

**MEETING NO. 237
MINUTES OF A MEETING OF THE
MUSEUM OF NEW ZEALAND TE PAPA TONGAREWA BOARD
WEDNESDAY 23 MARCH 2022**

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| PRESENT | Hon. Dame Fran Wilde | Chair |
| | Prof. Dame Juliet Gerrard | |
| | Mr. Cameron Harland | [via Zoom] |
| | 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 [via Zoom] |
| IN ATTENDANCE | Dr. Arapata Hakiwai | Kaihautū |
| | Ms. Courtney Johnston | Tumu Whakarae Chief Executive (CE) |
| | Ms. Puawai Cairns | Director Audience & Insight (A&I) [via Zoom] |
| | Ms. Leigh Deuchars | Director Strategy & Performance (S&P) |
| | Ms. Lisa Tipping | Chief Finance & Operations Officer (CFOO) |
| | Ms. Syd Duflou | Commercial Business Manager |
| | Mr. Grant Manson | Head of Finance Strategy |
| | Ms. Jamee Taylor | Board Secretary |
| APOLOGIES | Mr. James Daniels | |

BOARD ONLY SESSION

The meeting began at 11am and the Board held an in camera session until 11.56am.

Prof. Dame Gerrard left the meeting at 11.30am and returned at 11.56am.

The CE, Kaihautū and Board Secretary joined the meeting at 11.56am.

MEETING ADMINISTRATION

The Board acknowledged it was the Board Secretary's last meeting and thanked her for her contribution.

1. CONFLICTS OF INTEREST

The Board reviewed the interest register.

The Board noted the interest register and confirmed there were no conflicts for the meeting.

2. DRAFT MINUTES

The minutes of Board 236 (18 February 2022) 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.

The Board noted and updated the action items.

NGĀ WHAKAHAERETANGA ME NGĀ RIPOATA KAIĀRAHI | GOVERNANCE AND LEADERSHIP REPORTS

4. UPDATE FROM TIKANGA TĀNGATA

The Board received an updated from the committee's recent special meeting.

The Board noted the update.

5. UPDATE FROM TE KOMITI KI TE AO MĀRAMA

The Board received an updated from the committee's meeting earlier that day.

The Board noted the update.

6. LEADERSHIP REPORT

The paper was taken as read.

The Board and Management acknowledged the passing of Ngāi Tūhoe kuia, Hokimoana Te Rika-Hekerangi, and former Board Chair, Tā Wira Gardiner.

There was a discussion about plans for the launch of the Matariki public holiday this year.

The Board received an update on the recruitment of two Tier Two roles, Director Partnerships & Development and Director Museum & Commercial Services.

There was also a discussion about the Government's announcement about changes to settings and guidelines for businesses.

The Board noted the update.

The meeting adjourned at 12.44pm and recommenced at 12.55pm.

The Director S&P joined the meeting at 12.55pm.

KAUPAPA HEI WHAKATAU | ITEMS FOR DECISION

7. DRAFT STATEMENT OF PERFORMANCE EXPECTATIONS (SPE) 2022/23

The paper was taken as read and the Board provided feedback on the draft SPE.

The Board:

- a) **approved the release of the draft to the Ministry for Culture and Heritage; and**
- b) **noted deadlines and Board/Ministerial approval processes.**

The Director S&P left the meeting at 1.08pm.

The CFOO and Head of Finance Strategy joined the meeting at 1.08pm.

KAUPAPA WHAKAMŌHIO NOA | ITEMS FOR NOTING

8. BUDGET 2022/23

The slides from the meeting pack were taken as read.

The Board received a summary of Budget Bids that are still under consideration.

The Board discussed the priorities and approach for the Budget. It was clear that the main priority would be tikanga tāngata investments in people and that trade-offs should be consciously made based on priorities.

The Board:

- a) **endorsed the priorities; and**
- b) **noted the Budget timeline.**

The CFOO and Head of Finance Strategy left the meeting at 1.46pm.

The Commercial Business Manager joined the meeting at 1.48pm.

9. TĀKINA WELLINGTON CONVENTION AND EXHIBITION CENTRE

The paper and its appendices were taken as read.

The Board received a summary of the project milestones to date including the context behind the name Tākina.

The context behind 'Tākina Events' as the single service brand name agreed by Wellington City Council and Te Papa was provided during the meeting and the Board was presented with an overview of plans for the transition from 'Te Papa Venues' to 'Tākina Events'.

There was a discussion about Te Papa's brand and story.

The Board noted the update and the process for the transition of Te Papa Venues to Tākina Events.

At 2.28pm the Commercial Business Manager left the meeting and the Director A&I joined the meeting.

10. TE HŌTAKA MATUA TE PAPA AUDIENCE PROGRAMME UPDATE

The paper was taken as read.

The Board received a presentation summarising each area of the Audience Programme: Live Programming; Digital Museum; Exhibitions; Learning; and Publications.

The Board noted the update.

The Director A&I left the meeting at 3.29pm.

KAUPAPA WHAKAHAERE | STANDING ITEMS

11. FINANCE REPORT

The report was taken as read.

The Board noted the update.

12. HEALTH AND SAFETY (H&S) REPORT

The report was taken as read.

The Board noted the report.

13. PROJECT MANAGEMENT SUMMARY

The report was taken as read.

The Board noted the report.

14. BOARD WORK PROGRAMME

The programme was taken as read.

The Board discussed the locations of their in person meetings for the remainder of 2022.

The Board noted the report and agreed to changes in location of some meetings.

15. GENERAL BUSINESS AND MATTERS ARISING

There were no items of general business.

The Board Meeting closed at 3.51pm.

APPROVED



Fran Wilde
Chair, Te Papa Board
27 April 2022

