

**MINUTES OF THE OFLC BOARD HUI
Wednesday 1 June 2022**

(held as an adjunct to the Management Hui of 1 June)

Present Acting Chair: Rupert Ablett-Hampson

In Attendance Julia Dayan, Maggie Tait

Minutes Julia Dayan

1.	Adoption of Minutes from the previous meeting of 8 February 2022 Meeting of 8 February 2022 cancelled.
2.	Health and Safety No new matters raised. The Office continues to operate under current COVID setting. The Board notes increased absences due to illness particularly associated with COVID. Staff continue to be WFH and/or take sick leave if they, or a member, of their household have tested positive to COVID. Staff are also encouraged to WFH and/or take leave in the case of illness.
3.	Potential Conflicts of Interest No new conflicts.
4.	New Business
4.1	Standing Item - Governance overview of Impact of COVID19 No matters discussed.
5.	Ratification of Reports The following reports were ratified: <ul style="list-style-type: none">▪ Information Unit December 2021▪ Classification Unit December 2021▪ Corporate Services December 2021

6. Reports Presented to the Board

6.1 Classification Unit Report Tabled

Classification Unit monthly reports for January – April 2022 were circulated for review and discussion. The following matters were highlighted in the April reports:

- **Quality, Quantity and Timelines**
For the YTD to April the number of publications Received, Examined and Registered were all below estimated range.
During April 1 Crown publication and 46 Commercial publications were examined and the timeliness targets were exceeded
- In April 'The Kashmir Files' was classified, and then received under a s42(3) for reconsideration. The rating was raised from R16 to R18.
- **Board of Review**
The Board decision on three text files was released. The publications were originally classified R18 and sent to the Board by Police. The Board classified the files R18. The Classification team will hold a focused discussion on the salient points of the Board's decision.
The Office made its submission to the Board on the publication "Livestream Suicide 14 March 2018" (OFLC Ref: 2100180.000). This was submitted to the Board by DIA. This video was classified R18 by the Office.
- **CVOD**
132 CVOD publication have been assessed for the year to April.
As the approvals work for the CU unit wound down, the team pivoted to proactive monitoring of the platforms. This focuses on assessing titles that are high profile, potentially controversial, or deal with sensitive topics like sexual violence or suicide. The CU team has been working closely with the Information unit in deciding which titles to assess. This work is expected to increase once the vacant CA positions are filled.

6.2 Information Unit Report Tabled

Information Unit monthly reports for January – April 2022 were tabled. The following matters were highlighted in the April report:

- As the Chief Censor's (DS) last month it was a busy time as he finished up key pieces of work and handed over to the Acting CC (RAH).
- Line-by-line review of the current research report was conducted. The next stage of this project will be under Rupert's direction and it is on track to be launched this financial year.
- While we continue to get fewer website visits than previously, the engagement is now largely a New Zealand audience which is interested in our mahi. Since the

launch of the new website, of the users who start their session on the home page and then went to a second page, 31% went to Find a Rating. The Find a Rating page (including quick takes) has overtaken the March 15 classification decision as the site's second most viewed page (after the home page)

- The CVE team organised Dr Tara Kirk Sell to talk about her work on health-related misinformation and disinformation on May 5th.
- In the pornography education workstream, April saw the long awaited release of the Ka huri i te kōrero – Changing the conversations educator module. We held a virtual presentation for 26 teachers across 9 schools in Christchurch to run through the module and answer any questions.

6.3 Corporate Services Report Tabled

Corporate Services monthly report for the year to April 2022 was tabled. The following matters were highlighted:

- For the YTD we have a deficit of \$(76.4K) against a budgeted deficit of \$(221.0K), a variance of \$145K. This variance is mainly driven by personnel expenditure which is \$115K under budget.
- CVOD personnel expenditure is under budget as the work has been conducted by staff allocated to other cost centres. Staff allocation has been factored into the 2022/23 budget.
- Levy Revenue is expected to be \$50K less than forecast. The Levy regulations were finalised in May 2022, subsequent to the preparation of the budget.
- 37% of the capital budget has been spent leaving \$85K of capital budget for the year unspent
- The Collective Agreement was settled in April, with salary adjustments applied in May.
- Sick leave and annual leave usage have both increased.

7 Capital Expenditure for the Month

The following capital items have been approved since the last board meeting:

- | | |
|------------------------------|---------|
| • Sit/Stand Desk 1500mm | \$755 |
| • Whiteboards | \$2,450 |
| • Leaner | \$1,054 |
| • Air Purifier | \$503 |
| • Aruba 6000 24G 4SFP Switch | \$2,870 |

8 Annual Leave Liability

The Office's annual leave liability as at the end of May '22 was tabled and reviewed.

9	<p>Legislative Compliance Framework</p> <p>The Board held a general discussion on process and responsibility in relation to legislative compliance.</p> <p>The Board noted the update to the Protected Disclosures (Protection of Whistleblowers) Act 2022, comes into force from 1 July 2022. Julia will review the current policy and update as necessary.</p>
10	<p>Risk Management Framework risk register</p> <p>No changes to issues in register.</p> <p>A review of the Risk Register is scheduled for later today (1 June).</p>
11	<p>Review Board Calendar</p> <p>Outstanding – the Board Calendar requires updating and was not reviewed.</p>
12	<p>Other New Business</p> <p>No other business</p>

Signed:

Chair:

Date:

15/9/2022