

**MINUTES OF THE TMW BOARD HUI
 Wednesday 10 May 2023**

Present Chair: Caroline Flora
 Rupert Ablett-Hampson

In Attendance Julia Dayan, Maggie Tait, Whetū Campbell

Minutes **s 9(2)(a)**

1.	<p>Adoption of Minutes from Meeting of 15 February 2023</p> <p>The minutes of the previous meeting were adopted.</p>
2.	<p>Health and Safety</p> <p>The Board noted business continuity plans will be reviewed at the management meeting scheduled for Wednesday 17 May.</p>
3.	<p>Potential Conflicts of Interest</p> <p>No new items were declared.</p>
4.	<p>New Business</p>
4.1	<p>Kia Toipoto Action Plan</p> <p>The Board endorsed the action plan and noted objectives will be tracked in the work programme.</p> <p>Progress on objectives will be documented in the Joint Management Report to the Board.</p>
4.2	<p>Draft Board Charter</p> <p>The Board reviewed the draft Charter and generally agreed with intent and coverage of the document, and discussed and agreed to additions.</p> <p>Chief Censor (CC) will update Charter and circulate to management team for review. The Deputy Chief Censor (DCC) will then carry out a final legal review of the document.</p> <p>The Charter will be tabled at the Q4 Board meeting for adoption.</p> <p>Noted that Whetū Campbell as Pou Ārahi has joined the Board in an advisory capacity.</p> <p>The board discussed how the charter might reflect the differing statutory accountabilities of members, and decided to distinguish in the charter between the</p>

	<p>non-statutory responsibilities of the full board, and the statutory responsibilities of the CC and DCC.</p> <p>Whetū will need to complete a conflict of interest declaration. Details to be discussed at the Q4 Board meeting.</p>
5.	Reports Presented to the Board
5.1	<p>Draft Q3 Joint Management Report Tabled</p> <p>Discussed the joint report; with feedback to be incorporated into Q4 Report. The joint report is to highlight opportunities, risks and key achievements against each strategic priority, and provide high level updates about each work programme line item.</p>
6	<p>Capital Expenditure for the Month</p> <p>No capital expenditure items were noted.</p>
7	<p>Legislative Compliance Framework</p> <p>Board reviewed draft document and provided feedback.</p> <p>DCC & Corporate Services Manager to discuss the draft and incorporate feedback for the Q4 Board meeting.</p>
8	Risk Management Framework risk register
8.1	<p>Affirm draft Risk Register</p> <p>Item deferred to Q4 Board meeting.</p>
8.2	<p>Investment and sustainability plan</p> <p>Investment and sustainability plan noted by the Board.</p> <p>CC and Corporate Services Manager to provide a detailed update at the Q4 Board meeting.</p>
9	<p>Review Board Calendar</p> <p>No new items discussed.</p>
10	<p>Other New Business</p> <p>No other business.</p>

Signed:

Chair:



Date:

11/8/23