

# Candidate Information Sheet - Community Trusts 2024 Appointments

## Community trusts fund activities that directly benefit their communities

The community trusts (the trusts) are governed by their individual trust deed, and the Community Trusts Act 1999. Each trust is responsible for managing a large investment portfolio, as well as carrying out policies to ensure the distribution of grants for charitable, cultural, philanthropic, recreational and other purposes beneficial to its community.

The number of trustees on each trusts board varies, in relation to the size of the region served and their workload. Trustees are appointed for terms of up to four years, and are eligible for reappointment. Trustees continue in office, despite the expiry of their term, until a further appointment decision is made.

Trustees work together to make investment decisions, to grant funding for community projects and activities, and to set the trust's policy direction and strategic plans.

Trustees need to have a good understanding of, and connections to, the communities which they serve.

## Skills and attributes desired

Each trust should ideally have the following mix of skills and experience:

- governance experience;
- community involvement;
- investment experience;
- grant making experience;
- strategic thinking; and
- legal expertise.

Māori and ethnic, and geographic representation is also desirable.

People considered for appointment must reside within the grant distribution area of the relevant trust.

Appointed trustees must be politically impartial. Irrespective of political interests, trustees must conduct themselves in a way that enables them to act effectively under current and future governments.

## Public servants seeking appointment to trusts

Cabinet has agreed that Ministers should not generally appoint public servants to statutory bodies but that there may be special circumstances in which employees of Public Service departments can be appointed. Further information is provided in [the State Services Commission's Board Appointment and Induction Guidelines \(see page 16\)](#), and Cabinet Office circulars [CO \(02\) 5: Appointment of Public Servants to Statutory Board](#), and [CO \(22\) 2: Revised Fees Framework for members appointed to bodies in which the Crown has an interest](#) (especially paragraphs 73-79).

## Nomination process

Any person seeking appointment to a community trust should provide a full and up-to-date curriculum vitae and complete the conflicts of interest declaration on the nomination form found on the Department of Internal Affairs website at [www.dia.govt.nz/Appointments-to-Statutory-Bodies](http://www.dia.govt.nz/Appointments-to-Statutory-Bodies).

Send your completed nomination form to [appointments@dia.govt.nz](mailto:appointments@dia.govt.nz) by **14 June 2024**.

## Rātā Foundation

Rātā Foundation (the Foundation) is governed by a board of trustees who are appointed by the Associate Minister of Finance. The board elects its own Chair.

The Foundation serves communities who live in the Canterbury, Marlborough, and Nelson regions, and the Chatham Islands. To be eligible for appointment, candidates must reside within this area.

The Foundation's purpose is to strive for an equitable and sustainable society under the korowai of Te Tiriti o Waitangi. Rātā Foundation has three functional business parts:

1. Financial Investment – Being an active highly-responsible asset owner with investment strategies to preserve and grow the fund.
2. Community Investment – support through providing funding to community organisations within our region to create an equitable and sustainable society.
3. Having an effective organisation – to ensure the heart of Rātā is strong and is working in alignment across all areas of our business.

E pātuki te manawa o te Rātā, he orange mō te iwi. The heartbeat of the Rātā sustains the people.

For more information about the Foundation please visit the Foundation's website at [www.ratafoundation.org.nz](http://www.ratafoundation.org.nz).

### Trustee skills and attributes

For the 2024 appointments to the Foundation, candidates are sought who meet one or more of the following criteria:

- governance experience and knowledge;
- investment knowledge and experience;
- strategic thinking.

Appointed trustees must be politically impartial. Irrespective of political interests, trustees must conduct themselves in a way that enables them to act effectively under current and future governments.

### Time commitment and remuneration

Terms for trustees are up to four years. Exact term dates will be confirmed with successful candidates.

The time commitment for a trustee is estimated at an average of 2 days per month. This may include Board and Subcommittee meeting attendance, preparation, necessary travel, professional development, and representative duties.

The trusts are classified as Group 3a (governance boards) under the Cabinet Fees Framework [CO 22 2]. The current annual fees (excluding disbursements) for trustees of the Foundation is \$15,400 for board members, and \$30,800 for the Chair.

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