will be finishing soon which may strain local businesses and the economy. There is generally less mentors available to speak with other businesses due to focussing on their own businesses.

The CARE forum is co-chaired by the CEO, and is starting to ramp up operations due to current economic climate. The main focus is working with local industries regarding talent and worker/employment needs. Coordination with the Redeployment Programme via CARE was also discussed, this will join up over time.

Rau Tipu Rau Ora (RTRO)

It was suggested the Trust helps enable the public to get oversight of decision-making processes in regards to this initiative, given we are incorporating RTRO into our own operations. It was agreed there will be a table included in the Open CEO report going forward to provide another avenue for the public to view this information, which will show RTRO and TEAP projects that are aligned with the Trust.

Action

License to Work

It was noted the graduation was cancelled this year due to Covid19, Trustees ask that management consider other creative options to acknowledge the kid's achievements (i.e. smaller groups, virtual).

Action

2.9 EXCLUSION OF PUBLIC FROM PROCEEDINGS

Moved by Ailsa Cuthbert, seconded Lyall Evans.

SECTION 48 - LOCAL GOVERNMENT OFFICIAL INFORMATION AND MEETINGS ACT 1987

THAT: The public be excluded from the following part of the proceedings of this meeting, namely for discussion or decision:

- Item 3.1 - Approval of Minutes of 6 July 2020
- Item 3.2 - Action Items
- Item 3.3 - Presentations
- Item 3.4.a - He Tohu Ora
- Item 3.4.b - Wellbeing investment decisions
- Item 3.4.c - Delegated authority and BNZ authority
- Item 3.4.d - Approval Subsidiary Financial Statements
- Item 3.4.e - WGL Heat Plant Funding
- Item 3.4.f - Prime update
- Item 3.5.a - CEO Monthly Report (Closed)
- Item 3.5.b - AGM 2020 Feedback and Minutes

Content

Section 7(2)(g) maintain legal professional privilege.

Section 7(2)(h) Enable any local authority holding the information to carry on, without prejudice or disadvantage, commercial activities.

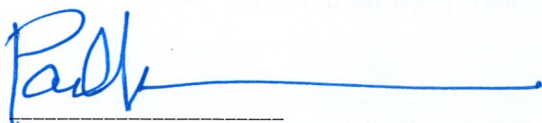
Section 7(2)(i) Enable any local authority holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)

Section 7(2)(j) Prevent the disclosure or use of official information for improper gain or improper advantage.

- i. That Gavin Murphy (Trust CEO), and the Trust leadership team (CFO, GMC, GMB, GMT, MCM, EA) be permitted to remain at this meeting, after the public has been excluded relating to Items 3.1 – 3.6 because of their knowledge of Trust business. This knowledge, which will be of assistance in relation to the matters to be discussed, is relevant to those matters because of their roles and work performed.
- ii. That the employees of KPMG (via Zoom) be permitted to attend this meeting after the public has been excluded relating to Item 3.3.a.
- iii. That the employees of the Propero team be permitted to attend this meeting after the public has been excluded relating to Item 3.3.b.
- iv. That Conal Smith and Erina Hurihanganui (CEA) be permitted to remain at this meeting, after the public has been excluded relating to Item 3.4.a because of their knowledge of the business. This knowledge, which will be of assistance in relation to the matters to be discussed, is relevant to those matters because of their roles and work performed.

Secretarial note: There being no further open business public were excluded at 10:00 a.m. and were re-admitted at 3:46 p.m.

The public excluded minutes follow and are not publicly available. There being no further business the meeting closed at 3:46 p.m. These minutes were confirmed by Trustees on 2 November 2020.



CHAIRMAN

DR P REYNOLDS

Item 3.5.c - Complaints Register Process

Item 3.6 - Appendices

The general subject of each matter to be considered while the public is excluded, the reason for passing this resolution in relation to each matter, and the specific grounds under Section 48(1) of the Local Government Official Information and Meetings Act 1987 for the passing of this resolution are as follows:

Item No.	General subject of each matter to be considered	Reason for passing this resolution in relation to each matter check	Ground(s) under section 48(1) for the passing of this resolution
Item 3.1.a	Approval of Minutes of 6 July 2020	Sections 7(2) (a) (b) (c) (f) (h) (i) (j)	48(1) (a)
Item 3.2	Action Items	Sections 7(2) (c) (f) (h)	48(1) (a)
Item 3.3	Presentations	Sections 7(2) (a) (b) (c) (f) (j)	48(1) (a)
Item 3.4.a	He Tohu Ora	Sections 7(2) (b) (f)	48(1) (a)
Item 3.4.b	Wellbeing investment decisions	Sections 7(2) (b) (c) (f) (j)	48(1) (a)
Item 3.4.c	Delegated authority and BNZ authority	Sections 7(2) (f)	48(1) (a)
Item 3.4.d	Approval subsidiary Financial Statements	Sections 7(2) (f) (h)	48(1) (a)
Item 3.4.e	WGL Heat Plant Funding	Sections 7(2) (b) (c) (f) (h)	48(1) (a)
Item 3.4.f	Prime Update	Sections 7(2) (f) (j)	48(1) (a)
Item 3.5.a	CEO Monthly Report (Closed)	Sections 7(2) (a) (b) (c) (f) (h) (i) (j)	48(1) (a)
Item 3.5.b	AGM 2020 Feedback and Minutes	Sections 7(2) (f)	48(1) (a)
Item 3.5.c	Complaints Register Process	Sections 7(2) (f) (a)	48(1) (a)
Item 3.6	Appendices	Sections 7(2) (a) (b) (c) (f) (h) (i) (j)	48(1) (a)

This resolution is made in reliance on Section 48(1) (a) of the Local Government Official Information and Meetings Act 1987 and the particular interest or interests protected by section 6 or section 7 of that Act which would be prejudiced by the holding of the whole or the relevant part of the proceedings of the meeting in public are as follows:

Content
Section 7(2) (a) To protect the privacy of natural persons, including that of deceased natural persons
Section 7(2) (b) (ii) To protect information where the making available of the information would be likely unreasonably to prejudice the commercial position of the person who supplied or who is the subject of the information.
Section 7(2) (c) Protect information which is subject to an obligation of confidence or which any person has been or could be compelled to provide under the authority of any enactment, where the making available of the information: i. Would be likely to prejudice the supply of similar information, or information from the same source, and it is in the public interest that such information should continue to be supplied; or Would be likely otherwise to damage the public interest.
Section 7(2) (f) Maintain the effective conduct of public affairs through: i. The free and frank expression of opinions by or between or to members of officers or employees of any local authority, or any persons to whom Section 2(5) applies, in the course of their duty; or The protection of such members, officers, employees and persons from improper pressure or harassment.