

**MEETING NO. 224
MINUTES OF A MEETING OF THE
MUSEUM OF NEW ZEALAND TE PAPA TONGAREWA BOARD
THURSDAY 5 NOVEMBER 2020**

PRESENT	Hon. Dame Fran Wilde	Chair
	Mr. James Daniels	[Zoom]
	Prof. Juliet Gerrard	[Zoom]
	Mr. Cameron Harland	
	Ms. Jackie Lloyd	Chair Org. Culture & People Committee
	Mr. Andy Lowe	[Zoom]
	Ms. Caren Rangī	Chair Assurance & Risk Committee
	Prof. Jacinta Ruru	Chair Te Tiriti Kōmiti [Zoom]
IN ATTENDANCE	Dr. Arapata Hakiwai	Kaihautū
	Ms. Courtney Johnston	Tumu Whakarae Chief Executive (CE)
	Mr. Ian Crowe	Director Museum and Commercial Services (MCS)
	Ms. Leigh Deuchars	Director Strategy and Performance (S&P)
	Dr. Dean Peterson	Director Collections and Research (C&R)
	Ms. Lisa Tipping	Chief Finance and Operations Officers (CFOO)
	Ms. Jamee Taylor	Board Secretary
	Mr. Malcolm Shaw	Chief Governanace and Sustainability Officer, NZ Post
APOLOGIES	n/a	

BOARD ONLY SESSION

The Board held their board only session from 8.30am to 8.50am.

The CE, Kaihautū, Director S&P, CFOO and Board Secretary together with Mr. Malcolm Shaw of NZ Post joined the meeting at 8.50am.

The Board and ELT members received an update on implementation of Integrated Reporting at NZ Post.

Mr. Malcolm Shaw of NZ Post and the Director S&P left the meeting at 9.17am.

MEETING ADMINISTRATION

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.

6. LEADERSHIP REPORT

The report was taken as read.

The CE and Kaihautū provided further update on the Museum Hardship Fund and Raranga Matihiko.

There was a discussion about repatriation, deaccession and visitor numbers.

The Board provided feedback on the structure of the report.

The Board **noted** the update.

The Director MCS joined the meeting at 9.54am.

13. FINANCE REPORT

The report was taken as read.

The Board **noted** the report.

8. COMMERCIAL BUSINESS OVERVIEW

The paper was taken as read.

There was a discussion about touring exhibitions and overseas impacts of the pandemic.

The Board **noted** the update.

10. BUDGET 2021 APPROACH

The paper was taken as read.

There was a discussion about modelling and scenarios.

The Board:

- **noted** the update;
- **provided** feedback on the approach; and
- **agreed** to hold an exceptional meeting if any decisions are needed before the December Board meeting.

Prof. Jacinta Ruru left the meeting at 10.57am.

11. TORY STREET UPDATE

The paper was taken as read.

It was noted the Assurance and Risk Committee discussed this paper at their recent meeting.

The Board noted the update and recommended this be a standing item at future meetings.

7. BUSINESS CASE: SEISMIC STRENGTHENING OF BUILDINGS A AND B

The business case was taken as read.

There was a discussion about New Building Standard (NBS) ratings.

The Board:

- **Noted that the need to complete seismic strengthening at Tory Street is driven by a Board decision to repair the site rather than look elsewhere in response to shareholder views reflected in the Minister's Letter of Expectations for 2019/20;**
- **Requested more information before making a decision about the business case.**

2. DRAFT MINUTES

The Minutes of Meeting 223 (2 October 2020) were reviewed.

The Board approved the minutes.

3. ACTION ITEMS AND MATTERS ARISING

The action items were reviewed.

The Board noted it would be updated on the indemnity for *Dalí and the Surrealists* exhibition when more information is available.

The Board noted the action items.

4. ORGANISATIONAL CULTURE & PEOPLE COMMITTEE

The Committee Chair informed the Board that at the committee's meeting in October a decision was made about the remuneration of the Kaihautū and Tumu Whakarae Chief Executive.

The Board noted the update.

5. ASSURANCE & RISK COMMITTEE (ARC) UPDATE

The Committee Chair informed the Board that the ARC received the signed management representation letter and signed the Statement of Responsibility and Letter of Representation.

The ARC approved updates to the Procurement and Contract Policy.

The ARC received an assurance update (Fraud Controls Health Check, Fraud Risk Assessment, Payroll Controls Review and Assurance Risk Plan 2020/21).

The Board noted the update.

KAUPAPA WHAKAHAERE | STANDING ITEMS

12. BOARD WORK PROGRAMME

The paper was taken as read.

The Board noted the work programme.

14. HEALTH AND SAFETY REPORT

The report was taken as read.

There was a discussion about the lone worker injury.

The Board noted the report.

The Director S&P re-joined the meeting at 11.18am.

6. PROJECT MANAGEMENT SUMMARY

The report was taken as read.

The Board noted the report and update.


14. GENERAL BUSINESS AND MATTERS ARISING

There were no items of general business.

After the meeting, the Board held a risk workshop.

The Board Meeting closed at 11.23am.

APPROVED



Fran Wilde
Chair, Te Papa Board

11 December 2020