

## **Background material for Trustee candidates**

### **Appointment Process**

Trustees are appointed to the Board for a four-year term by the Minister of Finance. Appointments are administered by the Department of Internal Affairs.

Email: [appointments@dia.govt.nz](mailto:appointments@dia.govt.nz)

The Minister of Finance appoints Trustees under the Community Trusts Act 1999. The Act states that the maximum term of office for Trustees must not exceed four years, but a Trustee may hold office on more than one occasion. A person must be resident in the region of the Foundation to hold office.

### **Skills and attributes required**

The Foundation North Board Skills Matrix identifies required Trustee competencies in the following areas:

- Setting Direction
- Organisational Performance
- Effective Governance
- Financial Performance, including investment governance
- Community Engagement, including philanthropic granting and investment.

Personal attributes required include:

- Taking a broad perspective – understands and appreciates diversity of thought; objective and independent
- Communication Expertise - constructive questioner
- Commitment to the Purpose – leads by example; strong ethics

Members of Committees also require functional expertise, including:

- Investment Strategies and Risk Management
- Investment Portfolio Management
- Impact Investment
- Audit & Risk
- Finance and Commercial
- Compliance
- Executive Reward and Remuneration Governance
- Organisational Culture
- Health & Safety
- Diversity and Inclusion
- People Strategies

Trustees are expected to have a broad understanding of the issues and aspirations of the communities of Auckland and Northland. In particular, Foundation North's priority communities include:

- Māori
- Pacific
- South Auckland
- Northland
- Former refugees
- New migrants
- Rainbow Community
- People with disabilities

The make-up of the Foundation Board should reflect the communities we serve, including Tangata Whenua, Pacific communities, people from a diversity of ethnic and cultural backgrounds, ranging in age and with a variety of lived experience.

### **Officers of Foundation North**

The Trustees annually elect a Chair, Deputy Chair and Committee chairs.

Committees include: Investment Committee; Audit, Finance, Risk and Compliance Committee; Appointments, Remuneration and Governance Committee.

### **Meetings**

- Six Board meetings per year, held on Mondays (full day), usually in central Auckland
- Trustees also take part in sub-committees which convene separately to the Board meeting, usually four times each year
- Two strategy workshops each year, usually held Sunday-Monday in February and in October.