

# Community Trusts 2021 Appointments – Candidate Information Sheet

## Foundation North

### 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 (the Act). 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 trust 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. They require a good understanding of, and connections to, the communities which they serve.

### About Foundation North

Foundation North is governed by a board of up to 15 trustees. The Associate Minister of Finance has delegated responsibility for community trusts, including the power to appoint trustees. The board elects its own Chair.

Foundation North serves communities in the Auckland and Northland regions. Foundation North aims to enhance the lives of the communities it serves, by focussing on:

- hāpai te ōritetanga (increased equity);
- whakauru mai (social inclusion);
- whakahou taiao (regenerative environment); and
- hāpori awhina (community support).

For more information, please visit [www.foundationnorth.org.nz](http://www.foundationnorth.org.nz).

### Trustee skills and attributes

Trustees, as a group, require the following skills and experience:

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

For the 2021 appointments to Foundation North, candidates are sought who meet one or more of the following criteria:

- offers legal knowledge and experience;
- offers ethnic diversity, particularly Pasifika, Māori (Tangata Whenua Tamaki) and Chinese representation;
- has investment skills and experience; and
- has commercial skills and experience.

To be eligible for appointment, candidates must reside within Foundation North's grant distribution area. Please see Foundation North's website for details of its boundary.

## Time commitment and remuneration

Terms for trustees are expected to begin on 1 August 2021, for terms of up to four years. Exact term dates will be confirmed with successful candidates.

The time commitment for a trustee is estimated at 30 days per year (50 days per year for the Chair). This may include meeting attendance, preparation, necessary travel, professional development, and representative duties. Meetings are held on Mondays – trustees are asked to keep these Mondays free to be able to fully participate in Board, committee, sub-committee meetings, grantee visits, and workshops. Trustees should also be available to attend two strategy meeting retreats annually (February and October), and take place off-site over a Sunday to Monday.

The trusts are classified as Group 3a (governance boards) under the Cabinet Fees Framework (<https://www.publicservice.govt.nz/our-work/fees/>). The current annual fees (excluding disbursements) for trustees of Foundation North is \$17,000, and \$34,000 for the Chair.

## Nominations

There are six trustee roles that can be addressed in this appointment round. To be considered for appointment as a trustee, please send your full and up-to-date curriculum vitae, along with a completed nomination form, to [appointments@dia.govt.nz](mailto:appointments@dia.govt.nz) by **26 March 2021**. We aim to acknowledge every nomination received, but in situations where there is a high level of interest in available roles, acknowledgement may take up to two weeks.

Please note that submitting a nomination will not automatically result in an appointment. All statutory bodies require balanced representative membership, reflecting wider New Zealand society [as per Cabinet Office circular CO (02) 16]. When making appointments to any board, Ministers must consider the gender, age, ethnic and geographical representation of the current members.

Trustees who have served one term are eligible to nominate themselves for reappointment. A balance is sought, between the need to retain institutional knowledge, and the need for revitalisation.

Nomination forms are available on the Department of Internal Affairs' Statutory Appointments webpage, <http://www.dia.govt.nz/Appointments-to-Statutory-Bodies>.