



giving back

PORTAGE LICENSING TRUST

Minutes of the Ordinary Trust Meeting
Held on Monday 25 February 2019
At Bricklane Restaurant & Bar, 5 Clark Street, New Lynn
Commencing at 7.00 pm

OPEN MEETING

PRESENT:	Mr R Clow	<i>President – Chair</i>	(RC)
	Mr A Chand JP		(AC)
	Mrs J Clews CNZM, QSO, JP		(JC)
	Ms S Coney QSO		(SC)
	Mr P Davie		(PD)
	Ms C Farmer		(CF)
	Mr N Henderson		(NH)
	Ms P Nuttall		(PN)
	Ms M Watson		(MW)

IN ATTENDANCE:	Mr B Corban CNZM, QSO	<i>WATS Board Chair</i>
	Mr S Wickham	<i>WATS CEO</i>
	Mrs M Weaver	<i>WATS CFO/Trust Secretary (Minutes)</i>

APOLOGIES

No apologies had been received. It was noted that L Taylor was absent.

MINUTES OF PREVIOUS MEETING

Resolved that the minutes of the previous Open Meeting held on 29 January 2019, as amended, be confirmed as a true and accurate record.

A Chand / J Clews
Carried

MATTERS ARISING

There were no matters arising.

CORRESPONDENCE

There was no correspondence.

REGISTER OF INTERESTS

There were no changes noted to the Register of Interests.

Elected Members were reminded to send any changes to their interests to Lee Clark.

GENERAL BUSINESS

2019 Triennial Elections

The Electoral Officer's report dated 13 February 2019 was received. There was a discussion on the merits of the different options for order of candidate names on voting documents.

Motion that The Trust resolves, for the 2019 triennial election to:

1. Adopt the alphabetical order of candidate names on voting documents, *and*
2. Authorise the Chief Executive to approve and sign a Memorandum of Understanding on behalf of the Portage Licensing Trust with the Auckland Council for the conduct of the 2019 triennial Board election.

R Clow / A Chand
Carried

PLT Standing Orders

The CEO provided background to the reason for and the key changes to the proposed revision to PLT's Standing Orders noting the aim was to encourage an environment where public could participate and provide guidance that helped both public attendees and the Trust Elected Members and the President, who chairs the sessions.

NH noted the legal stance on recording of meetings commented on at the WATS Board meeting. It was agreed that some legal advice from WATS solicitor be obtained.

SC noted a concern with the clause requiring the need to give five days' notice for those wanting to speak in Te Reo Maori or New Zealand Sign Language (as they are official languages of New Zealand). She suggested an amendment to the wording of clause A.37:

"Meetings are typically conducted in English. Where a member of the public wishes to speak in Te Reo Maori or New Zealand Sign Language, they are requested to give notice to the President or their nominee in advance of the meeting".

This amendment would be included in the legal review of the document.

It was suggested that, once legal advice is received, WLT be appraised of the wording in order for consistency across both Trusts.

MW queried the possibility of a recording being made at a meeting and then edited to be taken out of context. JC noted the definition of "public meeting".

JC outlined some grammatical corrections required to clause 26.3 and suggested an addition to A2:10 to note the remuneration and allowances are "within parameters as defined by statute".

PRIVATE AND CONFIDENTIAL

Resolved that the public be excluded from the rest of the meeting which covers the following agenda items, minutes of previous meeting, matters arising, correspondence, and CEO's report. The public are to be excluded under Section 7 2(h) of the Local Government Officials Information and Meetings Act.

Those agenda items covering minutes of previous closed meeting, correspondence and CEO's report include reports and discussion on trading results and operating strategies that are considered commercially sensitive such that the public disclosure of the information would prejudice or disadvantage the Trust in the carrying out of its commercial activities.

J Clews / A Chand
Carried

The meeting concluded at 7.24 pm

Confirmed _____

25/03/19