

# MINUTES FROM A MEETING OF THE EASTLAND COMMUNITY TRUST

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

Held on Monday, 4 March 2019 at 9:00 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

**IN ATTENDANCE:**

Chief Executive Officer - Gavin Murphy, Chief Financial Officer - Phil McLeod, Communications & Marketing Manager - Matt Cairns, GM Commercial – Richard Searle, GM Tourism – Adam Hughes, GM Economic Development – Steve Breen, Manager Community Engagement – Audine Grace-Kutia

**2.1 KARAKIA**

Jill Chrisp gave a Karakia to begin the meeting.

**2.2 APOLOGIES**

Te Rau Kupenga

**2.3 DECLARATION OF TRUSTEES INTERESTS:**

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

**2.4 CONFIRM AGENDA & NOTIFICATION OF LATE ITEMS**

No further items were added.

**2.5 APPROVAL OF MINUTES AND MATTERS ARISING**

The minutes of the meeting held 4 February 2019 were taken as read. It was noted that the MMC acronym on page 17 should read 'MCM'. Subject to this change, the Board **approved** the minutes of the meeting held 4 February 2019 as a true and accurate record of that meeting.

**Unanimous Approval**

**2.6 BENEFICIARIES PRESENTATIONS AND PUBLIC FORUM**

Nil.

**2.7 BOARD UPDATES**

**2.7.a. Board Meeting Schedule and Calendar 2019**

Trustees asked for Te Ha 250 dates and Trustee Appointment dates, to be added to the calendar along with a few minor adjustments to existing dates.

**Matter Arising**

**2.7.b CEO Monthly Operational Report**

The CEO spoke to his report and updated the Trustees on the activities (including financial) since the last Trustee meeting. Trustees noted the report as read.

Economic Development

The timeframe and workplan regarding housing availability was discussed. It was estimated there is 2 – 3 months of work to gather information, GMED will lead this work and it has been accounted for in the business plans and budgets.

It was noted another business that incubated in Launch! is now looking for their own office space, which is further confirmation there is a need in the region for this type of co-working space.

## Tourism

GMT and CEO met with Reuben Levermore of Air New Zealand in regard to tourism products and upcoming regional events. GMT also confirmed he is working with Te Ha regarding the upcoming activity.

Te Ha dates to be confirmed and put into Trustees diaries as soon as possible to ensure availability.

**Matter Arising**

### **2.7.c ECT Community Engagement project update/presentation**

MCE and CEA presented the new Wellbeing framework to Trustees and relayed feedback they have received from the community thus far.

Community Engagement slides to be circulated to Trustees. John Clarke to connect rural groups to community engagement team so they can reach out for feedback.

**Matters Arising**

It was noted that the Trust needs to engage with EGL in this space, and that a high-level update of this initiative should be given at the AGM. Trustees thanked the MCE and CEA for their work.

### **2.7.d Eastern Region SLSNZ Championships event summary**

The MCM updated Trustees on the direction of event sponsorship, using the recent Eastern Regional Surf Life Saving Championships as a case. The MCM also did a presentation to show images and videos from the event.

## **2.8 APPENDICES**

### **2.8.a ETNZ – Electricity Price Review snapshot**

Trustees noted this as an appendix and have taken as read.

### **2.8.b Mission Ireland – Trip debrief**

Trustees noted this as an appendix and have taken as read.

## **2.9 EXCLUSION OF PUBLIC FROM PROCEEDINGS**

### **SECTION 48 - LOCAL GOVERNMENT OFFICIAL INFORMATION AND MEETINGS ACT 1987**

Moved by John Clarke, seconded Dr. Jill Chrisp.

**Carried**

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

- Item 3.1 - Brand Progress Update (10am)
- Item 3.2 - Approval of Minutes and Matters Arising
- Item 3.3 - Action Items
- Item 3.4 - CEO Monthly Operational Report
- Item 3.5 - Eastland Group Board Update (11am)
- Item 3.6 - Strategy and Decision Making
  - Item 3.6.a - EGL SCI & Draft Response
  - Item 3.6.b - DRAFT Letter of Expectation to Activate Tairawhiti Board
  - Item 3.6.c - Budget and Business Plans 2019-20
  - Item 3.6.d - SOI as presented to GDC
  - Item 3.6.e - Distribution Decisions
  - Item 3.6.f - WGL Update
  - Item 3.6.g - Far East Update
- Item 3.7 - Activate Tairawhiti & EGL Director Interview(2pm)
- Item 3.8 - Distributions and Operational Updates
- Item 3.9 - Appendices
  - Item 3.9.a - ECT letter for ASET
  - Item 3.9.b - Chair letter to EGL Directors
  - Item 3.9.c - Wine and Food Festival Report

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	Brand Progress Update	Sections 7(2)(f)	48(1)(a)
Item 3.2	Approval of Minutes and Matters Arising	Sections 7(2)(a)(b)(c)(f)(h)(i)(j)	48(1)(a)
Item 3.3	Action Items	Sections 7(2)(c)(f)(h)	48(1)(a)
Item 3.4	CEO Monthly Operational Report	Sections 7(2)(a)(b)(c)(f)(h)(i)(j)	
Item 3.5	Eastland Group Board Update (11am)	Sections 7(2)(b)(c)(f)(h)(j)	48(1)(a)
Item 3.6	Strategy & Decision making		48(1)(a)
Item 3.6.a	EGL SCI & Draft Response	Sections 7(2)(f)(h)(i)	48(1)(a)
Item 3.6.b	DRAFT Letter of Expectation to Activate Tairawhiti Board	Sections 7(2)(f)(h)(j)	48(1)(a)
Item 3.6.c	Budget and Business Plans 2019-20	Sections 7(2)(b)(f)(h)(j)	48(1)(a)
Item 3.6.d	SOI as presented to GDC	Sections 7(2)(b)(f)(h)(j)	48(1)(a)
Item 3.6.e	Distribution Decisions	Sections 7(2)(b)(c)(j)	48(1)(a)
Item 3.6.f	WGL Update	Sections 7(2)(b)(h)(i)(j)	48(1)(a)
Item 3.6.g	Far East Update	Sections 7(2)(b)(h)(i)(j)	48(1)(a)
Item 3.7	Activate Tairawhiti & EGL Director Interview (2pm)	Sections 7(2)(b)(c)(f)(h)(i)(j)	48(1)(a)
Item 3.8	Distributions and Operational Updates	Sections 7(2)(b)(c)(i)(j)	48(1)(a)
Item 3.9.a	ECT Letter to ASET	Sections 7(2)(b)(c)(f)(i)(j)	48(1)(a)
Item 3.9.b	Chair Letter to EGL Directors	Sections 7(2)(a)(f)(h)(i)	48(1)(a)
Item 3.9.c	Wine and Food Festival Report	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:

- ii. 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.

## Content

**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) and Matt Cairns (MCM) be permitted to remain at this meeting, after the public has been excluded relating to Items 3.1 – 3.10 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 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 – 3.10 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.
- iii. That Keith Sutton (Chairman) and Matanuku Mahuika (Director) of Eastland Group Limited be permitted to remain at this meeting, after the public has been excluded relating to Item 3.5 because his presentation and knowledge will be of assistance in relation to Trust matters to be discussed.
- iv. That John Rae of Eastland Group Limited (Director) and Activate Tairawhiti Ltd (Director) be permitted to remain at this meeting, after the public has been excluded relating to Item 3.7 because his presentation and knowledge will be of assistance in relation to Trust matters to be discussed.

**Secretarial note:** There being no further open business public were excluded at 10:00 a.m. and were re-admitted at 4:50 p.m.

The public excluded minutes follow and are not publicly available. There being no further business the meeting closed at 5:00 p.m. These minutes were confirmed by Trustees on 1 April 2019.

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CHAIRMAN

P Reynolds