

MINUTES OF THE MEETING OF THE TRUST BOARD OPEN AGENDA

Via Zoom
 Thursday, 14 April 2022
 10.30am – 12.45pm

Present: Richard Bedford (Chair), Melani Anae, Karen Avery, Alastair Carruthers, Penny Hulse, John Judge, Martin Mariassouce, Ben Palmer, Paul Spoonley, and Pakilau Manase Lua (Pacific Advisory Group Chair)

Apologies: Rachael Tuwhangai (Deputy Chair) and Precious Clark (Taumata-ā-Iwi Chair), and Paul Spoonley for lateness.

By Invitation: David Gaimster (Chief Executive), Linda Noble (Governance & Risk Manager)

By Invitation for the Chief Executive’s, Financial, and Media Reports: Dion Peita (Tumuaki Māori and Pacific Development), Jignasha Patel (Director Enterprise & Finance), Megan McSweeney (Director Marketing, Communications & External Affairs), and James Liddell (Stakeholder Relations Manager)

| Item No. | AGENDA ITEM |
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| <p>OPEN SESSION <i>The Trust Board meeting was convened by the Chair as an Open Session with material and discussion open to the public.</i></p> | |
| 1 | <p>OPENING - OPEN SESSION The Chair, Richard Bedford, welcomed the Trust Board (Board) to the Open Agenda session with a karakia at 10.18am.</p> <p style="padding-left: 20px;">1.1 Apologies The apologies received from Rachael Tuwhangai (Deputy Chair) and Precious Clark (Taumata-ā-Iwi Chair) were noted.</p> <p style="padding-left: 20px;">1.2 Conflicts of Interest There were no conflicts of interest to declare for this meeting and no new conflicts to add to the register.</p> |
| 2. | <p>GOVERNANCE</p> <p style="padding-left: 20px;">2.1 Minutes of the Previous Open Session Meeting The minutes of the previous open session Board meeting held on Thursday 3 March 2022 were taken as read. There were no amendments to the minutes.</p> <p style="padding-left: 20px;">TBR 07/22 - IT WAS RESOLVED THAT The minutes of the open session Board meeting held on Thursday 3 March 2022 be approved as a true and correct record.</p> <p style="text-align: right; padding-right: 20px;"> Moved: Martin Mariassouce Seconded: John Judge Carried </p> |



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| | <p>2.2</p> <p>2.3</p> | <p>Matters Arising There were no matters arising from the minutes to note.</p> <p>Quarterly Performance Report to Auckland Council The covering memo and recommendation, along with the Quarter 2 Performance Report were taken as read.</p> <p>The Chair invited Megan McSweeney to speak to the report.</p> <p>Megan thanked the Board for the feedback to the draft performance report received by email. AWMM is in discussions with Auckland Council about when the Museum will be invited to speak to the report.</p> <p>It was agreed that the approval process for the Performance Report could be strengthened. Megan McSweeney was asked to come back to the Trust Board with a process for how this might be expediently achieved.</p> <p>ACTION ITEM Megan McSweeney to come back to the Trust Board with a process for how the Performance Report approval process could be strengthened.</p> <p>The Board thanked the Director Marketing, Communications & External Affairs for the Quarterly Performance Report.</p> <p>TBR 08/22 - IT WAS RESOLVED THAT That the Trust Board formally approve of the Quarter 2 Performance Report provided to Auckland Council in March 2022 for the period October – December 2021.</p> <p>Moved: Ben Palmer Seconded: Alastair Carruthers Carried</p> <p>(Paul Spoonley joined the meeting at 10.28am.)</p> |
| <p>3.</p> | <p>3.1</p> <p>3.1.1</p> | <p>STANDING ITEMS</p> <p>Chief Executive’s Report</p> <p>Management Report The Management Report on strategic issues of note presented by Chief Executive Dr David Gaimster was taken as read.</p> <p>Dr Gaimster spoke to his written report, highlighting key strategic issues and related risks, supported by his team.</p> <p>Auckland Council A rangatira forum was held in mid-March, at which the Mayor asked the Museum to revise its FY22/23 levy request down to the previous year’s level.</p> |



The proposed draft Memorandum of Understanding between Auckland Council and the Museum has been updated following feedback by the Trust Board.

A number of Councillors and Local Board Chairs and Members attended a day trip to the Noises Islands in late February to view the Museum's fieldwork.

A programme of Ministerial visits to the Museum is planned, to which the Board will be invited to attend.

(Roger Lins joined the meeting at 10.35am.)

Koi Tū: The Centre for Informed Futures

Commissioned by Auckland Unlimited, the report [Reimagining Tāmaki Makaurau Auckland: harnessing the region's potential](#) is a 'provocation' on Auckland's future and contains recommendations and nine intergenerational scenarios, one of which is 'A City of Creativity and Culture'.

ACTION ITEM 08/22

James Liddell to circulate the *Reimagining Tāmaki Makaurau Auckland: harnessing the region's potential* report to the Board.

Local Government Elections

The hosting of a Mayoral debate to be held later in 2022 is currently being explored. More details will be provided to the Board at the June meeting.

Submission to MBIE on Research Funding and Infrastructure

In March the Museum provided a submission to MBIE on its Green Paper *Te Ara Paerangi Future Pathways*, about the future of the national research system.

Covid-19 Update

The Museum matched the 'wave' trend in the Auckland community with infections having subsided significantly. In the 10 days of March, there was a total of seven new notifications, six in isolation with most being able to work from home.

The Museum's Health and Safety Committee, in collaboration with the COVID Response team, undertook a Health and Safety risk assessment under current environmental conditions. The outcome of the risk assessment is that a worker vaccine mandate at the Museum is no longer justified and is to be removed from Monday 4 April 2022.

RISE Project

The RISE initiative was established in November 2021 with the aim being to harness the potential of staff to innovate, contribute fresh ideas and participate in delivering cost savings, efficiency and increased revenue. The acronym "RISE" stands for: Revenue, Innovation, Savings, Efficiencies.

The Board applauded this initiative and asked David to pass on their thanks to the project team lead Catherine Smith, Director of People and Organisation.



Five-Year Strategy

The stakeholder and public participation phase in the development of the next five-year strategy will be re-activated in the new financial year, from 1 July. The strategic review and engagement process will be considered at the June Trust Board meeting.

Activities to Note

The exhibition *Nature Boy: The Photography of Olaf Petersen* will open to the public on 7 April 2022.

The opening event for Ancient Greeks is scheduled for Wednesday 8 June with the British High Commissioner Laura Clarke being confirmed to speak.

Visitation Update

Weekly visitation reached its lowest point of 3,415 visits in late February/early March, coinciding with protesters occupying Pukekawa Auckland Domain. However, the second half of March has seen the highest visitation since Waitangi weekend, with around 5,000 visits in each of the last two weeks.

Financial Position

The February performance overview were taken as read. Jignasha Patel (Director Enterprise & Finance) provided a verbal update to these documents.

In February, the Museum's YTD overall deficit was \$4.29M vs forecast of \$5.18M (Plan \$5.51M), an overall improvement of \$0.89M (\$1.22M vs Plan) as the Museum continued to see the combined impact of the delays to the launch of the Stonehenge exhibition and other Covid impacted projects on operational costs and revenues.

The results reflect the Omicron damping effect on Auckland visitation, with visitation for the month being 30% down on forecast (Actual: 20,107 vs forecast: 41,450).

The Ukraine situation and global volatility of the investment markets resulted investment income incurring a further loss of \$394k during February 2022.

Operational costs in February remained lower than forecasted and helped to lower the base operating deficit in February from a forecast deficit of \$936K to actual base deficit of \$415K.

The Board thanked the Director Enterprise & Finance for the update on the financial position.

Toitū te Taiao - Natural Environment Gallery Redevelopment Project Update

The Basebuild Project has completed the Detailed Design phase, lodged the Resource Consent application and is currently awaiting the Project Cost reports from WT Partnership (due 14 April 2022).

A recommendation to progress to tender will be taken for review and approval at the extraordinary Planning Committee / Trust Board meeting on 29 April.

RECOMMENDATION

That the Board note the Chief Executive's Report for March 2022.



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| | 3.1.2 | <p>The Board noted the Recommendation above and thanked the Chief Executive and his team for their verbal updates on the Chief Executive’s report.</p> <p>Submission on Te Ara Paerangi – Future Pathways Green Paper Submission on Te Ara Paerangi was taken as read.</p> |
| 4. | 4.1 | <p>ITEMS FOR APPROVAL – OPEN SESSION</p> <p>4.1 Financial Reports The Financial Reports as presented by Jignasha Patel (Director Enterprise & Finance) were taken as read.</p> <p>There was no discussion on the Financial Reports further to what was covered in the Chief Executive’s report.</p> <p>The Board thanked the Director Enterprise & Finance for the Financial Reports.</p> <p>TBR 09/22 - IT WAS RESOLVED THAT The Board approve the Financial Performance Reports to February 2022.</p> <p style="text-align: right;">Moved: Ben Palmer Seconded: Melani Anae Carried</p> <p>4.2 Health and Safety Reports The Health & Safety Reports for February 2022 and March 2022, prepared by Catherine Smith Director People & Organisation, were taken as read.</p> <p>The incident frequency has remained low due to low Museum visitation and remote working by many staff.</p> <p>RECOMMENDATION That the Board note the Health & Safety Dashboard Reports for February 2022 and March 2022.</p> <p>The Board noted the Recommendation above and thanked the Chief Executive for presenting the reports on behalf of the Director People and Organisation.</p> <p>4.3 Media Reports The Media Reports for February 2022 and March 2022, presented by Megan McSweeney (Director Marketing, Communications & External Affairs) were taken as read.</p> <p>An analysis of coverage published measuring volume in the last 28 days between 1 February 2022 and 28 February 2022 delivered 21 mentions. An analysis of coverage published measuring volume in the last 31 days between 1 March 2022 and 31 March 2022 delivered 82 mentions.</p> <p>RECOMMENDATION That the Board note the Media Reports for February 2022 and March 2022.</p> |



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| | | The Board noted the Recommendation above and thanked the Director Marketing, Communications & External Affairs for the reports. |
| 5. | | <p>COMMITTEE REPORTS</p> <p>5.1 Audit and Risk Committee Report</p> <p>5.1.1 Verbal Update Ben Palmer, Chair of the Audit & Risk Committee provided a verbal update from the Committee meeting held on 5 April as follows:</p> <ul style="list-style-type: none"> • there was a discussion on the DAP revision in order to provide direction to management prior to the 14 April Trust Board meeting at which the DAP is due to be approved • the Risk Management Report provided clear and concise updates on the movements in risk assessments • the recommendation to the Trust Board of the updated versions of the Common Seal, Conflicts of Interest, Fraud, and Protected Disclosure / Whistleblowing policies was approved • thanks were given to Sumeet Bhanot for the quality of work he has produced for this Committee over the years, and the Committee wished him well for his new role. <p>The Board thanks the Chair of the Audit & Risk Committee for his meeting update.</p> <p>5.1.2 Governance Policy Review Four policies amended to include feedback provided at the Audit & Risk Committee meeting held in March were re-presented at the April Audit and Risk Committee meeting.</p> <p>Recommendation It was recommended that the Trust Board approve updates to the Common Seal, Conflicts of Interest, Fraud, and Protected Disclosure/Whistleblowing policies.</p> <p>TBR 10/22 - IT WAS RESOLVED THAT The Trust Board accept the recommendation of the Audit & Risk Committee that the Common Seal, Conflicts of Interest, Fraud, and Protected Disclosure/Whistleblowing policies be approved.</p> <p style="text-align: right;">Moved: Karen Avery Seconded: Ben Palmer Carried</p> <p>The Board thanks the Governance and Risk Manager for the policy reviews.</p> <p>5.2 Development Committee Report Richard Bedford, acting Chair of the Development Committee, provided a verbal update from the Committee meeting held on 5 April as follows:</p> <ul style="list-style-type: none"> • a verbal update on Toitū te Taiao Gallery Redevelopment was provided by Tanya Wilkinson (Project Manager) • the Capital Campaign Funding Plan: Phasing and Timeline for Toitū te Taiao was presented by Jane Sheetz (Head of Development) • a paper to update progress on the Lottery Significant Projects Fund (LSPF) |



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| | | <p>Application was presented by Laura McKinnon (Development Manager)</p> <ul style="list-style-type: none"> • an update on the major donor strategy was presented by Jane Sheetz (Head of Development) • a Membership Renewal Strategy was presented by Christiane Pracht (Membership Manager) • a discussion was held on the Koi Tū report commissioned by Auckland Unlimited regarding reimagining Tāmaki Makaurau Auckland <p>The Chair advised that, as he is also Chair of the Trust Board, he is not eligible to remain Chair of this Committee. Additionally, the Deputy Chair is a vacant position.</p> <p>Recommendation The Committee recommend to the Trust Board that it approve the nominations of Melani Anae as Chair and Paul Spoonley as Deputy Chair of the Development Committee.</p> <p>TBR 11/22 - IT WAS RESOLVED THAT The Trust Board approve the nominations of Melani Anae as Chair and Paul Spoonley as Deputy Chair of the Development Committee.</p> <p style="text-align: right;">Moved: Richard Bedford Seconded: Alastair Carruthers Carried</p> <p>The Board thanked Melani and Paul and congratulated them on their new roles.</p> <p>The Board thanked the outgoing Chair of the Development Committee for his mahi as Acting Chair and for the verbal update at this meeting.</p> |
| 6. | 6.1 | <p>PARTNER REPORTS</p> <p>6.1 Taumata-ā-Iwi Report Martin Mariassouce Taumata-ā-Iwi Representative on the Trust Board provided a verbal update as follows:</p> <ul style="list-style-type: none"> • the first draft Terms of Reference has been presented to the Taumata-ā-Iwi who are providing their feedback to the Chair before the draft is ready to be shared with the Trust Board at its June meeting • there is concern in the community about a potential measles outbreak now that the borders are open <p>The Board thanked Martin Mariassouce for the verbal report.</p> <p>(Dion Peita left the meeting at 11.30am.)</p> |
| | 6.2 | <p>Auckland Museum Institute (AMI) Report Rogen Lins provided a verbal update with the following key points noted:</p> <ul style="list-style-type: none"> • AMI is looking forward to working with the Museum on membership retention strategies • a collaborative approach is being developed with Auckland Council for the 2022/23 Trust Board nomination process that will be based on the skills matrix and current |



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| | | <p>membership profiles</p> <ul style="list-style-type: none">• AMI has not become involved in the debate in the media on the role of mātauranga Māori in the science curriculum, this is being managed through the Royal Society Te Apārangi <p>The Board thanked Dr Roger Lins for the verbal report.</p> <p>6.3 Pacific Advisory Group (PAG) Report</p> <p>Pakilau provided a verbal update from the last PAG meeting with key points noted as follows:</p> <ul style="list-style-type: none">• PAG met last week at which new members were introduced• in attendance from the Board was Lupematasila Dr Melani Anae• a farewell in absentia was given for Christine Nurminen• updates were received from David Gaimster and team• a presentation by Juliana Satchel on the repatriation of three collection items to the Warumungu Senior men in Australia's Northern Territory was well-received• the potential for creating an alumni group of former PAG members was discussed• it was agreed there is a need to emphasise the "public good" perceptions of the Museum to be more than educational and entertaining to reinforcing identity (Māori and Pasifika) and general wellbeing in line with the reimagining Tamaki Makaurau e.g. events from diverse communities <p>The strategic planning process taking place later this year would provide an opportunity for transformational re-energising of this kind to occur.</p> <p>The Board thanked Pakilau M Lua for his verbal report.</p> |
| 7. | 7.1 | <p>GENERAL BUSINESS</p> <p>Any Other Business</p> <p>Board members were invited to the farewell for Matua Bobby Newson being held on Wednesday 4 May in the Events Centre at 4pm.</p> <p>The process to recruit his replacement is underway.</p> |
| 8. | 8.1 | <p>MEETING CLOSE</p> <p>Next Meeting</p> <p>The next meeting of the Trust Board is scheduled for Thursday 23 June 2022.</p> <p>The Chair thanked attendees for a constructive meeting and Pakilau M Lua Chair of PAG closed the meeting with a karakia at 11.58am.</p> |