

# Community Trust South



TE POU ARATAKI POUNAMU O MURIHIKU

# TE POU ARATAKI POUNAMU O MURIHIKU

which means

‘THE STANCHION THAT ALL PATHWAYS IN MURIHIKU LEAD TO,  
WHERE PEOPLE OBTAIN THE TREASURES THAT ENABLE  
THEM TO FULFIL THEIR ASPIRATIONS’.

**Community  
Trust South**



TE POU ARATAKI POUNAMU O MURIHIKU

# Trustee Expressions of Interest

- The Minister of Finance has responsibility for appointing Trustees and this responsibility is delegated to an Associate Minister of Finance.
- To assist the Minister to identify suitable people for consideration when a Trustee's term of appointment is due to end, irrespective of whether that Trustee is available for reappointment, Community Trust South (CTS) will advertise for expressions of interest from people in the Trust's region
- Applicants must reside in the Community Trust South area, see details [here](#). Expressions of interest remain confidential to CTS and are sent to the Minister of Finance and the Department of Internal Affairs, who administer the process.
- Collectively trustees must have the skills to manage the Trust, in particular:
  - Sufficient diversity among Trustees (for example, in relation to background, skill set, ethnicity, demographics, and gender) in order to ensure that the communities in the Specified Area and their needs are properly represented;
  - Sufficient Trustees who whakapapa Maori;
  - Sufficient Trustees who have the skills required to manage the Trust Fund's investments (including compliance with financial and legal requirements);
  - Trustees who collectively have skills in governance, community experience and the social sector;
  - Sufficient institutional knowledge of the Trust's affairs retained amongst the Trustees to enable smooth operation of the Trust.
- Expressions of Interest in becoming a Trustee are to be completed online and this form can be accessed on the CTS website. Details of the closing date for Expressions of Interest are available on the Trust website [here](#).

# Exclusions

A person must not be appointed or reappointed, or hold office as a trustee of a community trust, if he or she is—

- (a) a 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;
- (b) convicted of an offence punishable by imprisonment for a term of 2 years or more;
- (c) convicted of an offence punishable by a term of imprisonment of less than 2 years and is sentenced to imprisonment for that offence;
- (d) subject to an order made under section 383 of the Companies Act 1993;
- (e) a person to whom section 151(2)(ba) or section 151(2)(c) of the Companies Act 1993 applies;
- (f) *[Repealed]*
- (g) not resident in the area or region of the trust;
- (h) employed in the service of, or holding an office (other than the office of director) in, a trustee bank's successor company in which that trust holds shares.

Compare: 1988 No 90 s 16

Section 7(f): repealed, on 10 September 2008, by section 3(2) of the Disability (United Nations Convention on the Rights of Persons with Disabilities) Act 2008 (2008 No 64).

# Our History

- Trust Bank Southland Community Trust formed in 1988 - value \$20m
- Trust Bank New Zealand sold to Westpac in 1996 & the Trust Capital Base was set at \$158.46m
- The Trust changed its name to Community Trust of Southland in 1998
- In September 2018 the Trust changed its name to Community Trust South
- Since 1988 granted over \$223m to projects, services and programmes



# Our Area



- All of Community Trust South Area
- All of Southland
- 1 Western Southland
- 2 Fiordland
- 3 Wakatipu
- 4 Northern Southland
- 5 Central Southland
- 6 Invercargill & Bluff
- 7 West Otago
- 8 Eastern Southland
- 9 Southern Southland
- 10 Stewart Island

# Our Trustees



Kirsty Pickett  
Heamana/Chair



Stephen Canny  
Heamana Tuarua/Deputy Chair



David Goble



Louise Fowler  
Mana Whenua Endorsed  
Trustee



Mel Montgomery



Leanne Samuel



Leon Harnett



Aimee Kaio

# NGĀ MĀTĀPONO

## OUR VALUES

### MANAAKITANGA RESPECT

We will demonstrate our respect for our community by understanding the diversity of people and views. We will show our respect and trust in the people we work alongside by being compassionate, sincere and loyal.

### TIKANGA INTEGRITY

We will demonstrate our integrity by being impartial, transparent, honest, authentic, fair and by having sound ethics.

### WHANAUNGATANGA APPROACHABLE

We will work together with our community and build relationships through shared experiences. We will be accessible, inclusive, friendly, available and connected.

### KOTAHITANGA CONNECTED

We will be connected to our community by keeping it at the heart of all that we do.

We are committed to collaborating and working together in partnership with our community.

### KAITIAKITANGA RESPONSIBLE

We will demonstrate our responsibility by using our combined wisdom to be prudent, conscientious, diligent and socially responsible in our decision making to ensure appropriate guardianship of the Trust resources. We will be accountable to our community.

### TŪHONOHONO PROACTIVE

We will keep an open mind and look forward to the future and support innovation so that our community can take the initiative and take advantage of opportunities. We will recognise the intergenerational nature of the Trust.



# Guiding Documents

- [Community Trusts Act 1999](#)
- [Community Trust Deed](#)
- [Trusts Act 2019](#)
- [Statement of Investment Policies & Objectives \(SIPO\)](#)
- [Strategic Vision](#)

# Trust Governance Structure

- 10 Trustees
  - Appointed by Minister of Finance
  - Four year term
  - Trustees may hold office on more than one occasion
- Officers appointed for a two year term
- Four Committees of the Board
  - Investment – meet quarterly
  - Audit Finance and Risk Management – meet 4 times a year
  - CEO Performance Review Committee – meet as required
  - Te Whai Hua Komiti – meet as required

# Role of the Board

- The role of the Board is governance rather than management which is the responsibility of the CEO and staff
- Governance focuses on the Trust's wider issues of purpose, including the setting and monitoring of strategic direction and the establishment and monitoring of Board-level policies
- Management focuses on implementing the strategic direction of the Board and the operational day to day running of the Trust's business
- The Board works in close partnership with the CEO to ensure that its objectives and goals are achieved, supporting and resourcing the CEO to carry out his/her responsibilities

# Key Activities of the Board

- Ensuring the Trust's assets are protected
- Setting and monitoring strategic direction and objectives
- Setting and reviewing governance, investment, grants and operational objectives and policies
- Ensuring approved Trust policies are complied with
- Appointing the CEO and monitoring performance
- Appointing the Investment Advisor and Fund Managers, and monitoring performance
- Approving grants, operating and capital expenditure budgets, and approving expenditure outside approved budgets
- Monitoring and reviewing performance against approved grants, operating and capital expenditure budgets
- Considering and making decisions on grant and scholarship applications
- Ensuring ongoing accountability of the Trust
- Reviewing its own performance as the basis for its own development and quality assurance

# Time Commitment & Remuneration

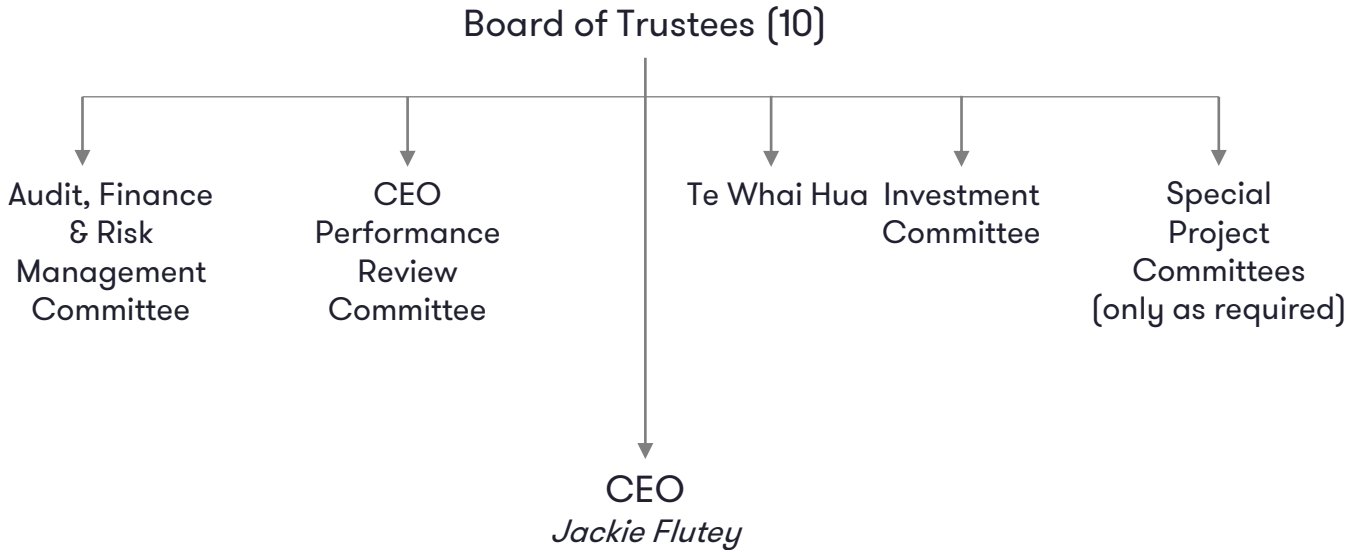
Remuneration – Annual Fee Level			
Heamana/Chair	Heamana Tuarua/Deputy Chair	Trustees Chairing Sub Committees	Trustee
\$31,350	\$19,594.30	Up to \$17,242.56	\$15,675

- Normal workload of a Trustee is 30 days/year
- Annual fee based on Cabinet Fees Framework
- Mileage is reimbursed for attendance at Community Trust South meetings & functions where Trustees are representing Community Trust South
- Alongside meetings of the Trust, Trustees are expected to attend events in the community which the Trust has supported
- Trustees are provided with professional development opportunities including governance and investment workshops and philanthropic conferences

## Meeting Dates 2024

13 February (Tues)	Investment Committee Meeting	12.00pm
14 February (Wed)	Board Meeting	9.00am
27 February (Tues)	AFRM Committee Meeting – Audit Planning	9.00am
12 March (Tues)	Te Whai Hua	9.00am
26 March (Tues)	Joint CTS/ILT/ILT Foundation Meeting	4.00pm
27 March (Wed)	Board Meeting	9.00am
1 May (Wed)	Joint CTS/CLT/OCT Meeting (Gore)	9.00am
7 May (Tues)	Investment Committee Meeting	12.00pm
8 May (Wed)	Board Meeting (Tokanui)	9.00am
12 June (Wed)	Board Meeting (Riversdale)	9.00am
25 June (Tues)	AFRM Committee Meeting (Review draft annual financial statements)	9.00am
4 July (Thurs)	Te Whai Hua	9.00am
23 July (Tues)	AFRM Committee Meeting – Audit Clearance (with Auditors present)	9.00am
24 July (Wed)	Board Meeting (Riverton)	9.00am
6 August (Tues)	AFRM Committee Meeting - Audit Sign Off	9.00am
20 August (Tues)	Investment Committee Meeting	12.00pm
21 August (Wed)	Board Meeting	9.00am
September	PNZ Conference (dates TBC)	
25 September (Wed)	Board Meeting	9.00am
25 September	Annual Public Meeting – Invercargill	5.30pm
5 November (Tues)	Investment Committee Meeting	9.00am
5 November (Tues)	Board Meeting	1.00pm
6 November (Wed)	Board Strategy Day	9.00am
12 November (Tues)	Chairs/CEs and FAN Day Combined Community Trust	
13-14 November (Wed/Thurs)	Combined Community Trust Conference (Invercargill)	
19 November (Tues)	AFRM Committee Meeting (Review Risk Management Plan)	9.00am
28 November (Thurs)	Te Whai Hua	9.00am
11 December (Wed)	Board Meeting & Board Planning Day (Grants & Trustee appointment only)	9.00am

# Governance & Management Structure



Grants Manager  
Office Manager  
Strategy, Policy & Insights Manager  
Accountant (0.75 FTE)  
Marketing & Communications Advisor (0.5 FTE)  
Funding Advisor (0.25 FTE)

*Dianne Williams   Ngairé Hamilton   Robyn Koehler   Jennifer Hay   Courtney Walker   Michelle Barron*



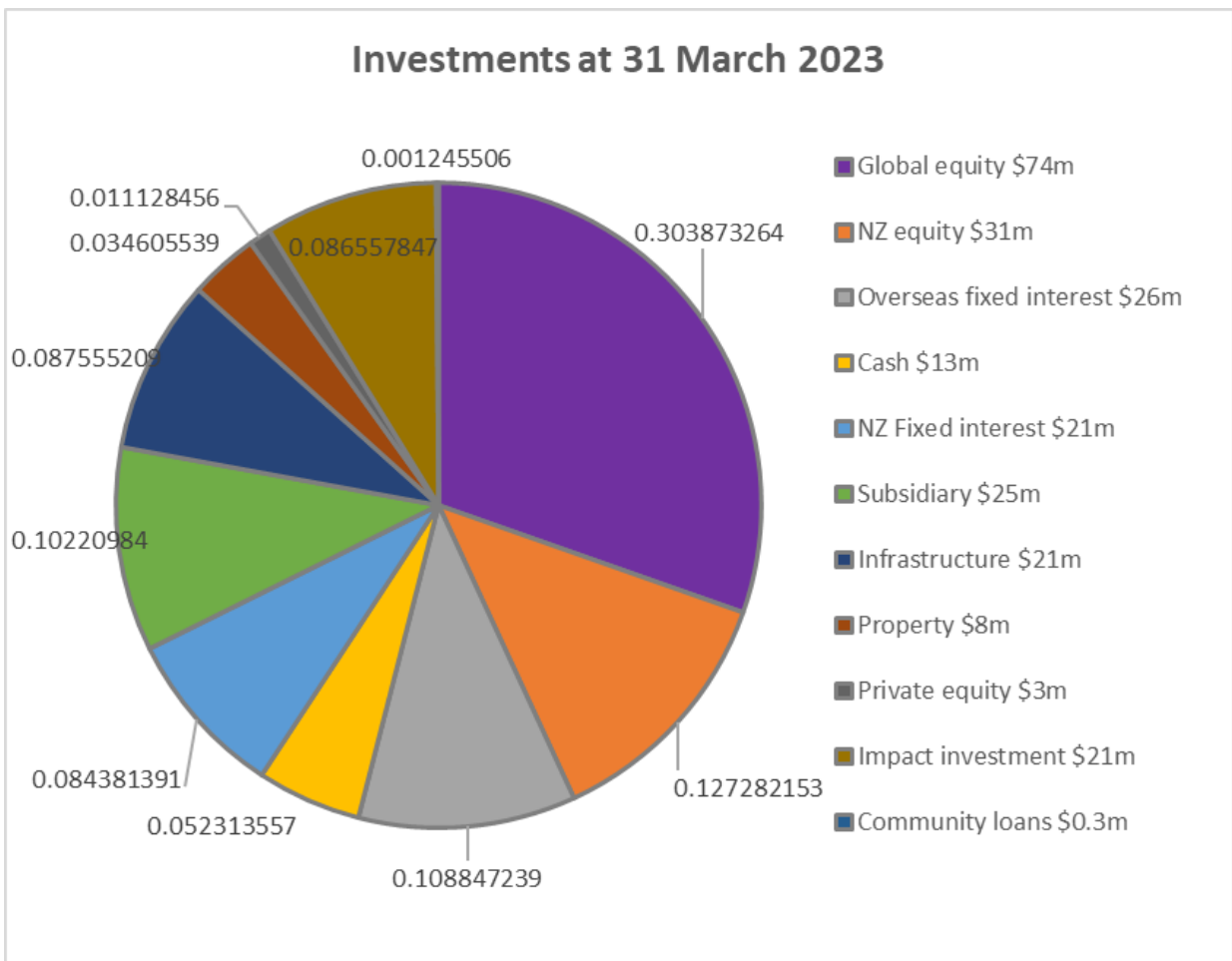
# Our Investments

Our investments are made taking into consideration the perpetual nature of our fund. We balance the need to provide support to our community through grants and loans and the need to grow our capital base back to the inflation adjusted level.

When times were difficult, during the 2007/2008 Global Financial Crisis, our Trust continued to provide grant funding to our community and some of the capital base was used to sustain this level of community support. Today the Trust continues to re-build the capital base to an optimal level of 10% above the adjusted capital base.

It's through our investment returns that we fund our annual granting and our operating costs each year and ideally, we aim to maintain our grants at a relatively consistent level over time.

Our Statement of Investment Policies and Objectives (SIPO) guides Trustee's decisions about our investments.





# Our Community Support

## GRANTS & SCHOLARSHIPS

We support both large and small community groups who work in various sectors, and our grants range from a few hundred dollars to thousands for a wide range of purposes aligned with our Strategic Vision. We also provide some funding to individuals through scholarships, click [here](#) for further details on our grants and scholarships.

## COMMUNITY LOANS

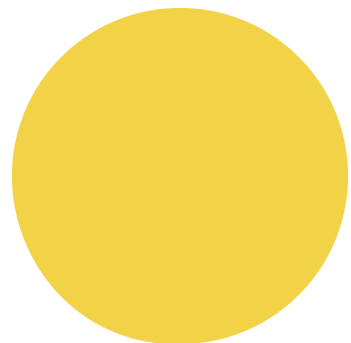
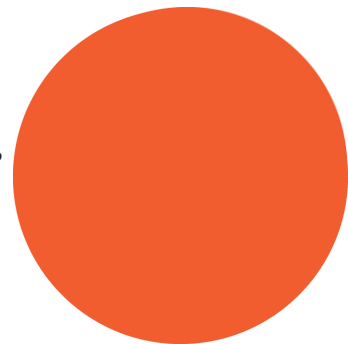
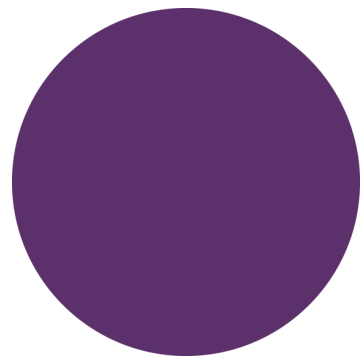
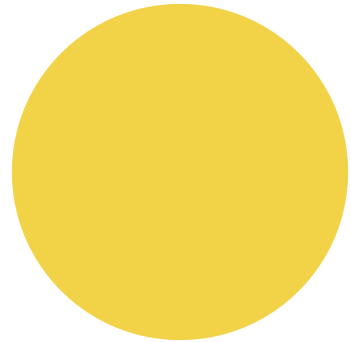
Community loans help us to extend the reach of our traditional grant-making. We consider loans for community organisations as a way of producing measurable social impact and they allow us to recycle our capital to assist other projects. They also provide organisations with access to capital that might otherwise not be available. Click [here](#) for further details.

## IMPACT INVESTMENT

The Trust has invested \$20 million as an impact investment in the Invercargill Inner City Development, Invercargill Central Limited, helping to ensure the project went ahead. The project is a key part of the Southland Regional Development Strategy to bring 10,000 extra people to the region and aligns strongly with the Trust's vision for a Thriving South and with its strategic priorities, which include community development and community economic development.

## INVEST SOUTH

Community Trust South is the sole investor in Invest South a private equity fund based in Invercargill that invests in dynamic businesses who are seeking capital and expertise to fund expansion and growth. Its focus is on partnering with management teams to increase and realise the value of a business. Our investment in Invest South forms part of our Strategic Plan to support Community Economic Development. Click [here](#) for further details.



# Our Strategic Vision

## A THRIVING SOUTH

To achieve our vision we will:

- Protect and grow our investment fund for the benefit of our community and future generations
- Engage in effective and innovative philanthropy and grantmaking
- Demonstrate commitment to and understanding of Te Tiriti o Waitangi principles



# Our Strategic Pou (Pillars)

ARTS, HERITAGE & CULTURE



COMMUNITY DEVELOPMENT &  
COMMUNITY ECONOMIC DEVELOPMENT



EDUCATION



HEALTH, WELLBEING & ACTIVE LIFESTYLES



**Community  
Trust South**



TE POU ARATAKI POUNAMU O MURIHIKU

# Commitment to Te Tiriti o Waitangi

- The Trust has Te Tiriti o Waitangi as the foundation for all that we do
- The Trust's Strategic Vision states that the Trust will demonstrate commitment to and understanding of Te Tiriti o Waitangi
- The Trust has developed a Te Ara Tikikaka, Our Te Tiriti o Waitangi Strategic Policy which sets out the Trust's commitment, how the Trust will ensure Trustees and staff understand Te Tiriti o Waitangi principles and which serves to hold the Trust accountable to its commitment to Te Tiriti o Waitangi

## Te Whai Hua

- The Board has established the Te Whai Hua Komiti (Committee) to assist in developing its commitment to Te Tiriti o Waitangi
- The objectives of Te Whai Hua are to:
  - Help the Trust to embed its Te Tiriti o Waitangi commitment in the Trust's culture and work practices;
  - Develop a draft Te Tiriti o Waitangi Statement, Strategy/Action Plan [Strategy/Action Plan] for the Trust;
  - Consult with Mana whenua on the development of the Strategy/Action Plan;
  - Develop and facilitate appropriate Trustee and staff inductions and ongoing training relating to the Trust's commitment to Te Tiriti o Waitangi;
  - Oversee the initial implementation of the Strategy/Action Plan;
  - Consider implementation issues and identify solutions;
  - Develop performance measures and set clear targets relating to the Strategy/Action Plan;
  - Monitor progress made on the Strategy/Action Plan and report to the Board at least six monthly;
  - Annually monitor and review the Strategy/Action Plan and recommend appropriate amendments for Board consideration.

## Mana Whenua Endorsed Trustee

- The Trust currently has a Mana Whenua endorsed Trustee on the Board
- Recognising the added leadership responsibility of an appointed Mana Whenua endorsed Trustee this role will also be involved in:
  - connecting the Trust with Iwi
  - providing a Māori perspective to Trust decision making
  - encouraging consideration of issues surrounding Mana Whenua and Iwi Māori
  - facilitating advice and guidance to the Trust in undertaking its operations in a manner that values and respects kawa and tikanga

# Commitment to Climate Action

- Recognising that climate change is one of the most significant issues of our time and that the implications of climate change are significant, representing risk to cultural values, the environment, society, and our economy, and therefore to the Trust's ability to achieve its strategic vision of a Thriving South, the Trust has an aspiration of achieving carbon net zero emissions by 2050 or sooner across its operations, governance, investments and granting.
- The Trust has developed a Climate Action Strategic Policy which sets out the Trust's commitment and initial approach to climate change and is a first step towards developing a Climate Strategy and Action Plan to avoid and reduce emissions and to create a more resilient future. This Strategic Policy also serves to hold the Trust accountable for taking action and making progress as a signatory to the Aotearoa Funders Commitment on Climate Action.
- The Trust has signed up to the Aotearoa Funders Commitment on Climate Action, which includes commitments to:
  - Reflecting Te Tiriti o Waitangi and supporting Māori aspirations regarding climate action
  - An equitable transition
  - Enabling leadership
  - Commit and share resources
  - Learn and grow
  - Decarbonise our investments and operations
  - Report on progress

Details on the Aotearoa Funders Commitment on Climate Action can be found [here](#).

# Community Trust South



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FURTHER INFORMATION CAN BE FOUND ON OUR WEBSITE

<https://www.communitytrustsouth.nz/>

Or Email: [jackie@communitytrustsouth.nz](mailto:jackie@communitytrustsouth.nz)

Or Phone: 0800 500 185