

13 CONFIDENTIAL REPORTS

25.2.6 APPOINTMENT OF TRUSTEES TO COMMUNITY TRUST OF MANIOTOTO

Doc ID: 2422140

Report Author:	Janice Remnant, Asset Management Team Leader - Property
Reviewed and authorised by:	David Scoones, Group Manager - Community Experience

Public Excluded

Section under the Act	The grounds on which part of the Council or Committee may be closed to the public are listed in s48(1)(a)(i) of the <i>Local Government Official Information and Meetings Act 1987</i> .
Sub-clause and Reason:	s7(2)(a) - the withholding of the information is necessary to protect the privacy of natural persons, including that of deceased natural persons.

1. Purpose of Report

To consider the appointment of trustees to the community Trust of Maniototo.

Recommendations

That the Maniototo Community Board

- A. Receives the report and accepts the level of significance.
- B. Appoints Tim Carson as a trustee to the community Trust of Maniototo for a term of 4 years, expiring no later than 2029.
- C. Appoints Geraldine Duncan as a trustee to the community Trust of Maniototo for a term of 5 years, expiring no later than 2030.
- D. The appointments be made publicly available on 12 May 2025
- E. The report be made publicly available 12 May 2025, but Tim Carson's Curriculum Vitae (**Appendix 4**) be withheld.

2. Background

The Community Trust of Maniototo (the Trust) have delegated the responsibility of appointing trustees to the Maniototo Community Board (the Board). This delegation is detailed in clause 10 of the Trust's "Deed of Trust" document.

"10 The statutory power of appointment of new trustees shall be vested in the Settlor County"

The Settlor County referred to in clause 10 is the Maniototo County Council, which in accordance with the local government reforms of 1989, was amalgamated to the Central Otago District Council.

The Board has continued in the role as the “Settlor County:” and have ratified trustee appointments since 1989. The past process was that the Trust advised in writing the proposed new trustee to be appointed and the Board ratified the appointment. The Board felt that the process was not sufficiently transparent and at the 3 June 2008 meeting the following resolution was made:

“08.05. B *All future appointments or reappointments of trustees to the Community Trust of Maniototo will be publicly advertised by the Board calling for expressions of interest. Applicants will then be considered by the Board for appointment to the position of trustee to the Community Trust of Maniototo.*”

Subsequently, when there are trustee vacancies expressions of interest are publicly advertised. The Trust chair is invited to consider applications and endorse as they see fit. The Board considers the applications but is not bound by the endorsement of the Trust. The Board makes the final decision of the appointment of a trustee or trustees.

3. Discussion

The Community Trust of Maniototo deed of trust requires that there is a minimum of three appointed trustees., there is no maximum number indicated but more trustees can be appointed if requested by the Trust. Generally, the Trust like to have five appointed trustees, but from time to time may increase the number of trustees to six as was done May 2022 for succession planning which is vitally important to the Trust.

The Board can make more than one appointment at any one time as stated in clause 9 of the Trust deed:

9 *“There shall not be less than three trustees of the Trust PROVIDED HOWEVER that if any time or times that number of trustees shall be three or more an additional trustee or trustees shall not be appointed unless the trustees for the time being shall so request in writing. Save except the said Leonard Gladstone Ardell each trustee shall hold office for such a term not exceeding five years shall be specified at the time of his re-appointment as hereinafter provided. A trustee shall on expiry of his term or renewed term be eligible for re-appointment for a further term.”*

On 14 January 2025, trustee Judith McMillan resigned from the Trust reducing the number of trustees to 4 – see **Appendix 1**.

Expressions of interest for the vacant trustee position were publicly advertised, and applications were received from:

- Tim Carson
- Geraldine Duncan

Refer to **Appendix 2, 3 and 4** attached.

The Trust chair has endorsed that both Geraldine Duncan and Tim Carson be appointed as trustees – see **Appendix 5**.

Should appointments be made to both applicants in order to maintain the annual rotation of trustees resigning it is suggested that the expiry dates would be as follows:

- Tim Carson appointment expires no later than 2029
- Geraldine Duncan expires not later than 2030

4. Financial Considerations

There are no financial considerations associated with this report.

5. Options

Option 1 – (Recommended)

That Tim Carson be appointed as a trustee to the community Trust of Maniototo for a term of 4 years, expiring no later than 2029.

That Geraldine Duncan be appointed as a trustee to the community Trust of Maniototo for a term of 5 years, expiring no later than 2030.

Advantages:

- As the community evolves, the Trust benefits from having new trustees appointed. New trustees bring different skill sets, experience and interests to the trustee role. This contributes to the knowledge base of the Trust in successfully supporting the community through prudent fund management and grant distribution.

Disadvantages:

- There are no clear disadvantages with this option, both proposed appointments have been endorsed by the Trust and will be an asset to the Trust.

Option 2

The Board appoint only one trustee to the Trust at this time.

Advantages:

- There are no clear advantages with this option, both proposed appointments would be an asset to the Trust.

Disadvantages:

- The chair of the Trust has requested that consideration to two appointments being made at this time to bring the trustees up to six trustees.
- Appointing only one trustee means one trustee's application is unsuccessful at this time. Historically unsuccessful applicants do not reapply. This could be a potential missed opportunity for the Trust to secure the skill sets these applicant have.

6. Compliance

Local Government Act 2002 Purpose Provisions	This decision promotes the (social and economic wellbeing of communities, in the present and for the future by ensuring the Community Trust of Maniototo has efficient, knowledgeable and skilled trustees.
Decision consistent with other Council plans and policies? Such as the District Plan, Economic Development Strategy etc.	This process and decision are outside of specific Council policy. However, the process and decision for the Board to appoint a trustee to the Trust is fair and transparent for the community

	and aligns with the Community Trust of Maniototo's Trust Deed.
Considerations as to sustainability, the environment and climate change impacts	There are no impacts to be considered with this decision.
Risks Analysis	There are no risks to be considered with this decision.
Significance, Consultation and Engagement (internal and external)	This is a procedural matter only. By publicly advertising and calling for expressions of interest the Board are giving the public an opportunity which benefits both the Trust and the community.

7. Next Steps

The Trust through its chair will be advised of the Board's decision following the meeting. The applicants will be advised of the Board's decision following the meeting.

8. Attachments

Appendix 1 - Resignation Judith McMillian.docx [↓](#)

Appendix 2 - 20250326 Tim Carson.pdf [↓](#)

Appendix 3 - 20250326 Geraldine Duncan.pdf [↓](#)

Appendix 4 - Tim Carson Curriculum Vitae.pdf [↓](#)

Appendix 5 - Endorsement of Applicants from CTM.pdf [↓](#)

14 January 2025

Janyne Fletcher
Chairperson
Community Trust of Maniototo
Ranfurly

Dear Janyne and Trust Members

I am writing to let you know I have decided to resign from the Community Trust of Maniototo. I have enjoyed my four years on the Trust especially meeting and hearing the applicant's submissions and getting to know past and present members. I would like this to take effect once payments from the recent distribution meeting have been actioned and the appropriate bank documentation is completed to change signatures. The end of the financial year is April 30th so it would be good to have everything finalised by then. I am also available, where possible, to support whoever takes over the finance role.

Regards

Judith McMillan

Chairperson - Maniototo Community Board
c/- Janice Remnant
Asset Management Team Leader - Property
15 Pery Street, Ranfurly

9 February 2025

Kia ora Janice,

I am writing to express my interest in being a trustee for the Community Trust of the Maniototo.

I grew up on Naseby-Gimmerburn Road and attended St John's and Maniototo Area School. I have had over a decade of experience as a trustee and chair for charities, including Music Education New Zealand Aotearoa (MENZA) and The New Zealand Ukulele Trust. I am also a keen follower of sport and am now a cricketing expert with my niece (Eden Carson) achieving success on the world stage. I have been a teacher for my entire career, including several years as a Deputy Principal. I am now on study leave and will be coming home more often in the years ahead, during this important time for my parents.

I had a good chat with Janyne Fletcher about this role today, and I would prioritise being home for the important face-to-face meetings that are held each year. It seems that other meetings would be held via Zoom, which would work well for me should I be considered for this role.

I am more than happy to put you in touch with any of my former principals, but for a local referee, please don't hesitate to contact Lucia Dowling (Deputy Principal - Maniototo Area School).

Wishing you all the best for the year ahead.

Sincerely,



Tim Carson

Email: timothymcarson@gmail.com

Phone: 021 678 109

Address: 3Q/83 New North Road, Eden Terrace, Auckland 1071

Community Trust of Maniototo**Expression of Interest - Trustee Position**

Dear Chair

I am writing to express my interest in becoming a trustee of the Community Trust of Maniototo. I have taken the time to build my understanding of the purpose and vision of the trust and have had a good conversation with Janyne Fletcher about this.

I can offer the following skills.

1. I am a primary school teacher and have taught for approximately 25 years. This role has taught me many skills. Of note is the ability to communicate effectively and clearly and 'to be in touch' with my community of learners and their families. Everyday, I practice active listening and building positive relationships with students, colleagues and parents while working effectively as a team member.
2. Previous Board and Club Committee experience: I have previously held positions in various organisations. Many years ago, I chaired the group that established the Maniototo Kindergarten, which took two years of regular meetings and planning. It was a very rewarding experience. I have been on many sports committees, holding chairperson positions, and I love connecting with various families. In 2023, I finished my time with the Columba College Board of Proprietors as my daughter graduated. I had been in that role for several years as a boarding hostel representative. Currently, I am the staff representative on the St John's School Board of Trustees and I am on the Sport NZ Rural Travel Fund committee. Participating in the board decision making processes has taught me the importance of considering multiple viewpoints and making informed decisions that benefit the organisation.
3. Connections to various groups. Throughout my career, I've cultivated a strong ability to connect with different individuals, fostering rapport and building meaningful relationships. This stems from a genuine interest in understanding other perspectives and a proactive approach to communication. I build relationships and conversations built on trust and open dialogue. I strive to find common ground to enable positive outcomes.
4. Community-orientated: My commitment to community is ingrained in my actions and values. I actively seek opportunities to contribute to the well-being of those around me, whether volunteering at local events or deliberating planning activities that create that learning opportunity for the children I teach. My approach is driven by a genuine desire to impact and support our community positively.

Thank you for considering me for this role.

Yours sincerely

Geraldine Duncan
0273272408
craigneuk.jd@xtra.co.nz

Janice Remnant

From: Janyne Fletcher <janyne@janynefletcher.co.nz>
Sent: Friday, 28 March 2025 10:01 am
To: Janice Remnant
Subject: Re: Trustee applications

Hi Janice

All trustees have now endorsed my recommendation to appoint both Tim and Geraldine as trustees. Accordingly could you please recommend to the Community Board that they appoint both Tim and Geraldine. Just to add to your report (if needed) I made the following comments in my email to our trustees:

I have spoken to both of these applicants in person and have the following comments:

Geraldine Duncan - Geraldine is very much in touch with the community and quickly understood the purpose of the Trust. She has relevant governance experience, is very approachable and would be an asset to our team. Geraldine is happy to consider the role of treasurer if required.

Tim Carson - Whilst not resident in the Maniototo, Tim has very good connections with this community and providing he has enough notice he is happy to attend distribution meetings in person. I have consulted with our Trust Deed about the requirement for Trustees to be resident in the Maniototo District. According to the deed and our charter there is no reference to residential location requirement for Trustees so the potential appointment of an out of town Trustee is allowable. Tim brings diversity coupled with governance and management experience to the mix. He was really enthusiastic about the possibility of being part of the board and is happy to consider the role of treasurer if required

Recommendation - I recommend that we ask the community board that both Geraldine and Tim be appointed as Trustees. Both bring a high level of skills and community spirit to our mix of trustees. This would bring our total number of trustees to six once Jude has formally retired. This would enable some stability in our succession planning and bring new skills to our group.

Please let me know if you need anything further on this and see you tomorrow!

Janyne

Janyne Fletcher Photographer GMNZIPP | Gallery and Workspace - 7 Charlemont St, Ranfurly | Postal - 90 Caulfeild Street, Ranfurly, Central Otago 9332 | Phone +64 21 989 424 | www.janynefletcher.co.nz

2024, 2023 and 2022 NZIPP NZ Landscape (Open) Photographer of the Year
2021 NZI Rural Women Business Awards Winner - Creative Arts

On 26 Mar 2025, at 11:00 AM, Janice Remnant <janice.remnant@codc.govt.nz> wrote:

Hi Janyne

Please see attached the 2 applications for trustee positions. As discussed please get back to me with your endorsements for the formal report that I will prepare for the Maniototo community Board.