

**MEETING NO. 228
MINUTES OF A MEETING OF THE
MUSEUM OF NEW ZEALAND TE PAPA TONGAREWA BOARD
FRIDAY 9 APRIL 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)
	Dr. Dean Peterson	Director Collections & Research (C&R)
	Ms. Lisa Tipping	Chief Finance and Operations Officers (CFOO)
	Mr. Don Gilles	Construction Manager
	Ms. Jamee Taylor	Board Secretary
	Mr. Dave Brunsdon	Kestrel
	Mr. Henry Tatham	Beca
	Ms. Samantha Turner	Simpson Grierson
	APOLOGIES	n/a

BOARD ONLY SESSION

The Board did not require committee only time.

MEETING ADMINISTRATION

The meeting began at 9.02am, all Board members, the CE, Kaihautū and Board Secretary were present.

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, including new interests which will be recorded.

2. DRAFT MINUTES

The Minutes of Board 227 (5 March 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 and completed actions were discussed.

The Board noted the action items.

Ms Samantha Turner of Simpson Grierson joined the meeting virtually at 9.25am.

NGĀ WHAKAHAERETANGA ME NGĀ RIPOATA KAIĀRAHI | GOVERNANCE AND LEADERSHIP REPORTS

4. HEALTH AND SAFETY AT WORK ACT 2015 – PRESENTATION

The Board received an update from Simpson Grierson on PCBU and Officer responsibilities under the Act, safety leadership and due diligence.

The Board noted the presentation and agreed to discuss again at a future meeting.

Action: the Board Secretary to add to the Board's forward plan.

Ms Samantha Turner of Simpson Grierson left the meeting at 10.17am.

5. TIKANGA TĀNGATA UPDATE

The Committee Chair provided an update from the committee's recent meeting, where the co-leaders' performance reviews were discussed and a presentation was received on gender and ethnic pay gap.

The Board reviewed last year's self-assessment process and discussed possible changes to this year's process.

The Board noted the update and agreed to a more comprehensive self-assessment than last year.

Action: the Board Chair or Board Secretary to arrange the self-assessment.

6. MĀORI NAMES FOR BOARD COMMITTEES

The paper was taken as read.

The Board reviewed the names proposed.

The Board **agreed** to make the following changes to the names of its committees:

- a) *Tikanga Haumaruru* replaces 'Assurance and Risk Committee';
- b) *Tikanga Tāngata* replaces 'Organisational Culture and People Committee'; and
- c) *Te Komiti ki te Ao Marama* replaces 'Te Tiriti Komiti'.

It was also **agreed** to use the committee names in full and not abbreviated to acronyms.

10. BOARD WORK PROGRAMME

The programme was taken as read.

The Board **noted** the report and **agreed** to additions for future items.

The CFOO, Director C&R, Construction Manager together with Mr. Henry Tatham of Beca and Mr. Dave Brunsdon of Kestral joined the meeting at 11.05am.

KAUPAPA HEI WHAKATAU | ITEMS FOR DECISION

8. TORY STREET

8.1 SEISMIC STRENGTHENING OF BUILDINGS A & B – ENGINEER RESPONSE

The paper was taken as read.

There was a discussion about risk view point versus compliance view point.

The Board **noted** the update.

The Construction Manager, Mr. Henry Tatham of Beca and Mr. Dave Brunsdon of Kestral left the meeting at 11.24am.

8.2 LONG TERM PLAN FOR TORY STREET

The paper was taken as read.

There was a discussion about a communications plan for this matter.

The Board:

- a) **noted** the requirement as a PCBU to maintain safe premises for staff;
- b) **noted** the requirement for the national museum to protect and preserve the collection;
- c) **noted** advice provided by engineers that in a 1 in 1000 year event, the occupants of Buildings A & B at Tory Street should be able to evacuate safely, and access to retrieve the collection would be possible;
- d) **noted** advice provided by engineers that there is considerable uncertainty in relation to future levels of seismicity that should apply to Wellington buildings, but that requirements will likely increase in the next few years;
- e) **noted** the significant cost and disruption to operations of upgrading the Tory St Buildings A & B premises to achieve 70% NBS (IL3) and to implement steel angle brace strengthening;

- f) **noted** the progress of the Budget Bid to replace the SCA and ongoing discussions with WorkSafe with regard to ongoing operation of the SCA (which cannot be adequately seismically strengthened and is currently non-compliant with Health and Safety Regulations);
- g) **noted** changing circumstances at Cable St with regard to potential allocation of space;
- h) **noted** potential new approaches to collection philosophy (i.e. distributed collection);
- i) **agreed** that a business case should be completed to assess options, including exiting the Tory Street site. A report back on progress is requested for June 2021;
- j) **requested** a communications plan be developed for key stakeholders and (at the appropriate time) the public;
- k) **agreed** that the Tory Street buildings need to be maintained in the meantime, but that significant investment should be put on hold, if possible; and
- l) **requested** a paper for a future Board meeting that sets aside the original 2019 business case for seismic strengthening at Tory Street, and seeks approval for write-offs.

Prof. Dame Juliet Gerrard left the meeting at 11.51am.

KAUPAPA WHAKAHAERE | STANDING ITEMS

11. FINANCE REPORT

The report was taken as read.

There was a discussion about the influence of the trans-Tasman bubble with Australia.

The Board noted the report.

12. HEALTH AND SAFETY (H&S) REPORT

The report was taken as read.

There was a discussion about H&S risks.

The Board noted the report.

7. LEADERSHIP REPORT

The report was taken as read.

There was a discussion about topics from the report.

The Board noted the report.

13. PROJECT MANAGEMENT SUMMARY

The report was taken as read.

The Board noted the report.

KAUPAPA WHAKAMŌHIO | ITEMS FOR NOTING

9. UPDATE FROM TE PAPA FOUNDATION

The Board Chair and Mr. Cameron Harland, as Te Papa Foundation trustees, provided a brief update on Te Papa Foundation to the Board.

The Board noted the report.

14. GENERAL BUSINESS AND MATTERS ARISING

There were no items of general business.

The Board Meeting closed at 12.37pm.

APPROVED

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

Fran Wilde
Chair, Te Papa Board

7 May 2021