

The Board

BOARD PACK

for

The Board

Friday, 1 May 2020

3:00 PM

Held at:

Zoom

URL to be added

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AGENDA

THE BOARD

Name:	The Board
Date:	Friday, 1 May 2020
Time:	3:00 PM to 5:00 PM
Location:	Zoom, URL to be added
Board Members:	Pauline Lockett (Chair), Darrel Nicholas, Donna Eriwata, Graham Armstrong, Marion James, Mawhaturia White, Patsy Bodger, Rawiri Doorbar, Callum Williamson
Attendees:	Alison Trustrum-Rainey, Aroha Chamberlain, Greg Stephens, Julie Straka, Kelvin Day

1. Opening Meeting

1.1 Confirm Minutes

Supporting Documents:

1.1.a Minutes : The Board - 25 Nov 2019	5
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1.2 Apologies

No apologies have been received.

1.3 Interests Register

Supporting Documents:

1.3.a Interests Register	7
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2. Decisions and Discussions

2.1 Draft Statement of Investment Policy and Objectives

One of the primary functions of The Board is to make recommendations to the Council concerning the Council's investment policy for the Waitara Perpetual Community Fund (including recommendations about addressing the matters specified in section 105 of the Local Government Act 2002 for the purposes of section 50(1)(b)" (s37(1)(a)(i) New Plymouth District council (Waitara Lands Act) 2018).

The Board has been developing a draft Statement of Investment Policies and Objectives (SIPO) with the assistance Mr Mark Butcher (Chairman of the NPDC PIF Guardians) and the PIF Guardians. Mr Butcher will attend to discuss the draft Statement of Investment Policies and Objectives. Once satisfied with the draft, The Board will recommend to the New Plymouth District Council that the SIPO be approved.

The draft SIPO is expected to be circulated prior to the meeting.

2.2 Fund Balance

The Fund Balance at 30 March 2020 was \$6,053,968

2.3 Renaming of "The Board"

Following consultation with Te Kowhatu Tu Moana, it is recommended that "The Board" be renamed "Te Tai Pari Trust". The name means abundance (ie High Tide).

Section 37(3) of the New Plymouth District Council (Waitara Lands) Act 2018 states that "The Board may choose to name itself and may change its name at any time".

2.4 Distributions of Funds for 2019/2020

s38(2) of The New Plymouth District Council (Waitara Lands) Act 2018 requires The Board (before the day that is 9 months after the end of each financial year of the Council) to provide the Council a list of its determinations of the distribution from the annual release from the Waitara Perpetual Community Fund for that financial year.

Recommendation:

The Board advises New Plymouth District Council that it has not yet distributed any funds from the Waitara Perpetual Fund. This is due to the administrative matters that the Board has been turning its mind too.

2.5 Proposed Work Plan

Supporting Documents:

2.5.a	Draft Workplan as at 28 April 2020.pdf	8
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3. Other Business

4. Close Meeting

4.1 Close the meeting

Next meeting: No date for the next meeting has been set.

MINUTES (in Review)

THE BOARD

Name:	The Board
Date:	Monday, 25 November 2019
Time:	3:00 PM to 4:35 PM
Location:	Waitara Library and Service Centre, Waitara
Board Members:	Pauline Lockett (Chair), Callum Williamson, Darrel Nicholas, Marion James, Mawhaturia White, Patsy Bodger, Rawiri Doorbar
Attendees:	Alison Trustrum-Rainey, Aroha Chamberlain, Greg Stephens, Julie Straka, Kelvin Day
Apologies:	Graham Armstrong, Donna Eriwata
Guests/Notes:	Mark Butcher

1. Opening Karakia

1.1 Opening Karakia

Kelvin Day opened proceedings with a karakia

1.2 Interests Register

The interest register was noted.

1.3 Presentation by Mark Butcher

Mr Butcher, chairperson of the PIF Guardians provided an update on management of the New Plymouth District Council's Perpetual Investment Fund and opportunities for The Board to utilise the expertise and services of the PIF Guardians.

The PIF Guardians will work on an outline Statement of Investment Policy and Objectives (SIPO) for The Board. The outline will be workshopped with members in January.

1.4 Fund Balance

As at 30 September 2019, the balance of the fund stood at \$1,637,883.

2. Decisions and Discussions

2.1 Draft Terms of Reference

Resolved:

1. That, having considered all matters raised in the report, the draft Terms of Reference be forwarded to Te Kōwhatu Tū Moana and the New Plymouth District Council for consideration, noting that remuneration and payment of expenses is a decision of the New

Plymouth District Council.

2. That the Chairperson write to the New Plymouth District Council Chief Executive requesting that the Council cover the administrative and secretarial costs of The Board until clear policies and other documentation has been adopted.

2.2 Other matters

On 19 November 2019, Te Ara Whakamua o Whaitara wrote to The Board with a proposal to collaborate with the Board to jointly host a meeting for key stakeholders responsible for community resources and activities impacting on the Waitara Community (ECM 8197703).

The Board were supportive of the meeting, but believed that Te Ara Whakamua o Whaitara should host the meeting.

3. Closing Karakia

3.1 Closing Karakia

Kelvin Day closed the meeting with a karakia at 4.35pm.

The next formal meeting is scheduled for Monday 24 February.

A workshop for members will be held in the interim.

4. Meeting closed

4.1 Meeting close time

Next meeting: No date for the next meeting has been set.

Signature: _____

Date: _____

Interests Register

The Board

As of: 28 Apr 2020

Person	Organisation	Active Interests	Notice Date
Donna Eriwata	Nga Ringawera Otaraua Ltd	Director	31 Aug 2019
	North Taranaki Sport & Rec Inc	Trustee	31 Aug 2019
	Otaraua B2E Ahuwhenua Trust	Trustee	31 Aug 2019
	Otaraua Hapu Management Committee Inc	Trustee	31 Aug 2019
	Pukepapa 3 Reservation	Trustee	31 Aug 2019
	Te Kowhatu Tu Moana Trust	Trustee	31 Aug 2019
	Waitara SD Sections 6 & 91 Land Trust	Trustee	31 Aug 2019

The Board												
Work Plan for the 12 Months Ending 31 July 2020 - Draft Only - Updated following the Meeting held on 24 September 2019												
Activity	2019					2020						
	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	April	May	June	July
	Discovery	and	Information	Gathering		Strategy	and	Planning		Operational		
Board Meetings and Workshops	Bd	W\Shop	W\Shop	Bd		Workshop	W\Shop	Bd	Bd	Workshop	Bd	
Suggested Dates	5th	24th	21st	25th		27th	24th	23rd	20th	1st	22nd	27th
						Not held		Not held	Not held			
Annual Terms of Reference - Review												
*Feedback on Rem Investigation by NPDC				✓								
*Adoption of ToR				✓						✓		
Annual Review of Policies												
Discussion\Information for Draft Policies												
* Investment Policy and Annual Release Policy		✓	✓				✓					
* Communications\CoC Policy			✓								✓	
* Risk Profile		✓	✓								✓	
Feedback and Adoption of Policies												
* Investment\Annual Release Policies (SIPO)				✓						✓		
* Risk Profile											✓	
Options for the Management of the Fund		✓	✓				✓			✓		
Presentation from the Finance Team on NPDC Policies etc re the PIF - High Level	✓	✓	✓									
Reporting Requirements of NPDC, etc												
*Admin Support, etc		✓	✓									
*Notification regarding withdrawal of funds										✓		
Understanding Funding Activities												
* Wheelhouse Presentation												
* Discussion on Other Funders for Waitara			✓									
* Taranaki Regional Council												
* Te Kowhatu Tu Moana												
* Te Ara Whakamua o Waitara												
* New Plymouth District Council												
* TSB Community Trust												
Understanding the Legislation			✓									
Workshop with Other Potential Funders												
Development of the Strategy for the Board												
*Determination of Issues of Importance												

for Waitara											✓	
Draft Strategy for Review and Discussion												
* Adoption of a Strategy for the Board												
Name for the Board										✓		
Note:												
The Chairperson attended a workshop with other Potential Funders on the 20 February 2020. This was organised by Te Ara Whakamua o Waitara												