

MINUTES FROM A MEETING OF THE EASTLAND COMMUNITY TRUST

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

Held on Monday, 4 June 2019 at 9:25 a.m. at Eastland Community Trust Offices 50 The Esplanade, Gisborne.

PRESENT:

Paul Reynolds (Chairman), John Clarke, Ailsa Cuthbert, Jill Chrisp, Michael Muir, Mayor Meng Foon and Te Rau Kupenga

IN ATTENDANCE:

Chief Executive Officer - Gavin Murphy and Chief Financial Officer - Phil McLeod.

2.1 KARAKIA

Meng Foon gave a Karakia to begin the meeting.

2.2 APOLOGIES

None.

2.3 DECLARATION OF TRUSTEES INTERESTS:

No further items were added. Responsibility lies with Trustees to contact the Secretary to update their interest register if required.

2.4 CONFIRM AGENDA & NOTIFICATION OF LATE ITEMS

Additional agenda items for:

3.5.e Capital and income split for year end 31 March 2019.

2.5 APPROVAL OF MINUTES AND MATTERS ARISING

The minutes of the meeting held 6 May 2019 were taken as read. The Board **approved** the minutes of the meeting held 6 May 2019 as a true and accurate record of that meeting.

Unanimous Approval

No matters arising.

2.6 BENEFICIARIES PRESENTATIONS AND PUBLIC FORUM

Nil.

2.7 BOARD UPDATES

2.7.a. Board Meeting Schedule and Calendar 2019

Trustees noted the report and that there will be a meeting in August and no meeting in October.

2.7.b CEO Monthly Operational Report

The CEO spoke to the report.

Health and Safety

The CEO updated trustees on health and safety.

There was one minor incident reported and no near misses or lost time injuries reported.

The July Trustee meeting is to be held at the iSite and Trustees will be inducted to the site.

Community engagement, wellbeing framework and impact measurement

Hui has occurred with leaders of the Pacific Island Community as to how it is best to engage with them.

Trustees queried the reach of engagement to date, this is thought to be around 40% of the community including that filtered via networks. Further work remains to be done on community engagement.

Economic Development

Tech week and circular economy events were successful, and the board expressed gratitude to the team on delivering these.

The CEO is reflecting on how these types of events are delivered. There is a lack of event managers in the region, and it provides an opportunity to build capability as it can be a significant drain on Trust staff resources.

The Tairāwhiti Economic Action Plan refresh is progressing and the philosophy around merging this with the Tairāwhiti Māori Economic Development Report is taking shape. It is a struggle to keep private sector engaged.

Tourism

Tourism trade shows have been attended which provides national and international exposure. The Waka experience and Maunga Hikurangi were showcased and met with interest. It was noted by the industry that Tairāwhiti/Gisborne has arrived as a tourism industry participant.

With the development of tourism products, the next key issue to be addressed is accommodation. This will include working with the Gisborne District Council in relation to the spatial plan and the East Coast to understand the gaps in existing offerings.

2.7.b Annual Report update

The MCM spoke to the report.

The annual report will increase by 40 pages and highlight more stories of distributions and projects.

Trustees discussed accessibility and the need to include a two-page summary, with a view of becoming digital and expandable. The digital edition would have videos imbedded.

Trustees can expect this on the 10th June and a quick turnaround is required.

Management will highlight particular areas where governance input is required.

Trustees noted the report.

2.8 EXCLUSION OF PUBLIC FROM PROCEEDINGS

SECTION 48 - LOCAL GOVERNMENT OFFICIAL INFORMATION AND MEETINGS ACT 1987

Moved by Dr. Jill Chrisp, seconded Meng Foon.

Carried

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.a- Approval of Minutes of 6th May 2019
- Item 3.2- Action Items
- Item 3.3- CEO Monthly Report
- Item 3.4 - Eastland Group Directors and CEO
- Item 3.5.a - Draft Financial Statements
- Item 3.5.c - Hikurangi Cannabis Company
- Item 3.5.d - FESL Proper- Capitalisation plan
- Item 3.5.e - EGL Recruitment update
- Item 3.6.a – Brand Workshop and re-cap from 30th June Meeting

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 May 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	CEO Monthly Report	Sections 7(2)(a)(b)(c)(f)(h)(i)(j)	48(1)(a)
Item 3.4	Eastland Group Directors & CEO	Sections 7(2)(a)(b)(b)(ii)(f)(h)	48(1)(a)
Item 3.5.a	Draft Financial Statements	Sections 7(2)(b)(c)(f)(h)(i)(j)	48(1)(a)
Item 3.5.b	FESL – Proper Capitalisation Plan	Sections 7(2)(a)(b)(c)(f)(h)(i)(j)	48(1)(a)
Item 3.5.c	Hikurangi Cannabis Company	Sections 7(2)(a)(b)(b)(ii)(c)(f)(h)(i)	48(1)(a)
Item 3.5.d	Eastland Group Director Recruitment	Sections 7(2)(a)(h)	48(1)(a)
Item 3.5.e	Capital and income split for year end 31 March 2019.	Sections 7(2)(b)(c)(f)(h)(i)(j)	48(1)(a)
Item 3.6.a	Brand Workshop & Recap from 30 th June Meeting	Sections 7(2)(c)(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: <ul style="list-style-type: none"> 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 ii. 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
- ii. 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 (ECT CEO), Phil McLeod (CFO) be permitted to remain at this meeting, after the public has been excluded relating to Items 3.1 – 3.6.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.

- i. That the ECT leadership team (GMC, CM, MCE, GMT, GMED, MCM) be permitted to remain at this meeting, after the public has been excluded relating to Items 3.1 – 3.6.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 role and work performed.

ii. That Eastland Group Limited Directors and Group Chief Executive be permitted to remain at this meeting, after the public has been excluded relating to Items 3.4 because of their knowledge of the Company's business. This knowledge, which will be of assistance in relation to the matters to be discussed, is relevant to those matters because of their role and work performed.

iii. That Activate Tairawhiti Directors, John Rae and Matanuku Mahuika, be permitted to remain at this meeting, after the public has been excluded relating to Items 3.5.b because of their knowledge of the Company's business. This knowledge, which will be of assistance in relation to the matters to be discussed, is relevant to those matters because of their role and work performed.

Secretarial note: There being no further open business public were excluded at 10:10 a.m. and were re-admitted at 2:30 p.m.

The public excluded minutes follow and are not publicly available. There being no further business the meeting closed at 2:30 p.m. These minutes were confirmed by Trustees on 1 July 2019.

CHAIRMAN
P Reynolds