

SOUTH WAIRARAPA DISTRICT COUNCIL

14 OCTOBER 2020

AGENDA ITEM E1

REPORT FROM HIS WORSHIP THE MAYOR

Purpose of Report

To update Council on activities and issues which have arisen since my last report to Council.

Recommendations

His Worship the Mayor recommends that Council:

1. *Receives the Report from His Worship the Mayor.*
2. *Discuss appointment of a SWDC representative to the Destination Wairarapa Board*

1. Meeting one – Aratoi Electoral College

Meeting 1 – Date & Venue	Aratoi Electoral College appointment of interim Board Member following resignation of Sid Morgan
Key issues from meeting	Nil
Specific item/s for Council consideration	Be advised that Victoria Shaw, South Wairarapa resident, was appointed by the College for the balance of Mr Morgans term (refer to Appendix 1 for Aratoi Trust Deed and Victoria Shaw's CV).

2. Meeting two – Whanau Trust

Meeting 2– Date & Venue	Whanau Trust MTFJ progress SDWC 22-09-20
Speakers	NA
Key issues from meeting	Replacement for Alan Maxwell from February Progress on strategy for 2021 on youth placement
Specific item/s for Council consideration	Funding of Employer Liaison Role of initiative – remain with Mayor/Councillors, or defer to council officers?

3. Meeting three – Minister of Housing

Meeting 3 – Date & Venue	Minister of Housing – Hon Chris Faafoi MDC 22 Sept
Speakers	NA
Key issues from meeting	If still in Government, a desire exists to enter the social housing issue in Wairarapa
Specific item/s for Council consideration	How we encourage or make available land for the Ministry going forward

4. Meeting four – Wellington NZ

Meeting 4 – Date & Venue	Wellington NZ John Allen, new GM 05/10/20
Key issues from meeting	Issue on funding of WEDS until 31 June 2021
Specific item/s for Council consideration	Desire to allocate funding for WEDS secretarial and activities until new EDA established

5. Meeting five – Wairarapa COVID-19 Recovery Joint Committee

Minutes from a meeting of the Wairarapa COVID-19 Recovery Joint Committee held on the 31 August 2020 are attached in Appendix 2.

6. Destination Wairarapa Board

Paul Broughton, owner of C'est Cheese in Featherston, has represented the South Wairarapa District Council on the Destination Wairarapa Board for a number of years. Paul resigned in September 2020. I'd like to thank Paul for his contribution and alert councillors to our vacancy on the Board.

Remaining membership of the Board:

- Rosie Rogers - Greytown
- Sharon Garret - Featherston
- Roger Wigglesworth - Carterton
- Robin Corbett - Masterton (Transit)
- Robin Dunlop - Masterton

The Destination Wairarapa Trust Deed specifically excludes an elected member appointment and is determined as per the following extract from the Trust Deed.

8.2 The Board shall consist of the following:

- (a) Three (3) non-councillor persons appointed by the three District Councils of South Wairarapa, Carterton and Masterton within 12 months of the triennial local body elections. Such appointment shall be for a period of three years calculated from the date of the triennial local body election to the date of the next triennial local body election. The District Councils shall have the power to remove any appointee from their position and shall have the power to appoint someone in replacement thereof (including if the person resigns or dies) the replacement shall be appointed only for the period that the person they replace was appointed for.
- (b) One (1) person appointed by the Major Stakeholder. Such appointment shall be for a period of three years, or for the period of the Major Stakeholder funding, whichever is the smaller period. The Major Stakeholder shall have the power to remove any appointee from their position and shall have the power to appoint someone in replacement thereof (including if the person resigns or dies) the replacement shall be appointed only for the period that the person they replace was appointed for.
- (c) Three (3) persons elected at the AGM by the membership of the Society from nominations received from Members. (Refer Section 8. 9 Voting). The election of two members shall be for alternating three year terms, with one member retiring at each AGM and the position filled by election. The initial election (2015) for the third person will have them retiring in 2018. Each of the two current elected persons will extend their terms for one more year.
- (d) One (1) person may be appointed by the Board to provide important background and competencies required by the Board. Such appointments are to be for such period of time as the Board determines when making the appointment.

7. Other Meetings and Engagements

DATE	ENGAGEMENT	DATE	ENGAGEMENT
03-09	Dame Margaret Baisley – replacement WEDS Chair	25-09	Cape Palliser Residents Assn meeting
04-09	Wairarapa Police Promotions Board interview	29-09	3 Mayors meeting about Dark Sky commercialization n through WEDS
04-09	St Therasas Quad opening	01-10	Wairarapa Water Resilience Committee
04-09	Speech at Tauherinikau Fellowship	01-10	Pope and Grey thanks morning tea
08-09	Regional Transport Committee	02-10	Wellington Regional Skills Group speech
10-09	Chair and Deputy GTLT re going forward	02-10	Bob Petelin funeral
16/09	MSD / DOC discussion on green jobs with MTFJ	02-10	Paul Southey RE apprentices
21-09	Whanau Trust meeting MTFJ		
21-09	AGM Aged Concern		
22-09	Pahikara concept. Adam Blackwell		
22-09	Hon Chris Faafoi and Kieran McAnulty RE housing		
24-09	Tuia discussion		
24-09	WEDS Governance Group		
25-09	Zone 4 Mayoral Meeting		

8. Appendices

Appendix 1 – Aratoi Trust Deed and Victoria Shaw CV

Appendix 2 – Minutes of Wairarapa COVID-19 Recovery Joint Committee

Prepared By: His Worship the Mayor, Alex Beijen

Appendix 1 – Aratoi Trust Deed and Victoria Shaw CV



www.societies.govt.nz | 0508 SOCIETIES | 0508 762 438

Send completed forms to: Companies Office, Private Bag 92061, Victoria Street West, Auckland 1142 or processing@societies.govt.nz

Cover sheet

Variation of trust / Alteration of rules of a charitable trust board

Sections 16 and 23 Charitable Trusts Act 1957 (the Act)

NOTE | Use this form to notify the Registrar of Incorporated Societies of changes to a board's trust deed, rules or name.

1. Name of board

You can confirm the full name and registration number of the board by searching the Charitable Trust Board Register www.societies.govt.nz.
Note | If you are submitting a change of name enter the **current name** here (not the new name).

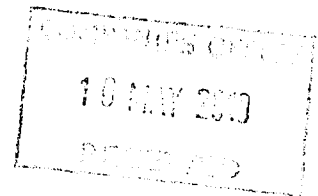
Aratoi Regional Trust

2. Registration number

666266

3. What are you changing?

- The name of the board.
- and / or**
- Administrative rules for the board*, this type of change requires an alteration of rules under section 23(2) of the Act. Complete this form to step 5. You are not required to complete the statutory declaration on page 2 for this change.
- or**
- Variation of the trust (**not** an administrative change) under section 23(1) the Act. Complete all steps on this form including the statutory declaration on page 2.



4. Complete this checklist before filing your documents

- The change(s) comply with the Act.
- I have completed all the fields on **page 1**.
- I have **attached** a copy of the alteration(s) or resolution.
- The new name of the board (if applicable) is available.
Note | The name you choose for your board cannot be identical or deceptively similar to that of another board or other body corporate. Make sure the name is available to use. For more information refer to www.societies.govt.nz.

For a **variation of the trust** please complete this checklist in addition to the requirements above.
(Please note that for a board name change or an administrative rule change the following do not need to be completed).

- I have **attached** the completed statutory declaration on page 2.
- The variation has been certified as a **correct copy** by one of the trustees, or a member of the committee or governing body of the society with the following statement: "I hereby certify that this is a correct copy of the trust deed or rules of the [Name of Trust Board]".

*This may include changes to the trustees of the board or the officers of a society and the way in which these people are appointed or cease to hold office, changes to the powers of a board, or the way meetings of the board are held, etc.

5. Your contact details

Name and postal address
 Barbara Roydhouse
 Aratoi Museum & Art History
 PO Box 468
 Masterton

Position **Chair, Aratoi Regional Trust**

[Redacted]

[Redacted]

**Cover sheet - Variation of trust / Alteration of rules
of a charitable trust board (continued)**

NOTE | Only complete this page when registering a variation of the trust under section 23(1) of the Act. You do not need to complete this declaration for an administrative change under section 23(2).

Statutory declaration supporting the registration of a variation of trust

Name of board

Aratoi Regional Trust

I,
(Your full name)

of,
(City / town)

do solemnly and sincerely declare that:

- 1. I am a trustee for the time being of this Board of Trustees and was a member of this board at the times material to this declaration.
- 2. For the purposes of s23(1)(b) of the Charitable Trusts Act 1957; there are no Variations of Trust on which this board holds property as of today's date, neither shown in the attached document nor shown in the documents lodged with the Registrar of Incorporated Societies.

AND I make this solemn declaration conscientiously believing the same to be true, and by virtue of the Oaths and Declarations Act 1957.

.....
Signature

Declared at []
this [] day of []

before me:
Justice of the Peace, Solicitor or other person
authorised to take a statutory declaration

ARATOI REGIONAL TRUST

Resolution of Trustees by Entry into the Minute Book

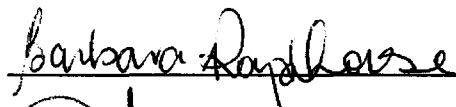
Introduction

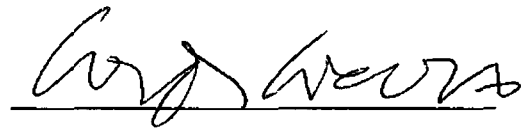
By the power vested in the trustees pursuant to clause 20.1 (*Alterations to this Deed*) of the Trust Deed, the trustees have agreed to vary the terms of the Trust to:

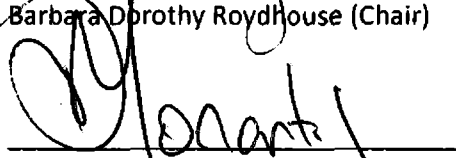
- (i) Update the Trust Deed to reflect the change of Trustees; and
- (ii) Update various outdated legislative references.

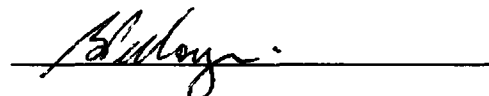
It is hereby resolved this 3 day of May 2019:

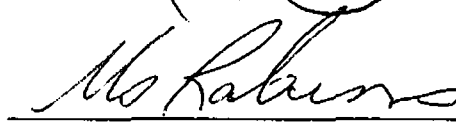
THAT the trustees amend the Trust Deed by revoking the current Trust Deed and adopting in its place the Variation of Trust Deed as presented to the Trustees and attached hereto.

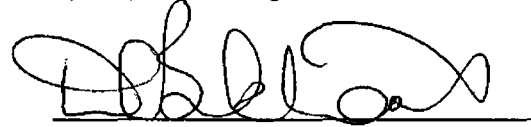

Barbara Dorothy Roydhouse (Chair)



Lydia Joyce Wevers


David John Moriarty

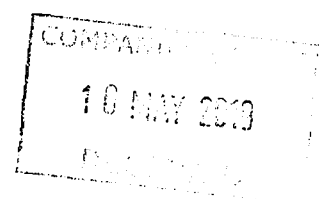

Sydney Peter Morgan


Huria Julia Louise Robens


Donna Louise Burkhart


Elizabeth Kate Johnston


Tiraumaera Carlene Te Tau



BARBARA DOROTHY ROYDHOUSE

LYDIA JOYCE WEVERS

ELIZABETH KATE JOHNSTON

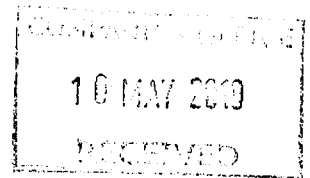
DAVID JOHN MORIARTY

HURIA JULIA LOUISE ROBENS

SYDNEY PETER MORGAN

TIRAUMAERA CARLENE TE TAU

DONNA LOUISE BURKHART



VARIATION OF TRUST DEED

ARATOI REGIONAL TRUST

I, Barbara Dorothy Roydhouse, am a trustee of the Aratoi Regional Trust and certify that this Variation of Trust Deed is a true copy of the Deed which was adopted at a meeting of the trustees on the 31st day of May 2019

BORoydhouse
.....
Signed

5 May 2019
.....
Date

THIS VARIATION OF TRUST DEED is made this day of 2019

PARTIES:

1. **BARBARA DOROTHY ROYDHOUSE**
2. **LYDIA JOYCE WEVERS**
3. **ELIZABETH KATE JOHNSTON**
4. **DAVID JOHN MORIARTY**
5. **HURIA JULIA LOUISE ROBENS**
6. **SYDNEY PETER MORGAN**
7. **TIRAUMAERA CARLENE TE TAU**
8. **DONNA LOUISE BURKHART**

BACKGROUND:

- A. By Deed of Trust dated 4 December 1995 (“the Original Trust Deed”) made by **DOROTHY MILDRED BOOTH, HELEN DASHFIELD, GAVIN GORDON McLACHLAN, GARETH DAVID WINTER, JACQUELYN WENDY WOODHOUSE, BRIAN JOSEPH BOURKE, PATRICK VALDIMAR WHITE and JAMES ALAN SADLER** as trustees, a charitable trust was established known as the Wairarapa Cultural Trust (“the Trust”).
- B. On the 5th day of February 1996 under No. WN666266 the Trust was incorporated as a charitable trust under the Charitable Trusts Act 1957.
- C. The Trustees listed as the Parties are the present trustees of the Trust.
- D. Clause 20 of the Current Trust Deed provides as follows:

20.1 “The Trustees may, from time to time, by resolution carried by a two thirds majority of the Trustees alter, revoke or amend any or all of the terms of this Deed, provided that no such alteration, revocation or amendment shall be made which detracts from the Objects of the Trust, or which may affect the charitable nature of the Trust PROVIDED HOWEVER that 21 days’ notice in writing shall be given to each Trustee of the proposed alterations and that major stakeholders be consulted.

20.2 Every such notice shall set forth the purport of the proposed alteration, addition, rescission, variation or amendment and shall be given to each Trustee by registered mail.

20.3 No alteration of the rules shall be made that may affect the charitable status of

the Trust.”

- E. The Trustees wish to exercise the power to vary the Current Trust Deed and wish to replace the whole of the Current Trust Deed with a new Trust Deed (“this Deed”)

THIS DEED RECORDS:

The whole of the Current Trust Deed is to be deleted and replaced with the following:

1. TRUST FUND

The Trustees declare that they hold all money and other property settled upon trust for those charitable purposes referred to in clause 4 of this Deed together with all other money and property which may be added to it by way of capital or income (“Trust Fund”).

2. NAME OF THE TRUST

The Trust shall be known as “Aratoi Regional Trust” or such other name as the Trustees may, by amendment to this Deed, determine from time to time.

3. OFFICE OF THE TRUST

The registered office of the Trust shall be situated at such place as determined by the Trustees from time to time.

4. OBJECTS OF THE TRUST

4.1 The objects of the Trust (“the Objects”) are:

- 4.1.1 To establish, maintain, operate and develop museums, art galleries and cultural centres for cultural purposes in the Wairarapa.
- 4.1.2 To advance and promote the arts in New Zealand and particularly in the Wairarapa.
- 4.1.3 To advance and promote Maori art craft and history in New Zealand and particularly in the Wairarapa.
- 4.1.4 To promote a sense of history and an awareness of the importance of the nation’s heritage in New Zealand and particularly in the Wairarapa.
- 4.1.5 To collect, conserve, display, research and deal with property of cultural significance or interest in accordance with the policy of the Trust from time to time.
- 4.1.6 To inform and educate the public in all matters relating to the objects of the Trust.

4.1.7 To provide a cultural focus and a resource centre for the Wairarapa.

4.1.8 To do all such things as are conducive or incidental to the attaining of the said objects or any of them.

4.1.9 To do all such things as are conducive or incidental to attaining the said objects or of any of them

4.2 **No Limitation:** The Objects of the Trust shall not, except where the context expressly requires it, be in any way limited or restricted by reference to or inference from the terms of any other clause of this Deed.

4.3 **Objects Independent:** The Trustees shall be empowered to carry out any one or more of the Objects of the Trust independently of any other object of the Trust.

4.4 **Carried out within New Zealand:** All the Objects of the Trust are to be carried out exclusively within New Zealand except where a trust beneficiary is provided with funds in New Zealand for study outside of New Zealand.

5. POWERS OF TRUSTEES

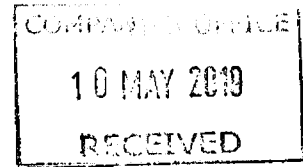
5.1 **General:** The Trustees shall act on the Trust's behalf. The Trustees shall have such powers as are conferred by the terms of this Trust Deed and as are conferred by law except that such legal power shall not be limited or restricted by any principle or construction or rule of law or statutory power except to the extent set out in this Deed. The Trustees shall exercise their powers either alone or jointly with another person or persons.

5.2 **Promotion of Objects:** The Trustees shall promote the Objects of the Trust described in clause 4 of this Deed. The Trustees shall act on behalf of and in the interests of the Trust.

5.3 **Advertise and Inform:** The Trustees shall have the power to make known and further the Objects of the Trust by advertising the manner in which the Trust Fund, or any part of it, has been, is being or will be applied, through established media and by advertising in any medium. The Trustees may also disseminate information of any nature relating to the Trust by written publication or otherwise.

5.4 **Collect Funds:** The Trustees shall have the power to collect funds and raise money by all lawful means and receive, accept, encourage and enlist financial and other contributions, subscriptions, sponsorships, donations, legacies, endowments or bequests from any source. The Trustees may also conduct fund raising campaigns in order to further the exclusively charitable Objects of the Trust.

5.5 **Receive Grants and Subsidies:** The Trustees shall have the power to receive from the New Zealand Government or any council, board, territorial authority, or body under the jurisdiction of such governmental authority or from any national or international organisation, any grant, subsidy or payment of any



kind in order to further the Objects of the Trust.

- 5.6 **Specified Trust:** The Trustees shall have the power to carry out any specified trust attaching or relating to any contribution, subscription, sponsorship, donation, legacy, endowment, bequest, grant, subsidy or payment received, to the extent such specified trust confirms with the Objects of the Trust.
- 5.7 **Apply Funds:** The Trustees shall have the power to apply any money forming part of the Trust Fund to the promotion and advancement and development of the Objects of the Trust.
- 5.8 **Invest Funds:** The Trustees shall have the power to invest any money forming part of the Trust Fund in any of the ways authorised by law for the investment of trust funds including, (if the Trustees think fit), on mortgage of land either by the Trustees alone or together with any person or persons as a contributory mortgagee.
- 5.9 **Acquire Property:** The Trustees shall have the power to acquire any real or personal property or interest in such property (whether in New Zealand or elsewhere) whether by purchase, lease, hire, exchange or otherwise and on such terms and conditions as the Trustees think fit.
- 5.10 **Sell and Reinvest:** The Trustees shall have the power to sell, join in, call in or convert all or any part of any real or personal property forming part of the Trust Fund in such manner and subject to such terms and conditions as the Trustees think fit. The Trustees may also reinvest the proceeds of such sale, calling in or conversion in such manner as they think fit.
- 5.11 **Postpone Sale:** The Trustees shall have the power to postpone the sale of any real or personal property forming part of the Trust Fund for so long as the Trustees think fit, even if such property is wasting, speculative or declining in nature.
- 5.12 **Lease:** The Trustees shall have the power to let, lease or bail to any person or persons any freehold or leasehold property or any plant or chattels or interest in any such property forming part of the Trust Fund, either from year to year or for any term or period, and for such rental, and subject to such covenants and conditions as the Trustees think fit. The Trustees may also accept surrenders of lease and tenancies and generally manage any lease or bailment as the Trustees think fit.
- 5.13 **Pay Debts:** The Trustees shall have the power to apply any income or capital of the Trust Fund in, for, or towards payment of any fees, costs, disbursements, debts or other liabilities or any part of such liabilities, owing by or in respect of the Trust Fund or incurred in connection with the trusts of this Deed. Such power shall apply whether or not the liabilities are charged upon the Trust Fund or on any part of it, and whether or not the Trustees are contractually or otherwise legally liable for the payment of the fees, costs, disbursements, debts or other liabilities.
- 5.14 **Acquire or Carry on Business:** The Trustees shall have the power to establish,

acquire, carry on, or join in carrying on, or franchise any business or venture of any nature or any interest in such business or venture, from any person, or to commence, enter into, or to form any entity whether incorporated or not to enter into, or carry on or be engaged or concerned in any business or venture. This power applies whether or not such business or venture was carrying on at the time of execution of this Deed and may be applied for such period or periods, and in such manner as the Trustees think fit, either alone or in partnership or otherwise with any other person or persons. This power includes the power to do or join in doing all things which the Trustees consider necessary, expedient or desirable in connection with such business or venture including without limitation:

- (a) employing or contracting such managers, employees, contractors, agents and others as the Trustees think fit, on terms and conditions as they think;
- (b) using and employing the whole or any part of the capital or income of both, of the Trust Fund;
- (c) advancing to or employing any additional capital or income of the Trust Fund which the Trustees consider advisable to effectively carry on the business;
- (d) managing or joining in the management;
- (e) withdrawing money from such business or venture.

5.15 Establish Reserve Fund: The Trustees shall have the power to establish and subscribe to any depreciation or reserve fund for any purpose the Trustees deem advisable and to determine in their discretion whether that fund is income or capital.

5.16 Join in Partition: The Trustees shall have the power to consent to and join in the partition of any assets in which the Trust Fund is interested and to take a transfer of a divided or undivided share or interest in any such assets.

5.17 Maintain Property: The Trustees shall have the power generally to maintain, manage, repair, improve or develop any real or personal property, or any interest, which forms part of the Trust Fund in such manner as the Trustees think fit.

5.18 Companies: The Trustees shall have the power in respect of any company or companies in which the Trustees hold or are entitled to or propose to hold shares or debenture:

- (a) to pay calls on shares
- (b) to act as an officer or officers, employee or employees of the company, either alone or in conjunction with others;
- (c) to appoint any person to act as a director of any company and of necessary

to transfer to such person a sufficient number of shares to be held by them in trust for the Trustees to qualify such person as a director;

- (d) to provide out of the Trust Fund, capital or further capital for the company whether by advances or loans (with or without security) by deposit on current account or otherwise, by guarantees (with or without security) or by taking shares or further shares or in such other manner and on such terms as the Trustees think fit;
- (e) in any liquidation, reconstruction, or amalgamation of the company to:
 - (i) concur on such terms as the Trustees think fit or on the terms of any surrender of rights attaching to all or any shares;
 - (ii) exercise in such manner as the Trustees think fit any powers by which the rules of the company vest in the Trustees as directors or members of the company;
 - (iii) accept fully paid or partly paid up shares or debentures or other interests in or securities of any company as the consideration (or partial consideration);
 - (iv) generally act in relation to the company in such manner as the Trustees think fit.

5.19 **Borrow:** The Trustees shall have the power to borrow or raise any moneys on mortgage or overdraft or otherwise, with or without security, from any person or person as such rate of interest and on such terms and conditions as the Trustees think fit. The Trustees shall also have the power to sign any mortgage, deed, charge, arrangement or other document in connection with such borrowing.

5.20 **Guarantee:** The Trustees shall have the power to enter into, or join in entering, any guarantee by the Trustees alone or together with any person or persons, the giving of which the Trustees consider is in the interests (direct or indirect) of the Trust Fund or the promotion of the exclusively charitable objects of the Trust. The Trustees also have the power to authorise any company in which the Trustees hold shares to enter into such a guarantee or to enter into any other arrangement which the Trustees consider is in the interests of the Trust Fund or the promotion of the exclusively charitable objects of the Trust Fund.

5.21 **Give Security:** The Trustees shall have the power to give security, whether alone or together with any other person or persons, the giving of which the Trustees shall consider to be in the interests (direct or indirect) of the Trust Fund or of the promotion of the Objects or the exclusively charitable objects of the Trust. The Trustees also have the power to authorise any company in which the Trustees hold shares to give such security.

5.22 **Settle Accounts:** The Trustees shall have the power to agree and settle accounts with all persons liable to account to the Trustees and to compromise questions relating to the Trust Fund and to grant receipts, discharges and

releases from such accounts.

- 5.23 **Appoint Agents:** The Trustees shall have the power to instruct and pay any person to transact all or any business or do any act required to be transacted or done in the execution of the trusts of this Deed including the receipt and payment of money. The Trustees shall not be responsible for any default of any such person appointed in good faith or for any loss occasioned by such person's instruction.
- 5.24 **Delegate:** The Trustees shall have the power to delegate any of its powers to any Trustee or Trustees, or person or persons (including a committee or an employee), provided that such delegation shall be recorded in writing by the Trustees.
- 5.25 **Make Policies, Rules etc:** The Trustees shall have the power to make policies, rules, guidelines and other determinations in governing the Trust.
- 5.26 **Bank Accounts:** The Trustees shall have the power to open or maintain such current or other accounts at such banks or other institutions and in such manner as the Trustees from time to time determine.
- 5.27 **Amalgamate or Merge:** The Trustees shall have the power to amalgamate or merge the Trust with any other exclusively charitable trust or organisation and to transfer all or part of the Trust Fund to such amalgamated or merged trust.
- 5.28 **Insure:** The Trustees shall have the power to insure against loss or damage by any cause of any insurable property forming part of the Trust Fund, and to insure against any risk or liability against which it would be prudent for a person to insure if they were acting for themselves, for such amounts and on such terms as the Trustees may from time to time think fit.
- 5.29 **Contributions:** The Trustees shall have the power to make payment and contribute to any charitable or other trust having substantially similar objects as the Objects of this Trust.
- 5.30 **Statutory Authorisation:** The Trustees shall have the power to do all or any of the things which they are authorised to so by the Trustees Act 1956.
- 5.31 **General:** The Trustees shall have the power to do all such other things as in the opinion of the Trustees are incidental or conducive to the attainment of the Objects of the Trust.
- 5.32 **Exercise Powers Independently:** None of the powers conferred on the Trustees by clause 5 or otherwise shall be deemed subsidiary or ancillary to any other power and the Trustees shall be entitled to exercise all or any of them independently of each other.

6. PUBLIC DONATIONS

Any donations or gifts of money within the meaning of section DB 41 or section LD 3 of the Income Tax Act 2007 made to the Trustees for the Objects of the

Trust shall be placed in a fund established and maintained by the Trustees exclusively for those Objects carried out within New Zealand.

7. ADMINISTRATION OF THE TRUST

The Trust shall be governed by a Board of Trustees comprising the Trustees for the time being of the Trust.

8. COMPOSITION OF BOARD OF TRUSTEES

8.1 Board of Trustees: The Board of Trustees shall comprise of no less than five (5) and no greater than eight (8) trustees.

8.2 Appointment of Trustees:

8.2.1 The Trustees shall be appointed by an Electoral College. The Electoral College shall comprise of:

- (a) The Mayor of the Masterton District Council;
- (b) The Deputy Mayor of the Masterton District Council;
- (c) The Mayor of the Carterton District Council;
- (d) The Mayor of the South Wairarapa District Council;
- (e) The Chair of the Masterton Trust Lands Trust;
- (f) The Deputy Chair of the Masterton Trust Lands Trust;
- (g) The Chair of the Trust House Charitable Trust;
- (h) The Chair of the Aratoi Regional Trust;
- (i) The Chair of the Friends of Aratoi
- (j) The Chair of Ngati Kahungunu Ki Wairarapa;
- (k) The Chair of Rangitāne o Wairarapa.

8.2.2 Where an Electoral College member is unable to attend a meeting or is ineligible (through already being a trustee) then they may appoint a delegate, in writing, to attend the functions of the Electoral College member during their non-availability or ineligibility.

8.2.3 Two trustees (called “the Iwi Representatives”) shall be appointed, one by the Chairperson of Ngati Kahungunu and one by the Chairperson of Rangitāne o Wairarapa (i.e. one representative from each iwi). The Iwi Representatives shall be appointed by written notice, to the Chairperson of the Aratoi Regional Trust Board. Together with all other grounds for removal of a trustee, as set out in this deed, the Iwi

Representatives may also be removed by their respective iwi by the said iwi giving written notice to the Chairperson of the Aratoi Regional Trust Board. The Iwi Representatives are bound by and subject to all the rules, regulations, duties, obligations and responsibilities of all trustees pursuant to the provisions of this Trust Deed. The appointment of the Iwi Representatives is not a requirement for the Trust to be able to carry on its usual business. Clause 8.5 shall not apply to an Iwi Representative.

- 8.2.4 Where the Trustees determine that a particular skill, e.g. an in depth knowledge and understanding of Maoritanga, is required to enable them to discharge their responsibilities, and that skill is not present among the existing Trustees, the Chair may request the Electoral College to make such an appointment provided it does not increase the size of the board beyond that provided for in clause 8.1.
- 8.2.5 When the Electoral College appoints new members to the Board of Trustees an independent person may manage the process and an appointments committee consisting of a minimum of 3 people may be formed to call for prospective Trustees, interview candidates and make recommendations to the Electoral College. For the avoidance of doubt, the Electoral College is not required to follow the recommendations of the appointments committee.
- 8.2.6 The Electoral College can vote on prospective trustees/candidates in writing by facsimile or other form of visible or electronic communication which shall be valid as effectual as if it had been voted upon in person at a meeting of the trustees.
- 8.2.7 Each of the organisations listed in clause 8.2.1(a) to (k) shall be invited in writing by the Chairperson of the Trust to notify the Chairperson of its representative on the Electoral College. The request by the Chairperson shall specify a date by which the organisation's appointed representative must be notified to the chairperson.
- 8.2.8 If any of the organisations listed in clause 8.2.1(a) to (k) fail to notify the Chairperson of its representative for the Electoral College by the specified date, or such other agreed date, the remaining members of the Electoral College shall appoint such number of persons, with the experience and skills as are necessary to ensure there are at least seven (7) persons comprising the Electoral College in respect of any appointment of any trustee made under clause 8.4 of this Deed.

8.2.9 Of the minimum of seven (7) persons comprising the Electoral College under clause 8.2.7, the number of appointees from clause 8.2.1(e) to (k), must be greater than the number of appointees from clause 8.2.1(a) to (d).

8.3 **Appointment of Patron:** The trustees will appoint a Patron of the Aratoi Museum of Art and History in consultation with the Committee of the Friends and the Aratoi Foundation. The Patron is an honorary position. The role of the Patron is to confer mana and to support Aratoi.

8.4 **Appointment of Chair:**

8.4.1 The Electoral College is to be convened and Chaired by the Mayor of Masterton for the time being.

8.4.2 The Electoral College shall decide on the candidate to fill a vacant Trustee's position through the following process:

(a) The Chair of the Electoral College shall inform Electoral College members of all candidates, including their CVs, their submissions of qualification for the vacant position.

(b) The Electoral College shall shortlist and interview candidates.

8.4.3 Upon the Electoral College determining the person to be appointed to fill a vacancy in the office of a Trustee, it shall notify the Chairperson of such appointment. The appointment shall be minuted at the next meeting of the Trustees. The Chairperson shall also record such appointment in a memorandum which shall be executed by the Chairperson either in the presence of that meeting or at any time after that meeting and witnessed by two or more witnesses, in accordance with section 4 of the Charitable Trusts Act 1957

8.5 **Term of Office:**

8.5.1 The term of office of every Trustee shall be six years unless they resign or are removed in accordance with this Deed. Trustees may offer themselves for reappointment by the Electoral College for a further one consecutive term of office.

8.5.2 The terms of office of the Trustees shall be rotated so that at least three of the Trustees' term of office expires every three years.

8.5.3 A Trustee, after serving two consecutive terms, cannot offer themselves for re-election until at least twelve months has passed since they ceased to hold office.

8.5.4 The powers of the Trust are not affected by any vacancy in its membership.

8.6 **Chairperson:** The Trustees shall annually determine from amongst their

number who shall be the chairperson of the Board of Trustees. The chairperson shall hold office for a period of one (1) year from their appointment, or such other period as determined by the Trustees, and shall be eligible for re-election in each year.

8.7 Eligibility to be a Trustee: The following persons shall not be eligible for appointment, or to remain in office, as a Trustee:

- (a) **Bankrupt:** a person who has been adjudged bankrupt who has not obtained a final order of discharge or whose order of discharge has been suspended for a term not yet expired, or is subject to a condition not yet fulfilled, or to any order under section 111 of the Insolvency Act;
- (b) **Conviction:** a person who has been convicted of any offence punishable by a term of imprisonment of two or more years unless that person has obtained a pardon or has served the sentence or otherwise suffered the sentence imposed on them;
- (c) **Imprisonment:** a person who has been sentenced to imprisonment for any offence unless that person has obtained a pardon or has served the sentence or otherwise suffered the sentence imposed on them;
- (d) **Disqualified Director:** a person who is prohibited from being a director or promoter of or being concerned or taking part in the management of a company under section 382 or section 383 or section 385 of the Companies Act 1993;
- (e) **Property Order:** a person who is subject to a property order made under section 30 or section 31 or the Protection of Personal and Property Rights Act 1988;

and if any of the above events occur to an existing Trustee, they shall be deemed to have vacated their office upon such event.

8.8 Vacancies of Trustees: Where a Trustee ceases to hold office under this Deed, the Electoral College may fill that vacancy with any person. Such an appointment adopts the term of office of the vacating Trustee.

8.9 Resignation: Any Trustee may resign from the Trust by giving no less than 30 days written notice to the remaining Trustees and such notice shall take effect from the date specified in the notice or, if there is no date specified, upon the expiry of 30 days from the date the letter was sent.

8.10 Removal from Office: The Trustees shall remove any one or more of their number if any of the circumstances in clauses 8.7 occur or if they resolve to do so by all Trustees, other than the Trustee being removed, voting in favour.

8.11 Ceasing to Hold Office: In addition to the power to remove Trustees (under clause 8.10), the vacation of office on certain events occurring (clause 8.7) and

the right of a Trustee to resign from office (under clause 8.9), the following circumstances shall also result in a vacancy in a Trustee's term of office:

- (a) **Failure to Attend:** A Trustee who fails to attend two consecutive meetings of the Board of Trustees without prior written notice and reasonable explanation (as determined by the other Trustees) shall be deemed to have vacated their office.
- (b) **Death:** *Upon the death of a Trustee their position shall be deemed to be vacant.*

8.12 Recording: Upon every appointment, reappointment, removal or cessation of office of any Trustee, the Trustees shall record such fact in the minute book of the Trust.

9. MEETINGS OF THE TRUSTEES

9.1 Time & Place for Meetings: The Trustees shall meet at such places and times, and in such manner, as they determine. The Chairperson shall chair Trustee meetings, or in his/her absence any other Trustee as determined by the Trustees.

9.2 Facsimile/Email Resolutions: A resolution in writing, signed or assented to by facsimile, or other form of visible or other electronic communication by the Trustees shall be as valid and effectual as if it had been passed at a meeting of the Trustees. Any such resolution may consist of several documents in like form each signed by one or more Trustees.

9.3 Meetings by Tele-Conference etc: A meeting of the Trustees may be held where one or more of the Trustees is not physically present at the meeting, provided that:

- (a) all persons participating in the meeting are able to communicate with each other effectively, simultaneously and instantaneously whether by means of telephone or other form of communication;
- (b) notice of the meeting is given to all the Trustees in accordance with the procedures agreed from time to time by the Trustees and such notice specifies that Trustees are not required to be present in person at the meeting;
- (c) if a failure in communications prevents clause 9.3(a) from being satisfied and such failure results in the quorum not being met, the meeting shall be suspended until condition (a) is satisfied again. If such condition is not satisfied within 15 minutes from the interruption the meeting shall be deemed to have terminated or adjourned.

9.4 Any meeting held where one or more of the Trustees is not physically present shall be deemed to be held at the place specified in the notice of meeting provided a Trustee is present at such place. If no Trustee is present at such place the meeting shall be deemed to be held at the place where the Chairperson of

the meeting is located.

10. ADMINISTRATION

- 10.1 **Quorum:** A quorum of four (4) Trustees is required for all meetings of the Trustees.
- 10.2 **Voting:** Each Trustee present at a meeting shall be entitled to one (1) vote.
- 10.3 **Majority Decisions:** Except as otherwise provided in this Deed, all resolutions passed at a meeting of the Trustees shall be by a majority of Trustees present at the meeting and any such resolution shall be binding on all Trustees. The Chairperson shall have a deliberative (or original) vote as well as a casting vote in the event of a tie or equality of votes.
- 10.4 **Conflicts of Interest:** If any Trustee has or may have a conflict of interest (as determined by the Trustees), that Conflict of Interest shall be recorded in the Minute Book. S/he may participate in the deliberations affecting the matter but s/he shall not vote on such matter and shall leave the meeting for any such vote, unless stated otherwise in this Deed.
- 10.5 **Minutes:** A minute book shall be provided and kept by the Trustees. Minutes of the proceedings of all meetings of the Trustees shall be prepared and entered in the minute book, and if confirmed at a subsequent meeting of the Trustees, shall be signed by the Chairperson as a true and correct record.
- 10.6 **Bank Accounts:** The Trustees shall keep an account or accounts at such bank or banks or financial institutions as they shall from time to time determine. Cheques and other debits from the account or accounts shall be signed by such person or persons as the Trustees shall from time to time authorise in writing.
- 10.7 **Accounts and Audit:** The Trustees shall keep full and correct records and accounts of all of their receipts, credits, payments, assets, liabilities and transactions and all other matters necessary for the showing the true state and condition of the Trust. As soon as practicable after the end of each financial year (being the year or any other accounting period ending on 30 June or any other date adopted from time to time by the Trustees as the end of the Trust's financial year) ("Financial Year"), the Trustees shall ensure that financial statements are prepared including a statement of position, a statement of financial performance and notes to those statements giving a true and fair view of the financial position of the Trust for that Financial Year. Such financial statements shall be audited by a chartered accountant appointed for that purpose by the Trustees, as the Trustees determine.
- 10.8 **Execution of Documents:** Subject to clause 10.9, all documents required to be executed by the Trustees shall be deemed to be validly executed and binding if those documents have been entered into and executed by the authority of the Trustees previously given and signed by at least two (2) Trustees or any other person appointed by the Trustees for that purpose.
- 10.9 **Affixing Seal:** The Trustees shall have a common seal which shall be held by a

Trustee or other person nominated by the Trustees, and shall be affixed by the authority of the Trustees previously given to any document requiring execution by the Trust. Every such affixing shall be performed in the presence of, and accompanied by the signatures of, two (2) Trustees.

- 10.10 **Tax Returns:** The Trustees shall ensure that all necessary tax accounts, returns, reports, declarations, notices, certificates, reconciliations and other information required by the Inland Revenue Departments are prepared and filed so as to allow the Trust to retain its agreed status for taxation purposes.
- 10.11 **Notices:** Any notice to be given to the Trustees under this Deed shall be in writing signed by the person or persons giving the notice and served at the registered office of the Trust. Any such notice or document shall be deemed to be duly given:
- (a) **By hand:** if delivered by hand, when so delivered;
 - (b) **By facsimile:** if delivered by facsimile, when receipt is confirmed;
 - (c) **By email:** if delivered by email, when receipt is confirmed;
 - (d) **By post:** if delivered by post, on the third working day after posting.

11. ANNUAL AND OTHER MEETINGS

- 11.1 The financial year of the Trust shall run from 1 July to 30 June in the following year and financial statements for the year immediately passed shall be tabled as soon as may be conveniently possible following each June 30
- 11.2 The annual general meeting of the Trust shall be held no earlier than 1 August and no later than 31 December in each year and no less than seven days notice in writing of the annual general meeting shall be given to each Trustee.
- 11.3 At the annual general meeting a report on the activities of the Trust shall be presented to the meeting, together with an audited statement of financial performance and an audited statement of financial position of the Trust in respect of the financial year then passed.
- 11.4 The chairperson or any three Trustees jointly, may call an extraordinary meeting of the Trust upon giving not less than seven days notice of such meeting to each Trustee. The notice of the meeting shall state the business to be transacted at the meeting.
- 11.5 If a quorum for a meeting is not present within 30 minutes after the time appointed for the meeting, then the meeting is adjourned to the same day in the following week at the same time and place, or to such other date, time, and place as the Chairperson may appoint, and, if, at the adjourned meeting, the quorum is not present within 15 minutes after the time appointed for the meeting, the Trustees present shall constitute a quorum.
- 11.6 A Trustee unable to attend any meeting, shall not be entitled to appoint an

alternate or a proxy.

12. STAFF

12.1 **Appointment:** The Trustees may employ a 'chief executive' or equivalent on such terms as they consider appropriate and delegate such of their powers and authorities to that position as they deem appropriate including the employment of other staff, contractors and other agents.

12.2 **Attendance at Trustees' Meetings:** Staff employed under clause 12.1 may be required to attend meetings of the Trustees but shall not be entitled to vote.

13. TRUSTEES' LIABILITY

13.1 **Liability for Loss:** No Trustee shall be liable for any loss to the Trust Fund arising:

- (a) **Investment:** by reason of any improper or imprudent investment made by any Trustee in good faith;
- (b) **Agent:** from the negligence or fraud or delay of any agent instructed by any Trustee in good faith;
- (c) **Mistake:** by reason of any mistake or omission made by any Trustee in good faith;
- (d) **Delay:** by reason of any delay caused by any Trustee;
- (e) **Deposit of Funds:** by reason of all or part of the Trust Fund being lawfully deposited in the hands of any banker or solicitor;
- (f) **Security:** by reason of the insufficiency or deficiency of any security upon which all or part of the Trust Fund may be invested;
- (g) **General:** by any other act of any Trustee;

unless attributable to that Trustee's own dishonesty or to the wilful commission or omission of any act known by that Trustee to be in breach of trust.

13.2 **Trustee Act 1956:** Subject to clause 13.1, the care, diligence and skill to be exercised by the Trustees shall not be that required by sections 13B or 13C of the Trustee Act 1956 but shall at all times be the care, diligence and skill required that a prudent person of business would exercise in managing the affairs of others, even though the Trustees may from time to time include persons whose profession, employment or business is or includes acting as a trustee or investing money on behalf of others.

13.3 **Proceedings:** No Trustee shall be bound to take, or be liable for their failure to take, any proceedings against another Trustee or Trustees for any breach or alleged breach of trust committed by such other Trustee or Trustees.

13.4 **Receipt of Monies:** Subject to clauses 13.1 and 13.2, a Trustee shall be

chargeable only for such monies as shall actually have been received by that Trustee. For the purpose of this subclause, a Trustee shall be deemed to have received monies even if not actually paid to that Trustee if those monies have been credited in any account, reinvested, accumulated, capitalised, carried to any reserve, sinking or insurance fund, or otherwise dealt with on that Trustee's behalf.

14. RESTRICTIONS ON BENEFIT FROM THE TRUST

- 14.1 No determination of Income:** Where the Trustees carry on or engage in any business by, or on behalf of, or for the benefit of, the Trustees upon the trusts of this Deed, no person as defined in section CB 4(1)(e)(i) to (iv) (Non-Profit Bodies and Charities Exempt from income) of the Income Tax Act 1994, shall by virtue of that capacity and within the ambit and scope of that section in anyway (whether directly or indirectly) determine, or materially influence the determination of, the nature or the amount of any benefit or advantage (whether or not convertible into money) or any income of the kinds referred to in sections BB 4, CC 1, CD 1, CD 2, CE 1, CE 3, CF 1, CG 1 and CH 1 of the Income Tax Act 1994 able to be received, gained, achieved, afforded or derived by that person, from that business or the circumstances in which that benefit or advantage or income is to be so received, gained, achieved, afforded or derived.
- 14.2 No Non - Exempt Derivation:** Nothing in this Deed shall authorise the derivation of income to which section CB 4(1) (e) of the Income Tax Act 1994 applies and which is excluded from exemption from income tax by that section of the Act.
- 14.3 References:** Legislative references in this clause shall be read as references to any amendments, re-enactments and replacement thereof.

15. TRUSTEES' REMUNERATION AND EXPENSES

- 15.1 Expenses:** Each Trustee shall be entitled to be indemnified against, and reimbursed for, all travelling, accommodation and other expenses properly incurred by them in attending to and returning from meetings or in connection with the trusts of this Deed as determined by the Trustees. The Trustees shall be entitled to meet expenses at a level to be determined by the Trustees from time to time subject to such reimbursement arrangement being acceptable to Inland Revenue with respect to the Trust's charitable status.

16. RESETTLEMENT OF TRUST

- 16.1** The Trustees have the power to declare by way of resettlement such trusts (together with any conditions, limitations, and provisions to be carried out at the discretion of the Trustees or any person or persons) for the advancement or benefit of any charitable objects or the Objects and in respect of the whole or any part or parts of the income or capital of the Trust Fund that has not been irrevocably paid or applied under the provision of this Deed in favour of any charitable object in New Zealand as the Trustees in their discretion thinks fit.

16.2 The approval of Inland Revenue must be obtained prior to any re-settlement so that the Trustees determine there are no adverse tax consequences.

17. INDEMNITY

Each Trustee shall be indemnified out of the Trust Fund for and in respect of any loss or liability which such Trustee may sustain or incur by reason of the carrying out or omission of any function, duty or power of the Trustees under this Deed, unless such loss or liability is attributable to such Trustee's dishonesty or to the wilful commission or omission by such Trustee of an act known by such Trustee to be a breach of trust.

18. NO PRIVATE PECUNIARY PROFIT

Nothing expressed or implied in this Deed shall permit the activities of the Trustees, or any business carried on by or on behalf of or for the benefit of the Trustees upon the trusts of this Deed, to be carried on for the private pecuniary profit of any individual.

19. INCORPORATION

The Trustees shall ensure the Trust remains registered as an incorporated Trust under and in compliance with the Charitable Trusts Act 1957.

20. ALTERATIONS TO THIS DEED

20.1 The Trustees may, from time to time, by resolution carried by a two thirds majority of the Trustees alter, revoke or amend any or all of the terms of this Deed, provided that no such alteration, revocation or amendment shall be made which detracts from the Objects of the Trust, or which may affect the charitable nature of the Trust PROVIDED HOWEVER that 21 days' notice in writing shall be given to each Trustee of the proposed alterations and that major stakeholders be consulted.

20.2 Every such notice shall set forth the purport of the proposed alteration, addition, rescission, variation or amendment and shall be given to each Trustee by registered mail.

20.3 No alteration of the rules shall be made that may affect the charitable status of the Trust.

21. LIQUIDATION/DISSOLUTION

21.1 **Resolution:** The Trust may be wound up or dissolved upon a unanimous resolution of all the Trustees at a meeting of the Trustees called for that purpose. There shall be no less than thirty (30) days' notice given of such meeting to the Trustees.

21.2 **Surplus Property:** On the winding up of the Trust or its dissolution by the Registrar of the High Court under the Charitable Trusts Act 1957, all surplus assets after the payment of costs, debts and liabilities shall be given to such

exclusively charitable organisation within New Zealand as the Trustees decide, or, if the Trustees are unable to make such decision, shall be disposed of in accordance with the directions of the High Court under section 27 of the Charitable Trusts Act.

22 GOVERNING LAW

The Trust shall be governed by and construed in accordance with the laws of New Zealand.

Victoria Shaw

Objective

I pride myself in my passion for service and giving my all in everything I do. I was devoted to the hospitality industry and did everything in my power to ensure that everyone that who lives in or visits New Zealand had the best possible experience.

I am now a devoted Mother and Office Administrator of our Earthmoving business, but I still hold the same drive to ensure I bring the best I can to these roles and the various voluntary roles I hold.

Experience

May 2011 – Present

[J B Earthmoving Ltd](#)

Greytown

Office Administrator (Part-time)

- Set up all accounting & payroll systems
 - Manage Creditor, debtor & payroll functions
 - Formulate Employee contracts
 - Write & enforce health & safety policies
 - Sales & marketing
-

July 2010 – May 2011

[Maternity leave.](#)

July 2001 – June 2010

[Eichardt's Private Hotel](#)

Queenstown

General Manager

- Total redevelopment and opening of the hotel after the 1999 floods
- Day to day operation of the hotel and Lakefront Cottage
- Development of all processes and procedures for the hotel
- Sales and marketing
- Human resource functions
- Guest liaison
- All aspects of legal compliance
- Budget development and implementation

Achievements

- Member of Small Luxury Hotel since before opening
 - 5 Star Qualmark
 - HM Awards – Regional hotel finalist
 - Conde Nast Traveller Hot list
 - Andrew Harper Grand Award
 - New Zealand Tourism Award Finalist
 - Andrew Harper Best new small hotel
-

1998 – 2001

[Wharekauhau](#)

Palliser Bay

Chef/Assistant Manager onto General Manager

- Day to day management of the property
- All sales and marketing activity
- Human Resource functions
- Budget development and implementation
- Guest activity coordination
- Menu design and wine list development

Achievements

- New Zealand Tourism Award winner
 - Andrew Harper Grand Award winner –twice
 - Conde Nast Traveller Hot list
-

1997

[Wharekauhau Country Estate](#)

Palliser Bay

- Worked with the project managers in the redevelopment of Wharekauhau from a family run Lodge to a ten suite Luxury Lodge.
- Development of systems and structures for the new lodge
- Sale and marketing activities for the new lodge

Education

1997

Wellington Polytechnic

Wellington

- NZQA 753 Trade Certificate in professional cookery
-

1995 - 1996

Central Institute of Technology

Trentham

- NZQA 752 Basic Cookery and Professional Restaurant Service
 - NZQA 751 General Catering
-

1990 – 1993

Massey University

Palmerston North

- Bachelor of Business Studies
 - Human Resource Management
- Diploma of Business Studies
 - Travel and Tourism (three papers completed)

Past Professional Memberships

[New Zealand Hotel Council](#)

- National board member
- Chairperson for Queenstown region

[Destination Queenstown](#)

- Member of the Strategic Review Board

[Skal International](#)

- Vice president and Secretary for the Queenstown Club 3 years
- Subcommittee for the 2009 National Assembly

[Tourism Industry Association](#)

- Member of the Pure Luxury Advisory Board for the 2007 & 8 events

Voluntary Positions

- Chairperson BOT **Kahutara Primary School** 2019 – Present
- Secartery **Tuhirangi JAB Rugby** 2018 – Present
- Vice Chair KPC **Kahutara Primary School (Fundraising group)** 2015 – Present
- Manager/photographer **Tuhirangi U6, U8 Rugby teams** 2018 – 2019
- Coordinator **Kahutara MOE accredited playgroup** 2015 – 2019
- Committee member **Eli Honeysett fundraising group** 2017
- Committee member **Trinity Schools Century Celebrations** 2013 – 2014
 - Subcommittee Fundraising
Liquor licencing & purchasing

Interests

Cooking
Photography
Walking

Jet boating
My boys Sports

References

Available on request.

Appendix 2 – Minutes of Wairarapa COVID-19 Recovery Joint Committee



WAIRARAPA COVID-19 RECOVERY JOINT COMMITTEE Minutes from 31 August 2020

Present:	Mayor Alex Beijen (SWDC) Chairperson, Greg Lang (CDC) Deputy Chairperson, Mayor Lyn Patterson (MDC), Cr Brent Gare (MDC), Cr Rebecca Vergunst (CDC), Robin Potangaroa (Ngāti Kahungunu). Hera Edwards (Ngāti Kahungunu) via audio-visual conference.
Officers In Attendance:	Dave Gittings (Wairarapa Recovery Manager), Harry Wilson (SWDC Chief Executive), Kim Rudman (Alternate Wairarapa Recovery Manager SWDC), Suzanne Clark (Committee Advisor). Kathryn Ross (MDC Chief Executive) and Shanna Vatselias (Communications and Marketing Manager MDC) via audio-visual conference.
Conduct of Business:	The meeting was held in the Supper Room, Waihinga Centre, Texas Street, Martinborough and was conducted in public between 2:30pm and 3:06pm.

Open Section

Mr Potangaroa opened with a karakia.

A1. Apologies

WAIRARAPA COVID-19 RECOVERY JOINT COMMITTEE RESOLVED (WRJC2020/06) to accept apologies from Cr Fox.

(Moved Cr Gare/Seconded Mr Potangaroa)

Carried

A2. Conflicts of Interest

There were no conflicts of interest declared.

A3. Public Participation

There was no public participation.

A4. Actions from Public Participation

There were no actions from public participation.

DISCLAIMER

Until confirmed as a true and correct record, at a subsequent meeting, the minutes of this meeting should not be relied on as to their correctness

A5. Minutes for Confirmation

WAIRARAPA COVID-19 RECOVERY JOINT COMMITTEE RESOLVED (WRJC2020/07)
that the minutes of the Wairarapa COVID-19 Recovery Joint Committee meeting held on 27 July 2020 are a true and correct record subject.

(Moved Mr Potangaroa/Seconded Mayor Patterson)

Carried

A6. Extraordinary Business

There was no extraordinary business.

B Decision Reports

B1. Recovery Plan Report

Mr Gittings advised that the social sector is where the Wairarapa councils could have the most local influence, but invited direction on including an environmental focus.

Members received updates on open action items, discussed integration of the Wairarapa COVID recovery and community wellbeings into the three councils’ long term plans, availability of unemployment and economic data, various aspects of the planned survey and traction of the Wairarapa Recovery website.

Social coordination was progressing via the Connecting Communities network.

WAIRARAPA COVID-19 RECOVERY JOINT COMMITTEE RESOLVED (WRJC2020/08):

- 1. To receive the Recovery Plan Report.

(Moved Mayor Lang/Seconded Cr Gare)

Carried

- 2. To endorse the coordination of Wairarapa Community Networks to support the Leaders Group Forum.

(Moved Mayor Patterson/Seconded Cr Vergunst)

Carried

- 3. To endorse the implementation of an on-line survey.

(Moved Mayor Beijen/Seconded Mr Potangaroa)

Carried

- 4. To agree to move the committee meetings to be held quarterly.

(Moved Mayor Beijen/Seconded Mayor Patterson)

Carried

- 5. Action 1: Review what the Auditor General’s advice is on integrating wellbeing and COVID-19 recovery into council’s long term plans, and advise the Wairarapa Recovery Committee how to coordinate its response alongside the Wairarapa councils’ long term plans; D Gittings

Mr Potangaroa closed with a karakia.

Confirmed as a true and correct record

.....(Chair)

.....(Date)

DISCLAIMER

Until confirmed as a true and correct record, at a subsequent meeting, the minutes of this meeting should not be relied on as to their correctness