

Secretarial note. Trustee only time was held prior to the meeting commencing.

Held on Monday, 2 December 2019 at 9:00 a.m. at Trust Tairāwhiti, 50 The Esplanade, Gisborne.

PRESENT:

Paul Reynolds (Chairman), John Clarke, Ailsa Cuthbert, Lyall Evans, Jill Chrisp, Shannon Dowsing and Te Raumawhiti Kupenga (at 10:35 am).

IN ATTENDANCE:

Chief executive officer - Gavin Murphy, chief financial officer - Phil McLeod and the manager of community engagement – Audine Grace-Kutia.

2.1 Karakia

Audine Grace-Kutia and Jill Chrisp gave a Karakia to begin the meeting.

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. Paul Reynolds and Jill Chrisp advised on changes to their interests.

2.4 Confirm agenda & notification of late items

Nil

2.5 Approval of minutes and matters arising

The minutes of the meeting held 4 November 2019 were taken as read.

Unanimous Approval

Matters arising

Nil

2.6 Strategy and decision making

2.6.a Approval of lead audit partner

The Audit and Risk chair spoke to the report.

Trevor Deed of Deloitte retires on 31 May 2020 and a replacement audit partner is required. Deloitte recommended three partners for consideration. The audit and risk committee met Brett Tomkins who is Auckland based and has energy, utilities and infrastructure experience as well as sustainability and non-financial reporting.

Trustees confirm the Audit and Risk recommendation that Brett Tomkins be the replacement audit partner for Deloitte.

Unanimous Approval

2.7 Beneficiaries presentations and public forum

Nil

2.8 Board Updates

2.8.a Board meeting schedule and calendar 2020

Trustees noted the report and the minor changes required.

2.8.b CEO monthly operational report

The report was taken as read with the CEO highlighting:

The new health and safety table was noted that a health and safety audit is due for the Prime site.

The completion of the Tairāwhiti Economic Action Plan refresh. This will now move into delivering actions and a review of the governance role and meeting frequency is underway.

The i-Site beautification was discussed along with the bigger project linking into the new airport terminal that needs to be done.

2.9 EXCLUSION OF PUBLIC FROM PROCEEDINGS

Moved by Jill Chrisp, seconded John Clarke

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

SECTION 48 - LOCAL GOVERNMENT OFFICIAL INFORMATION AND MEETINGS ACT 1987

- Item 3.1.a - Approval of Minutes of 4th November 2019
- Item 3.2 - Action Items
- Item 3.3 - Presentations (Nil this Month)
- Item 3.4.a - Trust Tairāwhiti Chairperson Election
- Item 3.4.b - Community Facilities Funding Support
- Item 3.4.c - Hapu Development initiatives
- Item 3.4.d - Te Ha - Tairāwhiti Arts Festival Interim Support
- Item 3.4.e - Ngati Porou Seafoods
- Item 3.5.a - CEO Monthly Report (Closed)
- Item 3.5.b - Trustee Professional Development
- Item 3.6.a - Statement for Board Chair

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 4 th November 2019	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 (Not this month)	Sections 7(2) (a) (b) (c) (f) (j)	48(1) (a)

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 3.4.a	Trust Tairāwhiti Chairperson Election	Sections 7(2) (a) (f)	48(1) (a)
Item 3.4.b	Community Facilities Funding support	Sections 7(2) (c) (f) (h) (i)	48(1) (a)
Item 3.4.c	Hapu Development Initiatives	Sections 7(2) (c) (f) (h) (i)	48(1) (a)
Item 3.4.d	Te Ha – Tairāwhiti Arts Festival Interim support	Sections 7(2) (c) (f) (h) (i)	48(1) (a)
Item 3.4.e	Ngati Porou Seafoods	Sections 7(2) (c) (f) (h) (i)	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	Trustee Professional development	Sections 7(2) (a) (b) (c) (f) (h) (i) (j)	48(1) (a)
Item 3.6.a	Statement for Board Chair	Sections 7(2) (a) (f)	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.
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, CM, MCE, GMT, GMED, MCM) be permitted to remain at this meeting, after the public has been excluded relating to Items 3.1 – 3.7.c 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.

Secretarial note: There being no further open business public were excluded and were re-admitted at 11:55 p.m.

The public excluded minutes follow and are not publicly available. There being no further business the meeting closed at 11:55 p.m. These minutes were confirmed by Trustees on 4 February 2020.

CHAIRMAN

P Reynolds