

From: Stephanie Plumer
Sent: Tuesday, 24 January 2017 12:23 p.m.
To: Leigh Huffine
Subject: FW: Meeting with Nga Taonga in January

Hiya, email request is below.
Not sure re papers, I would expect not.

From: Chris Du Fall s9(2)(a)
Sent: Tuesday, 20 December 2016 7:02 a.m.
To: Stephanie Plumer s9(2)(a)
Subject: Re: Phone messages

Morning Stephanie

All good, completely understand and just thought a call would be quicker ... but here's the gist. Rebecca and our Chair, Jane Kominik, would like to meet with Paul for an hour mid to late January, or early February, but before our Board Meeting on Friday 10 Feb. We'd then like him to come to our Board Meeting on 10 Feb and I wonder about his availability at, say, 9.30am (as he did last year) for an hour or so.

Relative to the late Jan/early Feb meeting with Jane, happy for that to be at your offices – Rebecca returns from leave on Tuesday 24 January.

Ta Stephanie, look forward to hearing back from you so I can coordinate diaries at this end.

Thx heaps
Chris

Chris Du Fall
EA to Chief Executive, Rebecca Elvy
Ngā Taonga Sound & Vision
84 Taranaki Street · PO Box 11 449 · Wellington 6142
s9(2)(a)
www.ngataonga.org.nz

From: Stephanie Plumer s9(2)(a)
Date: Monday, 19 December 2016 at 3:50 PM
To: Chris Du Fall s9(2)(a)
Subject: Phone messages

Hi Chris,

Sorry, am slammed atm so haven't been able to return your call from the other days and now you have tried me again.

Is there a chance you could email me as to what you are after? I am hoping to have a catch up with Paul at some stage tomorrow so if its diary related, be good to have that.

Thank you,
Stephanie

Stephanie Plumer | Executive Assistant to Paul James, Chief Executive
Manatū Taonga - Ministry for Culture and Heritage
Former Public Trust Office Building, 131 Lambton Quay
P O Box 5364, Wellington, New Zealand

s9(2)(a)

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From: Stephanie Plumer
Sent: Thursday, 9 February 2017 11:50 a.m.
To: Leigh Huffine; Sue Sutton; Karen Adair
Cc: Paul James
Subject: FW: Outline/Agenda for tomorrow afternoon

Importance: High

Hi Leigh/Karen/Carrie,

For your action please in advance of the session with Nga Taonga tomorrow.

Paul is now out of the office until just before this meeting (in Auckland) so appreciate your help with this.

Thank you,
Stephanie

From: Rebecca Elvy [s9(2)(a)]
Sent: Thursday, 9 February 2017 11:17 a.m.
To: Paul James [s9(2)(a)]
Cc: Carrie Cooke [s9(2)(a)]
Subject: Outline/Agenda for tomorrow afternoon

Kia ora Paul

I hope you are well!

I met with the Chair yesterday, and we had a brief chat about what we hope can be achieved in our joint session tomorrow afternoon.

The Board would greatly value a run through of the strategic outlook from your perspective – Minister's priorities, heritage sector direction, MCH priorities etc
Then the four topics that we discussed with you the other day remain top of mind... Obviously there will be some repetition, but it is for the benefit of the full Board. Those topics were:

- Property
- DMT/NZOS
- [s9(2)(f)(iv)]
- Update on restructure

Based on my discussion with Jane and Simon, I think the key area where the Board would be most appreciative of your 'steer' is in relation to Avalon/Property matters. [s9(2)(i)]

[s9(2)(j)]

[s9(2)(j)] I'm hoping you've had a chance to peruse our Property Strategy, as that is the perspective that the Trustees will be bringing to the discussion. [s9(2)(j)]

[s9(2)(j)]

Give me a call if you have any questions.

Ngā mihi
Rebecca

Rebecca Elvy
Chief Executive
Ngā Taonga Sound & Vision

84 Taranaki Street · PO Box 11 449 · Wellington 6142

s9(2)(a)

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Memo

Subject:	Background information for Ngā Taonga Sound & Vision meetings
Date:	26 January 2017
To:	Paul James, Chief Executive Karen Adair, Group Manager Policy & Sector Performance
Copies to:	
From:	Leigh Huffine, Assistant Policy Advisor
Attachments:	Out of scope Ngā Taonga fact sheet on restructure

Purpose of Memo

1. On Monday 30 January you are meeting with representatives of Ngā Taonga Sound & Vision (Ngā Taonga). The attendees from Ngā Taonga are:
 - Jane Kominik, Chair of the Board of Trustees
 - Simon Murdoch, Board member
 - Rebecca Elvy, Chief Executive
2. You are subsequently attending the Ngā Taonga Board of Trustees meeting on Friday 10 February. Leigh Huffine, the monitor for Ngā Taonga, will attend with you.
3. You have requested background information in preparation for these meetings. The most recent briefings provided to the Minister for Arts, Culture and Heritage relating to Ngā Taonga are attached. An updated summary of current issues is provided below.

Current issues and opportunities

Recent organisational restructure

4. Ngā Taonga announced changes to the structure of the organisation on 9 December 2016. These changes are intended to support Ngā Taonga's efforts to achieve its Strategic Plan 2016-2024. A fact sheet on the restructure provided by Ms Elvy is attached for your information.

5. The changes include the collection and the roles directly associated with the collection moving from Auckland and Christchurch to Wellington. As a result, some roles will require relocation, though staff who do not require direct access to the collections have the option to remain where they are. Ngā Taonga had originally intended to house the sound collection in Christchurch at the new DIA/Archives New Zealand facility at Wigram but found that the rent would be prohibitively expensive and withdrew from the agreement.
6. Minister Barry met with Ms Elvy and Ms Kominik on 10 November 2016, and they advised the Minister at that time that the pending restructure would have an impact on staff and collections in Christchurch. s9(2)(g)(i)
s9(2)(g)(i)
7. The restructure has attracted some critical attention from the media and interested stakeholders in the archiving community, particularly in regard to the relocation of the sound collection from Christchurch, the potential seismic risks arising from centralising the collection in one location and the expertise needed to care for and manage the collection.
8. The Ministry has received more than ten Official Information Act requests relating to Ngā Taonga in the last two months, and we are aware that other agencies including Radio New Zealand, Archives NZ, DIA and Te Māngai Pāho have received similar requests. Lianne Dalziel, the mayor of Christchurch, also wrote to the Minister and the Board to express her concerns.
9. Ngā Taonga has advised us that final decisions were made in early January and that the new structure is expected to be in place from early April. We will continue to monitor the situation and to work closely with Ngā Taonga in responding to requests.
10. s9(2)(g)(i)

Accommodation

11. Te Anakura, Ngā Taonga's Taranaki Street building, is the main accommodation for staff and point of accessibility to the public. In 2012, the Wellington City Council advised that the building was regarded as earthquake-prone.
12. Ngā Taonga has undertaken cost estimations for the work required for seismic strengthening. These costs are significantly higher than previously expected and likely beyond the ability of Ngā Taonga to meet within its current funding, therefore posing a considerable risk to the organisation.
13. In its 2015/16 Annual Report, Ngā Taonga included a \$624,325 impairment cost for Te Anakura, causing Ngā Taonga to exceed its forecast deficit for the year.

14. Ngā Taonga is currently considering its options, and actively considering alternatives, and the issue may be raised at the Board of Trustees meeting. Minister Barry discussed the situation with Ms Elvy and Ms Kominik in November and suggested that Ngā Taonga could consider exploring potential co-location options in the refurbished Civic Centre or with Te Papa.

15. You may wish to ask Ms Elvy and Ms Kominik for an update.

16. As part of the centralisation of the collection, Ngā Taonga will transfer the sound collection from Christchurch to its Avalon facility at no additional cost for accommodation. Avalon is a purpose-built, climate-controlled facility in Lower Hutt owned by DIA. It was originally owned by TVNZ but was sold to the Crown as part of the arrangements for the transfer of the TVNZ Archive to Ngā Taonga's management. The Ministry holds separate agreements with DIA and Ngā Taonga that permit Ngā Taonga to occupy the Avalon facility.

17. s9(2)(j)
s9(2)(j) The Ministry's agreement with Ngā Taonga to occupy Avalon is due to be renewed alongside a new Memorandum of Understanding (MoU) with the Minister for Arts, Culture and Heritage before the end of the financial year. s9(2)(j)

s9(2)(j)

18. Archives NZ has previously raised the possibility of storing part of its collection in the vaults at Avalon while it undertakes seismic strengthening. We are not aware of any immediate plans to pursue this option. We understand Ms Elvy is regularly in touch with colleagues at DIA and may be able to provide an update.

Screen sector websites

19. At the November meeting with the Minister, Ms Elvy and Ms Kominik discussed the responsibility for NZ On Screen, a website that showcases New Zealand film, television and music video content.

20. Under current arrangements, the Digital Media Trust administers NZ On Screen with funding provided by NZ On Air, but Ngā Taonga feels strongly that it should be responsible for the operation of the website. Ngā Taonga maintains that the key issues relate to a duplication of efforts and funding as well as accountability for making audio-visual heritage accessible.

21. NZ On Air and the Digital Media Trust believe there is no cause to alter the current arrangements. The Chair of the Digital Media Trust has recently written to Ms Kominik expressing his concerns about Ngā Taonga's objectives and requesting a meeting to discuss the issue further.

22. The Ministry provided joint advice to Minister Barry and the Minister of Broadcasting on this matter and recommended maintaining the status quo arrangements. Our initial analysis did not show any immediate benefits to transferring responsibility for NZ On Screen to Ngā Taonga.
23. In the meeting with the Minister, it was agreed that Ngā Taonga would work to build a positive and collaborative working relationship with NZ On Air and the Digital Media Trust with regard to their audiovisual websites. Minister Barry also directed the Ministry to facilitate collaboration between the three agencies and to provide further advice on improved institutional arrangements to enhance public access to New Zealand's audio-visual heritage.
24. We expect Ngā Taonga to continue to advocate for a change in responsibility for NZ On Screen. We will determine next steps for developing further advice in early February.

Progress on digitisation

25. Ngā Taonga continues work on digitising its collection. The 2015/16 Annual report notes that the organisation invested close to \$1 million in its digital storage capacity and film scanning technology to accelerate the digital preservation of the collection. It exceeded its target for digital collection and narrowly missed its target for digital titles added.
26. As part of the transfer of the TVNZ Archive to Ngā Taonga's management, former Minister of Broadcasting Craig Foss stated that 20,000 titles from the collection would be available digitally by 2017. We understand that Ngā Taonga has a long way to go to achieve this target. The Ministry regularly receives enquiries about progress to date, including three of the current OIA requests. s9(2)(g)(i)

s9(2)(g)(i)

27. The Ministry understands that Ngā Taonga is facing cost pressures in relation to this work. The draft Letter of Expectations provided to Minister Barry for signature establishes an expectation for Ngā Taonga to continue to deliver this work within baseline funding. s9(2)(f)(iv)

s9(2)(f)(iv)

28. s9(2)(g)(i)

Board appointments

29. The Board is composed of six Trustees. Bios are provided in Appendix A.

30. Three of these Trustees (Jane Kominik, Derek Fox and Judith Fyfe) will complete their second terms in June 2017. As they are not eligible for renewal, three new Trustees will need to be appointed and a new Chair elected.
31. Ngā Taonga is not a Crown Entity and therefore the Board, rather than the Ministry, is responsible for appointing its Trustees. Ngā Taonga's Constitution does permit the Board to seek nominations from stakeholders, in a manner that the Board determines.

Memorandum of Understanding

32. The Minister for Arts, Culture and Heritage holds a MoU with Ngā Taonga that outlines Ngā Taonga's relationship with the responsible Minister in terms of its Crown funding and sets out agreed objectives and accountability processes.
33. The current MoU was for a period of three years and expires on 30 June 2017. We will shortly begin preliminary discussions with Ngā Taonga on the drafting of a new MoU. This agreement is key to establishing the Minister's expectations of Ngā Taonga as well as the Ministry's monitoring relationship with the organisation and therefore will need to be carefully considered.

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Appendix A: Bios for Ngā Taonga Board of Trustees



Jane Kominik worked in the public sector, principally in the development of arts, culture and heritage policy. During the 1980s she served as the Department of Internal Affairs representative on a number of statutory bodies. She was appointed the deputy Chief Executive and Senior Policy Manager at the Ministry for Culture and Heritage when it was established in 1991. During her time at the ministry, she was involved in major cultural policy development, including legislation relating to arts, heritage and broadcasting. In 2009 she became a Companion of the Queen's Service Order, for services to the Ministry for Culture and Heritage.



Ngāti Porou

Derek Fox has devoted his life to bringing the voice of Māori across the airwaves, through his career in television, print and Māori media. He was born in Wairoa and in 1995 returned there to serve six years as a District Councillor and two terms of Mayor. He was part of a group that battled for almost two decades to force the Crown to establish Māori radio and television to nurture and protect Te Reo Māori. It began with a claim to the Waitangi Tribunal in 1984. He was the Chairman of the inaugural board of Māori Television and served as the network's first Chief Executive. He was the owner of the highly successful *Mana* magazine and a former Chair of the Māori Broadcasters' Association. *Ngāti Kahungunu*,



Judith Fyfe has a background in research and broadcasting. Prior to co-founding the New Zealand Oral History Archive with Hugo Manson she worked in radio and television as a journalist. She has also had a long time involvement with the film industry as a Partner in City Associates, a film production company. Currently she is a barrister with a specialist forensic law practice. During her term as a Director of Radio New Zealand Limited, she was a Director of Sound Archives Ngā Taonga Kōrero. For a number of years she was a member of the Arts Board of Creative New Zealand and also a member of the Copyright Tribunal.



Edie Moke has been a professional director for over 15 years, with considerable experience as a business development and accounting consultant in both the public and private sectors. Her governance experience crosses several sectors, including health, broadcasting, early childhood education, and philanthropy. She served three terms with the Broadcasting Commission: New Zealand on Air and one term as Deputy Chair. She also served one term as the founding Chair of New Zealand on Screen 2007-10. Edie is currently an appointed Director on two District Health Boards, for the Canterbury and South Canterbury regions. *Te Arawa, Tūwharetoa, Ngāti Apa, Ngāti Kuia, Rangitāne, Ngāitahu*

Peter Douglas has extensive senior executive, management and governance experience in both the public and private sector. He is the former chief executive of Te Ohu Kaimoana – The Maori Fisheries Trust. As well as senior management experience in the public sector and banking industry, Peter is a high-regarded leader and advisor in iwi and Māori activities and organisations. He holds a Bachelor's degree in social science from Waikato University and a Master's degree in Public Administration from Harvard University. *Ngāti Maniapoto*

Simon Murdoch has a distinguished career as a diplomat and public servant. He was a Secretary of Foreign Affairs and Trade from 2002 to 2009, New Zealand High Commissioner in Canberra from 1999 to 2002, and Chief Executive Officer of the Department of Prime Minister and Cabinet from 1991 to 1998. He started his career in foreign affairs in 1972, serving in New Zealand and overseas until his retirement in 2009. Simon remains involved in several projects and activities including public sector reviews, consultancy services in crisis management, national security and intelligence. He holds governance positions on several public entities. Simon was awarded the honour of Companion of the New Zealand Order of Merit in 2009. He is a graduate of Canterbury University with a BA in English and American Studies and a MA with First Class Honours in American Studies.

Notes for Ngā Taonga Board meeting – 10 February

Ngā Taonga's Property Strategy

- Ngā Taonga's proposed Property Strategy consists of:

- Exiting lease arrangements in Christchurch, Auckland [s9(2)(j)]

- [s9(2)(j)]

- [s9(2)(j)]

- [s9(2)(j)]

- [s9(2)(j)]

- Securing a Showcase venue in the Wellington CBD

- Establishing Outreach hubs throughout the country.

Avalon

- Currently, DIA owns the Avalon building and holds an MoU with MCH allowing access to the TVNZ Archive Collection. MCH in turn holds a Licence to Occupy Archive Facility with Ngā Taonga.
- Ngā Taonga's key concerns are the ability to make significant modifications to Avalon to suit its needs and the desirability of long-term security regarding the location of its collections.

- [s9(2)(j)]

- MCH is the owner of the TVNZ Archive Collection through an agreement with TVNZ, and Ngā Taonga acts via agreement as the Manager of the collection. [s9(2)(j)]

- [s9(2)(j)]

- Ngā Taonga has already publicly announced its intent to relocate its Auckland and Christchurch collections to Avalon. [s9(2)(j)]

- [s9(2)(j)]

- [s9(2)(j)]

- We have contacted DIA and asked them to provide us the correct point of contact for property management matters. We will then notify them of Ngā Taonga's interest and identify what the next steps are. In our opinion negotiations should ultimately be between Ngā Taonga and DIA directly in consultation with MCH to ensure alignment with other governing agreements.

Talking points for meeting

- At the Board meeting, you may want to:

- note Ngā Taonga's intended Property Strategy

- [s9(2)(j)]

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- note that negotiations should ultimately be between Ngā Taonga and DIA directly with MCH monitoring for potential impacts on other arrangements.

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