

**MEETING NO. 229
MINUTES OF A MEETING OF THE
MUSEUM OF NEW ZEALAND TE PAPA TONGAREWA BOARD
FRIDAY 7 MAY 2021**

PRESENT	Hon. Dame Fran Wilde	Chair
	Mr. James Daniels	
	Prof. Dame Juliet Gerrard	
	Mr. Cameron Harland	
	Ms. Jackie Lloyd	Chair Tikanga Tāngata
	Mr. Andy Lowe	
	Ms. Caren Rangi	Chair Tikanga Haumaru
	Prof. Jacinta Ruru	Chair Te Komiti ki te Ao Mārama
IN ATTENDANCE	Dr. Arapata Hakiwai	Kaihautū
	Ms. Courtney Johnston	Tumu Whakarae Chief Executive (CE)
	Ms. Leigh Deuchars	Director Strategy & Performance (S&P)
	Ms. Lisa Tipping	Chief Finance and Operations Officers (CFOO)
	Ms. Jamee Taylor	Board Secretary
APOLOGIES	n/a	

BOARD ONLY SESSION

The Board did not require committee only time.

MEETING ADMINISTRATION

The meeting began at 9.00am. Board members were present via Zoom and the Board Chair, CE, Kaihautū, Director S&P, CFOO and Board Secretary were present in Pounamu Room.

Apologies from Ms Caren Rangi for the first half of the meeting were noted.

The Board Chair recommended a change in the order of agenda items. The minutes reflect the order of the discussions.

1. CONFLICTS OF INTEREST

The Board noted the interests register.

2. DRAFT MINUTES

The Minutes of Board 228 (9 April 2021) were reviewed.

The Board **approved** the minutes and **delegated** to the Chair to redact content before being published on the website, if needed.

3. ACTION ITEMS AND MATTERS ARISING

The action items were reviewed.

It was agreed for the Mahuki work to be completed by management, consequently the action item for the Board was removed.

The Board agreed to create a charter, which includes health and safety responsibilities, to be sent together with the self-assessment results due with the Minister later this year.

The Board **noted** the action items.

NGĀ WHAKAHAERETANGA ME NGĀ RIPOATA KAIĀRAHI | GOVERNANCE AND LEADERSHIP REPORTS

5. LEADERSHIP REPORT

The paper was taken as read.

It was noted that an appointment to the Kaiako Reo Māori has been made.

The Board **noted** the report.

KAUPAPA HEI WHAKATAU | ITEMS FOR DECISION

6. BUSINESS CASE: FAN COIL UNIT REPLACEMENT – PHASE TWO

The paper was taken as read.

There was a brief discussion about culture and capability.

The Board:

- a) **noted** that replacement of the fan coil units has progressed to 55% completion;
- b) **noted** the cost risks identified in the 2019 business case have been realised, requiring piping and ducting to be replaced, which was originally out of scope;
- c) **noted** that \$880k has been spent to date, and a further \$624k is required to complete the project (making the total project over the \$1 million delegation of the Chief Executive and requiring Board approval);
- d) **approved** proceeding with the replacement of the remaining fleet of 90 fan coil units;
- e) **approved** a revised project cost of \$1.504 million, with the remaining \$624k to be funded by the Capital Programme for FY21/22, with completion of the project by February 2022.

7. SET ASIDE OF SEISMIC STRENGTHENING OF TORY ST BUSINESS CASE AND WRITE OFF EXPENDITURE

The paper was taken as read.

A Board member advised research about the Alpine Fault was released in April.

The Board:

- a) **noted the content of the paper;**
- b) **approved the set aside of the November 2019 Seismic Strengthening of Tory St Business Case; and**
- c) **approved the associated write off of \$874k.**

KAUPAPA WHAKAMŌHIO NOA | ITEMS FOR NOTING

10. FINANCE REPORT AND QUARTERLY FINANCE UPDATE

The report and slide were taken as read.

The Board noted the update.

Ms. Caren Rangī joined the meeting at 10.07am.

11. HEALTH AND SAFETY (H&S) REPORT

The report was taken as read.

The planned revision of the format of this report was discussed.

The Board noted the report.

4. UPDATE FROM TIKANGA HAUMARU

The Committee Chair provided an update from the recent Tikanga Haumaru meeting: the Governance Manual was reviewed and will come back to the Board in due course; the insurance renewal was discussed; the Privacy Policy was approved; and a risk update was received.

The Board noted the update and agreed to read the risk update from the Tikanga Haumaru meeting pack.

10. TE PAPA TONGAREWA HE RAUTAKI TEKAU TAU 10 YEAR STRATEGY UPDATE

The paper and appendices were taken as read.

There was a discussion about the update, points included: alignment to strategic risks document; diversity within strategic workforce planning; moving toward integrated reporting; and the paper on values being written for a future meeting.

KAUPAPA WHAKAHAERE | STANDING ITEMS

13. PROJECT MANAGEMENT SUMMARY

The report was taken as read.

The Board noted the report.

BOARD WORK PROGRAMME

The programme was taken as read.


The Board noted the report and agreed to a small change to future items.

13. GENERAL BUSINESS AND MATTERS ARISING

There were no items of general business.

The Board Meeting closed at 10.43am.

APPROVED

A handwritten signature in black ink, appearing to read 'Fran Wilde', written in a cursive style.

Fran Wilde
Chair, Te Papa Board

11 June 2021