

MINUTES OF THE MEETING OF THE TRUST BOARD OPEN AGENDA

Via Zoom
 Thursday, 3 March 2022
 8.30am – 3.00pm

In terms of Section 45 (2) of the Local Government Official Information and Meetings Act 1987 these proceedings are not a meeting as defined by the Act and are therefore not open to the public. The contents of the agenda and the discussions at the meeting are accordingly confidential.

Present: Richard Bedford (Chair), Rachael Tuwhangai (Deputy 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: Martin Mariassouce for lateness (joined at 9.08am), Ben Palmer for leaving early (9.25am)

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

By Invitation for the Chief Executive’s, Financial, Health & Safety and Media Reports: Executive Team - Catherine Smith (Director People & Organisation), Dion Peita (Tumuaki Māori and Pacific Development), Jignasha Patel (Director Enterprise & Finance), Megan McSweeney (Director Marketing, Communications & External Affairs), Tim Hart (Director Public Experience), and James Liddell (Stakeholder Relations Manager).

Item No.		AGENDA ITEM
CONFIDENTIAL ITEMS IN CLOSED SESSION		
<i>Pursuant to section 8(3) of the 1996 Act and section 48 of the Local Government Official Information and Meetings Act 1987, the public is excluded from the discussions of the Trust Board in accordance with section 7(2)(f)(i) and (ii) to enable free and frank expression of opinions by Trust Board members in the course of their duties and protect persons from improper pressure or harassment.</i>		
1.	1.1	TRUST BOARD-ONLY TIME – CLOSED SESSION
	1.2	BOARD / CHIEF EXECUTIVE - ONLY TIME – CLOSED SESSION
Morning Tea Break – 10.00am – 10.20am		
OPEN SESSION		
<i>The Trust Board will reconvene under the Trust Board Chair with material and discussion open to the public.</i>		
2		OPENING - OPEN SESSION Linda Noble Governance and Risk Manager joined the meeting at 10.20am
	2.1	Apologies Apologies were received as follows - Martin Mariassouce for lateness (joined at 9.08am), Ben Palmer for leaving early (9.25am).
	2.2	Conflicts of Interest Penny Hulse advised that she had resigned her position on the NZ Conservation Board.
CLOSED SESSION		
<i>Pursuant to section 8(3) of the 1996 Act and section 48 of the Local Government Official Information and Meetings Act 1987, the public is excluded from the items in this session as noted in each item.</i>		



<p>3.</p>		<p>GOVERNANCE – CLOSED SESSION</p> <p>3.1 Minutes of the Previous Meeting</p> <p>3.2 Action Item List</p> <p>3.3 Matters Arising from Board Minutes</p> <p>3.4 Board Meeting Agenda Format</p> <p>3.5 Taumata-ā-Iwi Terms of Reference (TOR)</p> <p>3.6 Trust Board Core Competencies Framework</p>
<p>4.</p>		<p>ITEMS FOR DISCUSSION – CLOSED SESSION <i>The following items are considered in closed session Subject to section 7(2)(f)(i) enabling the Trust Board to consider the report information through free and frank discussion, and section 7(2)(h) to allow items related to commercial activities be considered without prejudice or disadvantage.</i></p> <p>4.1 Chief Executive’s Report</p> <p>4.2 Proposed Memorandum of Understanding (MOU) Between Auckland Museum and Auckland Council</p> <p>4.3 Risk Management Report and Risk Register</p> <p>4.4 Capital Projects: Gallery Development Overview</p> <p>4.5 Pacific Language Week</p> <p>4.6 Sustainability Action Plan</p>
<p>Lunch Break – 12.50pm – 1.30pm</p>		
<p>OPEN SESSION <i>The Trust Board will reconvene under the Trust Board Chair with material and discussion open to the public.</i></p> <p>Attendees The Chair welcomed Marguerite Durling, representing AMI, who joined the open session 1.30pm.</p>		
<p>5.</p>	<p>5.1</p>	<p>ITEMS FOR APPROVAL – OPEN SESSION</p> <p>Financial Reports The Financial Reports as presented by Jignasha Patel (Director Enterprise & Finance) were taken as read.</p> <p>Jignasha Patel spoke to the reports with the following key points noted:</p> <ul style="list-style-type: none"> • Year to date net base deficit of \$4.2M is \$1.5M below forecast, achieved through cost savings initiatives



		<ul style="list-style-type: none"> • the six months ended 31 December 2021 reflects a successful start to the FY 2021/22 in July and partially in August mainly driven by <i>Sea Monsters</i> exhibition • total onsite visitation for the Museum reduced by 132,000 for the six months to December; with 121,000 related to the September - November period • the investment funds portfolio delivered a combined YTD income of \$627K, 1.6% average return on the portfolio. • while there is some volatility in the investment market, the Museum had no exposure to the impacts of the Russian crisis <p>TBR 06/22 - IT WAS RESOLVED THAT The Board approve the Financial Performance Reports to January 2022.</p> <p style="text-align: right;">Moved: John Judge Seconded: Melani Anae Carried</p> <p>5.2 Health and Safety Reports The Health & Safety Reports for December 2021 and January 2022, prepared by Catherine Smith Director People & Organisation, were taken as read.</p> <p>It was noted that the reports are strongly focussed on managing through Covid.</p> <p>Increased anxiety experienced by some staff was highlighted in the EAP statistical analysis and recent people welfare surveys. The Museum has subsequently put programmes in place to engage with workers, including a recent and well-attended workshop titled “Three Critical Skills for Thriving Through Change and Uncertainty.</p> <p>A volunteer army has been mobilised to support those workers isolating at home due to Covid.</p> <p>RECOMMENDATION That the Board note the Health & Safety Dashboard Reports for December 2021 and January 2022.</p> <p>The Board noted the Recommendation above and thanked Catherine Smith for the reports.</p> <p>5.3 Media Reports The Media Reports for December 2021 and January 2022, prepared by Megan McSweeney (Director Marketing, Communications & External Affairs) were tabled as read.</p> <p>It was noted that there had been no recent media reports in relation to the return of Pokaiwhenua (mere pounamu).</p> <p>RECOMMENDATION That the Board note the Media Reports for December 2021 and January 2022.</p> <p>The Board noted the Recommendation above and thanked Megan McSweeney for the reports.</p>
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6.		<p>COMMITTEE REPORTS</p> <p>6.1 Audit and Risk Committee Report Karen Avery, Member of the Audit & Risk Committee provided a verbal update from the recent Committee meeting as follows:</p> <ul style="list-style-type: none">• the new Risk Management Report was discussed in detail and the Committee worked through the high-risk areas• further work was needed on the governance policies and the Committee will bring these back to the Board at the April meeting• EY has been commissioned to carry out a quality assurance review of the process taken for selecting a new finance system that is currently progressing to the procurement selection phase• reporting of the cyber security project indicates it is progressing well• a new SIPO is under development and will be presented to the Committee at its April meeting• the auditors have highlighted the need for a review of the asset register which is underway. This may have the effect of reducing depreciation costs; however, this would be a non-cash adjustment.• The legislative compliance report highlighted three areas of non-compliance, two that have been remedied and one that is in progress of remediation <p>ACTION ITEM 05/22 Governance and Risk Manager to re-present the governance policies for approval at the next Board meeting.</p> <p>The Board thanked Karen for the verbal Committee update.</p> <p>6.2 Development Committee Report The minutes of the Development Committee meeting held on 10 February 2022 were taken as read.</p> <p>Richard Bedford Committee Chair highlighted the following key points:</p> <ul style="list-style-type: none">• the new Development Team, headed by Jane Sheetz, was introduced to the Committee• the Committee welcomed co-opted member Rick Carlyon• advising on fundraising in support of the Gallery Renewal programme would be a key focus for this Committee• an update on the Lottery Significant Project fund application for the Toitū te Taiao project was provided by Laura McKinnon Interim Team Lead <p>The Board thanked Richard for the verbal update.</p> <p>6.3 Executive & Governance Committee The minutes of the Executive & Governance Committee meeting held on 16 February 2022 were taken as read.</p> <p>John Judge Committee Chair highlighted the following key points:</p> <ul style="list-style-type: none">• minor grammatical changes to the Committee Charter were agreed
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7.	<p>7.1</p> <p>7.2</p> <p>7.3</p>	<p>PARTNER REPORTS</p> <p>Taumata-ā-Iwi Report Martin Mariassouce Taumata-ā-Iwi Representative on the Trust Board provided a verbal update of the key highlights from the hui held on 17 February 2022 as follows:</p> <ul style="list-style-type: none"> • the first meeting of 2022 was attended by incoming members Patience Te Ao, Moana Tamaariki-Pohe, and Mihingarangi Forbes. • the first draft Terms of Reference was due for completion within the next week • work on the Repatriation: 1983 Redress Report Action Plan will recommence following the maternity leave backfilling of the Kotuitui Rangahau Repatriation Coordinator and Researcher position • Chair Precious Clark met with Rongowhakaata representatives and whānau to strengthen kaitiakitanga for taonga currently on loan to Te Papa for the Rongowhakaata exhibition • Museum Curator Pou Ārahi, Kahutoi Te Kanawa, is exploring a potential loan from the British Museum of Te Rā (historic sail) for exhibition in 2023/24 • the Taumata-ā-Iwi will advise the planned Hotunui display to ensure there are no provenance issues <p>The Board thanked Martin Mariassouce for the verbal report.</p> <p>Auckland Museum Institute (AMI) Report</p> <p>Marguerite Durling provided a verbal update with the following key points noted:</p> <ul style="list-style-type: none"> • increasing membership engagement is a key focus of AMI • programmes and the social events have been impacted by Covid • there is some concern regarding potential membership attrition with renewals due to go out in February / March • Roger Lins has been invited to attend the Royal Society Branch meetings to connect, share ideas and improve communication • Sarah Knowles Research Manager at the Museum was commended for the excellent Post-Grad Scholarship programme that was supported by AMI <p>The Board thanked Marguerite Durling for the verbal report.</p> <p>Pacific Advisory Group (PAG) Report Pakilau M Lua Chair of PAG provided a verbal update with the following key points noted:</p> <ul style="list-style-type: none"> • the passing of the father of Deputy Chair Seulupe Dr Falaniko Tominiko was acknowledged with condolences • five new PAG members were welcomed to the group • the Trust Board Chair Richard Bedford and member Melani Anae were welcomed to the meeting • updates were received from the Executive Team, in particular a presentation on potential initiatives to provide collection care advice to the Tongan heritage



		<p>community</p> <ul style="list-style-type: none">• PAG is looking forward to its involvement in the next five-year strategic planning process, in particular in relation to Teu le Vā <p>The Chair asked for feedback to the verbal report from the Board, received as follows:</p> <ul style="list-style-type: none">• Teu le Vā is a 10-year-old document that is scheduled for review• Melani Anae would like to be included on the agenda for the next PAG meeting to present her paper on “Teu le va as indigenous relationality in contemporary museological praxis” that was co-authored with Leonie Samu Tui• Board members expressed interest in future possibilities for lending exhibitions/collections to the Pacific region <p>ACTION ITEM 06/22 Pakilau M Lua to arrange for Melani Anae to be included on the agenda for the next PAG meeting to present the paper on “Teu le va as indigenous relationality in contemporary museological praxis”.</p> <p>The Board thanked Pakilau for his verbal report.</p>
8.	8.1	<p>GENERAL BUSINESS</p> <p>ANY OTHER BUSINESS There were no other items of general business to conduct.</p>
9.		<p>MEETING CLOSE</p> <p>The Chair thanked attendees for a constructive meeting and Martin Mariassouce closed the meeting with a karakia at 2.25pm.</p>