

▼ MEETING AGENDA

Apologies/Attendance:

Present: Sandra Lowe (Chair), Birgit Grafarend-Watungwa, Nigel Ho, Grace Ryu, Kumar Mather, Mastura Abd Rahman, Neelum Varma (Com Ops) and Leba Davis (Coordinator, Com Ops)

Conflict of Interest:

Grace - Community Waitakere Charitable Trust, Earth Action Trust, Japanese Society of Auckland Inc, Massey Matters Inc, New Zealand, NixCrew Trust Inc, NZ Ethnic Social Services Trust, Shakti Community Council Inc, The Asian Network Incorporated (TANI), The Korean Society of Auckland Inc and The Umma Trust.

Matters

Arising:

Correspondence Inward/Outward:

Chair/Presiding Member Report:

General Business: budget

administration/allocation:

Agenda Comment:

▼ MEETING MINUTES

Apologies/Attendance:

Present: Sandra Lowe (Chair), Birgit Grafarend-Watungwa, Nigel Ho, Grace Ryu, Kumar Mather, Mastura Abd Rahman, Neelum Varma (Com Ops) and Leba Davis (Coordinator, Com Ops)

Conflict of Interest:

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Matters

Arising:

N/A

Correspondence Inward/Outward:

N/A

Chair / Presiding Member Report:

General Business:

The Chair advised the panel of the new ECDF 2019/20 budget of \$4,000,000. For this meeting an allocated amount of \$1,800,000 was budgeted.

The panel was advised of the new purpose and priorities of the ECDF fund. The fund will remain open permanently and accept requests throughout the year. Decisions will be made regularly and panel meetings held every 6 weeks. The panel was advised that this was confidential information and can be mentioned to the public once the Minister announces it.

Budget administration /allocation:

In this 2019/2020 funding round \$4,376,000 was budgeted. At the meeting on Wednesday 27 November 2019 the allocated budget for this round was \$1,800,000.

The total approved for this round was \$1,291,960, leaving an available amount of \$3,084,040 to be spent the end of this financial year (June 30 2020).

Minutes

Comment:

The 2019/2020 Allocation amount for ECDF increased to \$4,376,000. There were 165 requests submitted, 145 requests were tabled for decisions at this meeting, 18 requests were made incomplete due to insufficient or missing supporting documents and 2 requests were withdrawn as agreed to or requested by the group.

At the meeting a total of 102 requests were approved grants, 43 requests were declined. Total amount recommended was \$1,291,960. The total amount requested in 2019/20 was 3,274,051.

Conflict of interest:

Grace Ryu left the room when 11 groups she had conflicts with were discussed, she returned after a recommendation was made by the panel.

Recommendation changes:

The panel made changes to the following recommended declined requests and recommended funding to: Christchurch Central Methodist Parish, Jaaliyada Somalida Canterbury Incorporated and Zomi Innkuan New Zealand Incorporated.

Allocation of 145 ECDF requests for the 2019/2020 round was tabled, discussed and recommendation were made.

Meeting closed at 1.30pm

▼ AMENDMENT OF MINUTES

Minutes Amendment:

▼ AUTHORISATIONS

▼ CONFIRMATION OF DECISIONS

Meeting stage:

Select the name of the chair/presiding member who will confirm the decisions.

After the amounts committed have been confirmed by fund coordinator, the meeting card can be sent to decision confirmation stage.

Decision confirmation stage: Ask chair/presiding member to :

- 1. log into committee reviewer portal*
- 2. view meeting card*
- 3. select edit*
- 4. Edit the following two fields in the meeting card:*

- do you confirm the decisions?
 - date confirmed decisions
5. save

note: The chair/presiding member can also confirm minutes at workflow state 'decision confirmation'

Person who will confirm the decisions: Caroline Bridgland decisionmaker ID: 1232021

Do you confirm the decisions recorded in Confirmed the requests?

Date Confirmed Decisions: 29/11/2019

CONFIRMATION

Decision confirmation: Confirmed

Decision confirmed by: Caroline Bridgland

Decision confirmed on: 29 November 2019

▼ CONFIRMATION OF MINUTES

The chair/presiding member can confirm minutes at either workflow state 'decision confirmation' or 'minutes confirmation'

Meeting stage:

Select the name of the chair/presiding member who will confirm the minutes

Decision confirmation or minutes confirmation stage: Ask chair/presiding member to :

1. log into committee reviewer portal
2. view meeting card
3. select edit
4. Edit the following two fields in the meeting card:
 - do you confirm the minutes?
 - date confirmed minutes
5. save

Chair/Presiding Member who will confirm Caroline Bridgland the minutes:

minutes signing ID: 1232021

Do you confirm the minutes of this meeting? Confirmed

Date confirmed minutes: 29/11/2019

CONFIRMATION

Minutes confirmed: Confirmed

Minutes confirmed by: Caroline Bridgland

Minutes confirmed on: 29 November 2019

▼ AWARDING GRANTS ON BEHALF OF DEPT

After the decisionmaker has confirmed the decisions, the manager can confirm the grants to be awarded (for TandC funds- ie LC, COGS , LIWD and ECDF)

Meeting stage:

Select the name of the manager who will award the grants on behalf of the department

Decision confirmation stage:

Once the decisions have been confirmed, the meeting card can then be sent to manager authorisation stage.

Manager Authorisation stage:

The manager whose name is in the field can edit the following two fields in the meeting card: -
do you confirm the grants to be awarded on behalf of the department?

- date awarded grants **manager who will award grants on behalf Gaylene Tupaea of department:**

I confirm that I have reviewed all the grant request amounts awarded, and that they are as agreed at the decision meeting.

I confirm that I have reviewed and approved the decision reasons and any conditions that apply

Do you confirm the grants to be awarded Award grants on behalf of department? date grant awarded authorised:

2/12/2019

CONFIRMATION

I confirm that I have reviewed all the grant request amounts awarded, and that they are as agreed at the decision meeting.

I confirm that I have reviewed and approved the decision reasons and any conditions that apply

RELATED GRANTS AND REQUESTS

Filter Grant Requests

R-ECDF-2020-135018 - Al Noor Charitable Trust

State: 42 Request Withdrawn | **Request:** 1 year - \$18,000.00

ECDF-2020-135078 - Hakatere Multi Cultural Council Inc.

State: 37 Granted | **Request:** 1 year - \$20,000.00 | **Decision:** 1 year - \$20,000.00

ECDF-2020-135249 - Al Noor Charitable Trust

State: 37 Granted | **Request:** 1 year - \$32,000.00 | **Decision:** 1 year - \$32,000.00

R-ECDF-2020-135904 - Muslim Association Canterbury Incorporated

State: 43 Request Declined | **Request:** 1 year - \$27,000.00 | **Decision:** Do not fund

ECDF-2020-135906 - Muslim Association Canterbury Incorporated

State: 37 Granted | **Request:** 1 year - \$25,000.00 | **Decision:** 1 year - \$25,000.00

AGENDA & MINUTES ▼ MEETING AGENDA

Apologies/Attendance:

Conflict of Interest:

**Matters
Arising:**

Correspondence Inward/Outward:

Chair/Presiding Member Report:

General Business:

16 Jan 2020 - Teleconference held at 5.30pm - 6pm

Present: Natasha Nayaran, Nigel Ho, Birgit, Grace Ryu, Mastura Abd Rahaman and Leba Davis Apologies:
Kumar Mather

2 requests reviewed by Panel - 2 approved

A robust discussion regarding The Christchurch Foundation and and the Panel agreed to recommend the following:
The Christchurch Foundation#135089 - \$100,000

26 Feb 2020 - 2pm to 4.45pm

Face to Face meeting held at DIA office in Wellington

Present: Natasha Nayaran (Chair), Nigel Ho, Grace Ryu, Kumar Mather, Mastura Abd Rahman, and Leba Davis
(Coordinator)

Apologies: Birgit Grafarend-Watungwa

Conflict of interest:

Grace Ryu left the room when 3 groups she had conflicts with were discussed, she returned after a recommendation was made by the panel.

- Migrant Action Trusts
- NZ Ethnic Social Services
- Waitakere Indian Association

The external panel held a face to face meeting at the DIA office in Wellington where they held robust discussions and 24 requests were recommended:

Somali Education and Development Trust #135031 - \$50,000.00
Nepalese Cultural Centre, New Zealand Incorporated #135103 - \$17,825.00
Al Noor Charitable Trust #135249 - \$32,000.00
Auckland Tamil Association #135286 - \$23,000.00
EKTA NZ INCORPORATED #135316 - \$0
NZ Ethnic Social Services Trust #135321 - \$37,000.00
Migrant Action Trust #135492 - \$0
New Zealand Zo Community Inc #135493 - \$0
Islamic Womens Council Of New Zealand Incorporated #135608 - \$95,000.00
Auckland Council #135756 - \$30,000.00
Muslim Association Canterbury Incorporated #135902 - \$35,000.00
Muslim Association Canterbury Incorporated #135904 - \$0
Muslim Association Canterbury Incorporated #135905 - \$0
Muslim Association Canterbury Incorporated #135906 - \$25,000.00
Muslim Association Canterbury Incorporated #135908 - \$111,800.00 Waitakere
Indian Association #135956 - \$47,000.00
All Together Multi-Culture Society-Club of NZ Incorporated #136049 - \$0
Tamil Society Waikato Inc #136122 - \$25,175.00
Indian Association (Manukau) New Zealand Incorporated #136124 - \$0
The Canterbury Resilience Foundation #136181 - \$0
New Zealand Muslim Association #136217 - \$20,000.00
Hastings District Council #136340 - \$23,000.00
Tauranga Sunrise Trust #136360 - \$0
Hakaterere Multi Cultural Council Inc. #135078 - \$5,000

Final decisions were approved by Caroline Bridgeland (OEC Director). Noted below are requests with amounts changed:

2020-135031 Somali Education and Development Trust -Fund \$147,596.00

2020-135078 Hakaterere Multi Cultural Council Inc. - Fund \$20,000.00

2020-135286 Auckland Tamil Association - Partially Fund \$19,316.00 2020-135905
Muslim Association Canterbury Incorporated - Fund \$90,880.00

March 25 2020:

Present: Natasha Nayaran (Chair), Nigel Ho, Birgit, Grace Ryu, Mastura Abd Rahaman, Kumar Mather and Leba Davis (Coordinator)

The external panel held a virtual meeting where they discussed 17 ECDF requests - however given the nature of COVID-19 and the uncertainty surrounding the pandemic it was decided that all 17 requests would be declined. It was agreed that an OEC regional managers would contact each group from their regions to clarify decline decisions to customers.

It was suggested by OEC that the external panel will be put on hold until further notice and any future ECDF requests submitted will be reviewed by internal senior members from OEC who will make recommendations during COVID-19. This was agreed by all members of the external panel.

May 6 2020

May 20 2020 June 3 2020 **budget**

administration/allocation:

Agenda Comment:

RELEASED UNDER THE OFFICIAL INFORMATION ACT