

(DRAFT) MINUTES FROM A MEETING OF  
**TRUST TAIRĀWHITI**

On 7 November 2023

The meeting was held via Zoom and in person at Shed3 50 Esplanade Gisborne

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**PRESENT:**

John Clarke (Chair), Rehette Stoltz (online), Warren Williams, Rawinia Kamau, David Battin and Wi Pere Mita.

**IN ATTENDANCE:**

Trust Tairāwhiti executive team members: Chief Executive Officer (Acting) – Richard Searle, Chief Financial Officer – Phil McLeod, Chief Operating Officer Shared Services and Hāpori – Kim Allan, General Manager Hāpori – Audine Grace-Kutia, and Executive Advisor – Charlotta Passe.

Members of public: Nil.

**2.1 Karakia**

The meeting opened with a karakia.

**2.2 Apologies**

Trustee Ron Aitken.

**2.3 Declaration of Trustee Interests**

Trustees are responsible for relaying changes to the trustee interest register to the Board Secretary.

**2.4 Confirmation of Agenda and Late items**

No late agenda items noted.

**2.5 Approval of Minutes and Matters Arising**

The minutes of the meeting held 3 October 2023 were taken as read and approved. No actions were noted at this meeting.

Unanimous Approval

**2.6 Strategy and Decision Making**

Nil.

**2.7 Beneficiary Presentations and Public Forum**

No presentations were scheduled for this meeting.

## 2.8 Board Updates

### 2.8.a CEO Open Report

The Chief Executive Officer (Acting) (CEOA) talked to the report which was taken as read. The Chief Financial Officer (CFO) updated trustees that the Trust remains on track for preserving capital. The General Manager Hāpori (GMH) commented on the facility funding section, noting that there are a lot of projects in the pre-funding stage.

The CEOA gave an update on the economic development aspects of the report. The Tairāwhiti Economic Action Plan (TEAP) refresh has been ongoing and incorporates cyclone and recovery plans. The TEAP steering committee has met and discussed how to take an economic action plan forward, and how best to coordinate this regionally. The wood processing sector is performing well, and there may be opportunities with the closure of the Juken Sawmill for jobs to transfer to Kiwi Lumber and Wood Engineering Technology (WET).

There was discussion on the new government, and whether the Trust would meet with ministers. The Gisborne District Council (GDC) is leading the transition to a new government and the Briefing of Incoming Ministers (BIM) will be discussed by regional leaders at a meeting on 8 November.

The upcoming digital strategy event and its timing was discussed and will be confirmed in due course for the event.

There was also discussion on inclusion of Māori business measurement. This will be included in future by means of Te Whāriki, a digital platform for Māori businesses.

Trustees discussed public attendance of Board meetings. Plans have been made to reach out to specific groups and invite them to attend meetings in 2024 and beyond as per what was agreed by trustees at the October Board meeting.

## 2.9 Appendices

Nil.

## 2.10 EXCLUSION OF PUBLIC FROM PROCEEDINGS

The chair noted additions to the public exclusion resolution: that Mr Greg Anderson and Mr Sunen Bopitiya from Northington Partners would now attend for item 3.5.d. Moved by John Clarke, seconded by Rawinia Kamau.

## 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 on agenda items:

### 3.1 Approval of Closed Minutes and Action Register

#### 3.1.a Approval of Closed Minutes

- 3.1.b Action Register
- 3.2 Presentations
- 3.3 Strategy and Decision Making
  - 3.3.a Chair Election Process
  - 3.3.b Direct Investments
  - 3.3.c Enabling Others
- 3.4 Risk Management
  - 3.4.a Health And Safety Report
  - 3.4.b Risk Register
- 3.5 Operational Updates
  - 3.5.a CEO Closed Report
  - 3.5.b People and Culture Chairperson Update
  - 3.5.c Audit and Risk Chairperson Update
  - 3.5.d Eastland Group Update
- 3.6 Appendices

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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 Closed Minutes                      | Sections 7(2) (a) (b(ii)) (c) (f) (h) (i) (j)                       | 48(1) (a)  |
| Item 3.2.b | Action Register                                 | Sections 7 (2) (a) (b(ii)) (c) (f) (h)                              | 48(1) (a)  |
| Item 3.2.a | Presentations                                   | Sections 7(2) (b(ii)) (f) (h)                                       | 48(1) (a)  |
| Item 3.3.a | Chair Election Process                          | Section 7(2) (f)  | 48(1) (a)  |
| Item 3.3.b | Direct Investments                              | Sections 7(2) (b(ii)) (c) (f) (h) (i) (j)                           | 48(1) (a)  |
| Item 3.3.c | Enabling Others                                 | Sections 7(2) (b(ii)) (c) (f) (h) (i) (j)                           | 48(1) (a)  |
| Item 3.4.a | Health & Safety Report                          | Sections 7(2) (a) (f)   | 48(1) (a)  |
| Item 3.4.b | Risk Register                                   | Sections 7(2) (a) (f)   | 48(1) (a)  |
| Item 3.5.a | CEO Closed Report                               | Sections 7(2) (b(ii)) (c) (f) (h) (i) (j)                           | 48(1) (a)  |
| Item 3.5.b | People and Culture Chairperson Update           | Sections 7(2) (a) (f)   | 48(1) (a)  |
| Item 3.5.c | Audit and Risk chairperson update               | Sections 7(2) (f)   | 48(1) (a)  |
| Item 3.5.d | Eastland Group                                  | Sections 7(b(ii)) (h) (i)   | 48(1) (a)  |
| Item 3.6   | Appendices                                      | Sections 7(2) (b(ii)) (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   |
|---|
| <b>Section 7(2) (a)</b> To protect the privacy of natural persons, including that of deceased natural persons   |
| <b>Section 7(2) (b) (ii)</b> 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.  |
| <p><b>Section 7(2) (c)</b> 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:</p> <ul style="list-style-type: none"> <li>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</li> <li>ii. Would be likely otherwise to damage the public interest.</li> </ul> |
| <p><b>Section 7(2) (f)</b> Maintain the effective conduct of public affairs through:</p> <ul style="list-style-type: none"> <li>iii. 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</li> <li>iv. The protection of such members, officers, employees and persons from improper pressure or harassment.</li> </ul>  |
| <b>Section 7(2) (g)</b> Maintain legal professional privilege.  |
| <b>Section 7(2) (h)</b> Enable any local authority holding the information to carry on, without prejudice or disadvantage, commercial activities.   |
| <b>Section 7(2) (i)</b> Enable any local authority holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)  |
| <b>Section 7(2) (j)</b> Prevent the disclosure or use of official information for improper gain or improper advantage.  |

That the following people be permitted to remain at this meeting after the public has been excluded:

- i. Trust Tairāwhiti staff CEOA, COSSH, CFO, GMH, EA for items 3.1 – 3.6, and Angie Rangitakatu, Trust Tairāwhiti for item 3.4.a
- ii. Matanuku Mahuika, Matt Todd and Jim Quinn for item 3.5.d

because of their knowledge, which will be of assistance in relation to the matters being discussed because of their role and work performed.

The public excluded minutes follow and are not publicly available. There being no further business the public meeting closed at 09:19. These minutes were confirmed by trustees on 5 December 2023.

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CHAIR  
WILLIAM JOHN CLARKE

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