



T/25/09

MINUTES

ORDINARY MEETING OF TRUSTEES

Date: Tuesday, 26 August 2025
Time: 2.31pm
Place: DV Bryant Trust Boardroom, 131 Alexandra Street, Hamilton

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

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

APOLOGY: Trustee Strange & Grants Administrator

CONFLICT OF INTEREST DECLARATIONS: Nil (other than those declared in item T/25/09/1.1)

KARAKIA TIMATANGA: All

AGENDA ITEM

T/25/09/1.0 DISTRIBUTIONS/IMPACT

T/25/09/1.1 June 2025 Community Support Grants Round (Ref: 60/15)

A report from the Grants Manager dated 19 August 2025 was circulated. A spreadsheet including Trustee notes was circulated separately, listing the 35 applications to be considered against their strength of alignment with the Trust's 2025-28 Community Investment Strategy.

The Grants Manager praised the Trustees for their accuracy in using the SmartyGrants forms during their assessments.

Disclosure of Interests

Trustees adhere to the following Trust policy:

Governance Process Policies – Conflicts of Interest (point 7)

"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 Chew – **Rainbow Hub** in that his employee at Houston Technology Ltd is a Trustee of the organisation (perceived conflict only)

Trustees considered the 35 eligible applications, with the Grants Manager and Grants Advisor offering additional information/clarification as required throughout the decision process, and Trustees providing commentary on their suggested variances.

MOVED: (West/Silverton) That the following Community Support grants be confirmed:

Appl #	Organisation	Amount
CS1589	Waikato Regional Volleyball Association Inc	\$30,000
CS1590	Kaitiakitanga Charitable Trust*	\$55,000
CS1591	Hope Rising Farm Trust	\$32,000
CS1592	Hospice Waikato Trust	\$44,000
CS1593	Volunteering Waikato	\$30,000
CS1594	Waikato Rocks Trust**	\$40,000
CS1597	Hamilton Christian Nightshelter Trust**	\$80,000
CS1599	Raahui Pookeka Community Centres Trust	\$45,490
CS1600	Hamilton Household Budgeting Advisory Trust	\$37,000
CS1603	Hamilton Gardens Summer Festival Foundation	\$120,000
CS1604	Te Kauwhata Health Awareness Society Inc	\$30,000
CS1605	Glenview Community Centre Inc	\$30,000
CS1607	Te Whare Toi o Ngaaruawaahia Inc	\$45,000
CS1611	Kimihia Lakes Community Charitable Trust	\$70,000
CS1613	The Life Flight Trust	\$40,000
CS1614	Desert Spring Ministries Trust	\$55,000
CS1615	Te Tamawai Trust	\$0
CS1617	Creative Waikato Trust	\$50,000
CS1618	The Refugee Orientation Centre Trust	\$30,000
CS1620	Enrich+ Services Trust	\$0
CS1621	Hamilton South Community Centre Association Inc	\$45,000
CS1622	Riverlea Theatre and Arts Centre Inc	\$45,000
CS1623	Hamilton Combined Christian Foodbank Trust	\$45,000
CS1624	Turn and Gymnastic Circle Inc**	\$95,000
CS1626	Ngaaruawaahia Volunteer Fire Brigade	\$25,000
CS1627	Link House Birthright Waikato Trust	\$50,000
CS1628	Waikato Paraplegic and Physically Disabled Association Inc	\$37,500
CS1630	Al Rasool Foundation of Waikato	\$0
CS1633	The Salvation Army Hamilton Community Ministries	\$32,500
CS1634	Perry Outdoor Education Trust Ltd	\$50,000
CS1637	Waikato Refugee Forum Inc	\$30,000
CS1638	Rainbow Hub Waikato	\$0
<i>Trustee Chew did not participate in voting/discussion of this item</i>		
CS1640	Waikato Seeds for Change Charitable Trust	\$42,500
CS1642	Clarence Street Theatre Trust	\$50,000
CS1645	Te Rongopai Community Trust	\$45,000

CARRIED

- * Trustee West welcomed Mr Murray Grant from Kaitiakitanga Charitable Trust who, as a member of the public, was in attendance for the first part of the first item. Trustee Chew requested that an increased amount be considered, and Trustee West enquired as to the overall impact this might have on the budget, to which the Grants Manager replied that it would not have a significant effect. Trustee Silverton asked the Grants Manager for the rationale behind the recommended amount. The Grants Manager noted that some of the work done by the organisation is outside the Trust's region, although the amount within the region has been increasing of late. Mr Grant was invited to speak and he clarified that, although some of the work is being carried out beyond the Trust boundary, the children involved do in fact come from within the Trust area. He offered some detail around his personal situation and investment in support of the organisation.
- ** *Conditional grants to be held until the Trust has received confirmation that the programmes will be delivered and/or the projects are ready to proceed.*

The total grants funding for the June 2025 Community Support grants round was allocated at \$1,455,990 to 31 successful grant applications.

T/25/09/1.2 Capital Beneficiaries Project Fund – Grants Round Recommendations (Ref: 60/45)

A report from the Grants Manager dated 18 August 2025 was circulated.

The following Conflicts of Interest were declared:

Trustee Harvey – **Hamilton City Council** in that her sons play for Northern United Sports Club Inc, the members of which will benefit from one of the priority projects in the organisation's application (perceived conflict only)

Trustee Harvey left the meeting at 3.26pm for approximately 15 minutes.

The Grants Manager commented briefly on this year's Capital Beneficiaries Project Fund application process.

Trustees considered the three submitted applications.

MOVED: (West/Chew) That the following Capital Beneficiaries Project Fund grants totalling \$1,500,000 be approved:

Appl #	Organisation	Amount
CB04	Waipā District Council	\$40,000
CB05	Hamilton City Council	\$835,000
CB06	Waikato District Council	\$625,000

CARRIED

T/25/09/1.3 Grants Committee Meeting Held 29 July 2025 – Roving Resolution (Ref: 60/67)

A report from the Grants Manager dated 30 July 2025 was circulated.

It was established that a Roving Resolution had been necessary for the June 2025 Vital Impact Collaborative Energy (VICE) Fund grants round decisions as they could not be made at the July Trust meeting due to a delay with the review of the solar applications.

MOVED: (West/Johnston) That the following Roving Resolution circulated 30 July 2025 and subsequently approved by Trustees be ratified.

THAT the Trust resolves to approve the following grants:

Appl #	Organisation	Amount
VIE31	Lugton Park Rackets Club Inc	\$50,000
VIE32	Raahui Pookeka Community Centres Trust	\$24,800
VIE34	Matawhaanui Trust	\$35,000
VIE35	Te Kauwhata Health Awareness Society Inc	\$45,000
VIE36	Resthills Sports Centre Inc	\$100,000
VIE38	Hospice Waikato Trust	\$55,000
VIE39	St Peter's Tennis Club Inc	\$44,000
VIE40	Waikato/Bay of Plenty Division Cancer Society of NZ Inc	\$50,000
VIE41	The One Victoria Trust Board (The Meteor Theatre)	\$40,000
		\$443,800

And the Trust also resolves to decline the following application:

Appl #	Organisation	
VIE37	Catholic Family Support Services	
		CARRIED

T/25/09/1.4 Out-of-Round VICE Fund Application from Waikato Tennis Trust (Ref: 60/67)

A report from the Grants Manager dated 26 August 2025 was circulated.

The Grants Manager gave some background on a VICE Fund application that had been received outside of the June 2025 round, and his rationale for the recommendation.

MOVED: (West/Silverton) That an out-of-round Vital Impact Collaborative Energy Fund grant of \$28,000 to Waikato Tennis Trust be approved.

CARRIED

T/25/09/2.0 OTHER REPORTS

T/25/09/2.1 Governance Policy (Ref: 10/3)

A report from the Chief Executive Officer (CEO) dated 11 August 2025 was circulated.

Trustee West and the CEO gave some explanation as to the inclusion of the report, which related to the Grants and Distributions segment of the Trust's Governance Policies document that had been ratified at the April 2025 Trust meeting, specifically clause 16(g) relating to church ministry.

Trustee West highlighted similar policies of other local funders' which appeared to be consistent with the Trust's.

Trustee Chew observed that difficulties arise when funding is sought for events that contain both spiritual and non-spiritual elements. The CEO noted the importance of the applicant organisations being specific in their applications.

Trustee West asked Trustees to consider the current wording, noting that the Trust does fund the social service activities of Christian organisations, and it was deemed by the majority that amendments were not required.

MOVED: (West/Johnston) That the wording of clause 16(g) of the Grants and Distributions segment of the Trust's Governance Policies document, being "The Trust will not fund church ministry and/or religious activity," be retained as it currently stands.

CARRIED

T/25/09/2.2 Anti-Money Laundering/Countering Financing of Terrorism Risk Assessment and Compliance Programme Review (Ref: 25/37)

A report from the CEO dated 7 August 2024 was circulated.

The CEO explained that, due to the Trust's community lending programme, Management needs to comply with Anti-Money Laundering/Countering Financing of Terrorism legislation by carrying out an annual internal review to check processes and monitor risk. He conveyed that the necessary forms had been completed, noting that he had attempted to submit the annual return online, but due to a glitch with the relevant portal on the Internal Affairs website, this would need to be done manually.

The CEO reminded Trustees that the community loans would be fully repaid later in the year, and that the Trust had resolved to no longer offer these. There was a brief discussion about next steps once the loans had been repaid, and the Grants Manager listed the various compliance entities that had been or would need to be informed.

MOVED: (West/Afeaki) That the report be received for information.

CARRIED

T/25/09/3.0 MANAGEMENT REPORTS

T/25/09/3.1 Financial & Budget Report (Ref: 20/10)

A report from the Finance Administrator for the month of July 2025 was circulated.

The Finance Administrator ran through the highlights in her Commentary, giving an update on the Impact Enterprise Fund and the Trust's community loans. She and the CEO also gave a brief update on the use of the Trust's cash reserves, noting that the matter would be more fully discussed in the Public Excluded section.

Trustee Chew requested a progress update with regard to the Advertising/Marketing budget, reflecting that the profile of the Trust needed to be raised before the 2026 Election with a view to improving voter turnout.

MOVED: (West/Chew) That the financial and budget report to 31 July 2025 be adopted.

CARRIED

T/25/09/3.2 Fiduciary Calendar (Ref: 25/30)

The August Fiduciary Calendar was circulated for noting.

The CEO provided an update on the actions in progress, in particular the Trust's Statement of Investment Policy and Objectives review, the Company valuation by KPMG, and the electoral services tender process.

MOVED: (West/Silverton) That the updated Fiduciary Calendar be noted.

CARRIED

T/25/09/3.3 Resolution Schedule (Ref: 15/20/5)

The Resolution Schedule dated 19 August 2025 was circulated for noting.

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

CARRIED

T/25/09/3.4 Trustee Meeting, Workshop and Event Attendance (Ref: 15/2)

A report from the Trust Administrator dated 19 August 2025 was circulated for noting.

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

CARRIED

T/25/09/3.5 Ongoing Status Report (Ref: 15/20/5)

A report from the Grants Manager dated 19 August 2025 was circulated for noting.

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

CARRIED

T/25/09/3.6 Energy Trusts of New Zealand (Ref: 5/30/15)

A report from the Trust Administrator for the month of August 2025 was circulated.

There was a brief update with regard to preparations for Trustee attendance at the ETNZ Conference in November. The CEO relayed that he was now unable to attend this due to a personal commitment.

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

CARRIED

T/25/09/3.7 Industry & Trust Activity Verbal Updates

The Grants Manager and Grants Advisor reported briefly on the following:



- August 2025 Quick Response grants round
- September 2025 Community Response grants round
- Whare Ora grants round
- Onboarding of the new Grants Administrator

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

CARRIED

T/25/09/3.8 Confirmation of Minutes (Ref: 15/20/10)

T/25/09/3.8.1 The Minutes of Ordinary Meeting T/25/07 dated 22 July 2025 were circulated.

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

CARRIED

T/25/09/3.8.2 The Minutes of Annual General Meeting T/25/08 dated 29 July 2025 were circulated.

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

CARRIED

T/25/09/4.0 EXCLUSION OF PUBLIC

MOVED: (West/Harvey) 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:

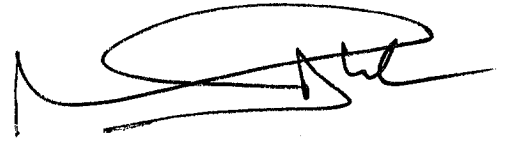
1. To enable the Trust to carry out, without prejudice or disadvantage, negotiations (including commercial or industrial negotiations).
2. To protect information where the making available of the information would be likely unreasonable to prejudice the commercial position of the person/organisation 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/25/09/5.1	Makao Investments Quarterly Report	Definitions 1 & 2 above
T/25/09/5.2	Harbour Wholesale Cash Fund	Definitions 1 & 2 above
T/25/09/5.3	Review of SIPO	Definitions 1 & 2 above
T/25/09/6.1	WEL Networks Ltd – Quarterly Report	Definition 2 above
T/25/09/6.2	Company Strategic Direction Meeting	Definitions 1 & 2 above
T/25/09/6.3	Company Chair Succession Planning	Definitions 1 & 2 above
T/25/09/6.4	Trust & Company Chair Communications	Definitions 1 & 2 above
T/25/09/7.1	Potential Reorganisation – Tax Credits	Definitions 1 & 2 above
T/25/09/8.1	Resolution Schedule	Definitions 1 & 2 above
T/25/09/8.2	Risk Management Report	Definitions 1 & 2 above
T/25/09/8.3	Industry & Trust Activity Verbal Updates	Definitions 1 & 2 above
T/25/09/8.4	Confirmation of Minutes	Definitions 1 & 2 above

The meeting closed at 3.56pm.

Confirmed at T/25/10 on 23 September 2025 as a true and correct record.

A handwritten signature in black ink, consisting of a large, stylized 'N' followed by a series of loops and a final horizontal stroke.

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ACTING CHAIR