

Phil Hobden

From: Sarah Davy <sarahdavy@ngataonga.org.nz>
Sent: Tuesday, 3 April 2018 2:43 p.m.
To: Phil Hobden
Subject: Ratings information
Attachments: Q2 Ngā Taonga Dashboard 201718.pdf

Kia ora Phil

Thank you for following this up.

I've attached our quarterly report to the Ministry for Culture and Heritage which shows how our 7 KPI's are recorded.

The KPI that's relevant to this request for viewing numbers for all commissioned and news/current affairs programmes where Ngā Taonga (both Avalon staff and our Wellington-based film and video collection team) has supplied footage to TVNZ is KPI 5 – Views, Visits and Listens (all sources).

We break our audience down according to a set of categories, as you'll see there is one specific one for 'RNZ Listeners' as we contribute content weekly to the Jesse Mulligan show.

We would anticipate receiving TVNZ viewing statistics on a confidential basis for each programme which we'd then amalgamate under a 'TVNZ Viewers' metric on the graph. There would be just one figure reported.

Otherwise you could send us a list of the relevant programme titles with the combined number, which we'd report in this way.

Let me know if you need any further information at this stage,

Best wishes

Sarah

Sarah Davy

GM Information Services

Poutakinga Rōpū Ratonga Kawe Kōrero

Ngā Taonga Sound & Vision

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From: Phil Hobden <Phil.Hobden@tvnz.co.nz>
Date: Wednesday, 14 March 2018 at 1:38 PM
To: Sarah Davy <sarahdavy@ngataonga.org.nz>
Subject: ratings information

Hi Sarah,

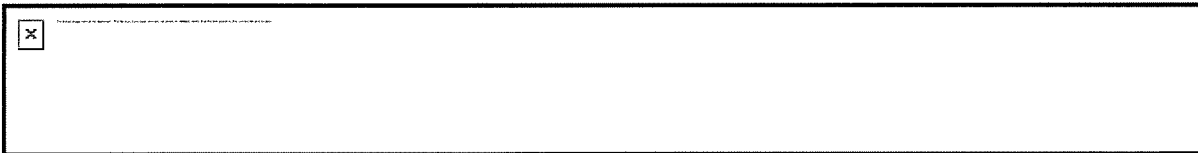
Following your request for us to provide ratings for programmes that have used footage from Nga Taonga could you please provide me with a couple of examples of the context in which you would use this information internally and externally.

Many thanks,

Phil.

Phil Hobden
General Manager
Media Operations

m. +64 27 479 4048



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online at tvnz.co.nz
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Ngā Taonga Sound & Vision Quarterly Two Report 2017/18

Key Performance Indicators

KPI	2017/18	2016/17	2015/16	2014/15
KPI 1: Percentage of Annual Acquisition Plan Achieved	30.5%	24.9%	55.4%	90%
KPI 2: Percentage of collection housed in best practice conditions	60%	60%	60%	60%
KPI 3: Percentage of collection available (subject to rights clearance)	44%	44%	44%	40%
KPI 4: Percentage of viewers/listeners (all government sources)	14.5%	15.5%	14.5%	13%
KPI 5: Number of viewers/listeners (all sources)	584,071	604,912	1,158,933	1,000,000
KPI 6: Responsiveness to air raid alarm	Meeting expectations	Meeting expectations	Meeting expectations	Meeting expectations
KPI 7: Percentage of employee engagement*	-	-	-	35%

*measured in July 2018 for the 2017/18 year

KPI 1: Annual Acquisition Plan Achieved (%)

Category	Q1	Q2	Q3	Q4	YTD	Target
TMP - television	26.6%	28.6%	28.6%	28.6%	55.2%	2,000 hours
TMP - radio	38.4%	8.5%	41.9%	41.9%	41.9%	2,000 hours
Television	33.4%	29.1%	17.5%	17.5%	62.5%	5,000 titles
Film	6.8%	10.7%	55.6%	55.6%	17.5%	400 titles
Radio	27.4%	28.2%	45.8%	45.8%	55.6%	1,600 titles
Music	29.6%	14.2%	37.5%	37.5%	45.8%	500 titles
Digital Collections	21.1%	37.5%	58.6%	58.6%	58.6%	800 titles
Total titles accessioned	30.5%	24.9%	55.4%	55.4%	30.5%	12,200

*This figure has been corrected to reflect television hours broken out but does not include cablecasting.

Variance

TMP Radio - Downlink in the second quarter reflects Nav/Dec wind down time for the radio stations - less new content.
 Film - This figure does not reflect current work re-acquisition existing titles as it does not involve creation of new titles. A focus on new film titles in Q3 and Q4 will raise this total.
 Music - The Collection Developer responsible for music was asked to cover other duties for 2-3 weeks and was away on extended leave for 5 weeks during this quarter. He is confident that the overall annual target will be met.

Collection Development

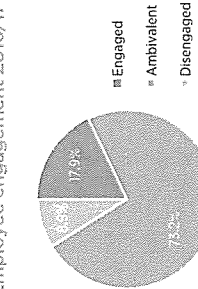
- Highlights this quarter:
 - The Outlook for 'Somebody' video competition has been running for ten years. Connected Media have deposited 4,264 copies of all winning entries, 20 per year, from 2009-2016.
 - Engaging with Te Kohanga Reo National Trust by presenting footage from several titles from the 1980s and 1990s at the national Kohanga Reo expo in Hamilton.
 - Gregor Nicholas has expressed appreciation for the efficiency we are showing with a depositor retrieval of master film materials for two of his shorts.
 - Academy award nominated Brian Brake documentary 'Shows of Aorangi' proved to be one of the most complex film preservation tasks to be successfully completed last year.
 - Four Morata Mita films have been fully preserved to the Digital Archive - Keskidee Aroha, Waitangi, Story of a Treaty, The Bridge and Koranqa Hokianaka.

KPI 4: Revenue from non-government sources (\$ YTD

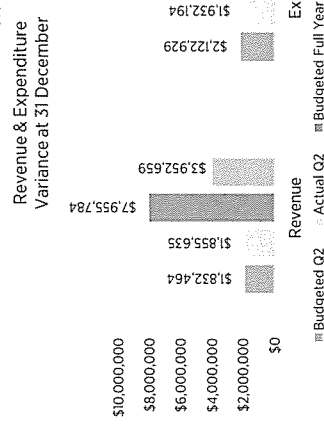
15.3% = \$ 603,546



KPI 7: Employee engagement 2016/17 (%)



Financial Performance (\$)



Key Variances & Developments

Major Budget Variances

Major variances: Revenue YTD Donations, Fundraising and Grants are down \$66k as work efforts focussed on the Patroagee launch and campaign. Work is under way to address the shortfall by identifying more fundraising projects, increasing active management etc.
 Expenditure: Sponsorship offering for Nga Taonga.

Major Budget Opportunities

Salaries (including Kiwibank) have YTD savings of \$34.5k as we have had a number of vacancies over the period. We have filled some of these roles, in addition to continuing our recruitment efforts.
 Other savings in anticipate spending include: CI of \$370k (resulting from being re-phased over the later part of the year), Depreciation of \$23k, and a number of savings in other categories.

Significant Achievements

- George Andrews, iconic television producer, is to deposit documentation, radio and television material that is not in our collection, and working with us to create a chronology of his significant career and achievements.
- Deposit of 67 heritage items including unique footage of Napier earthquake and other gems.

Key Variances & Developments

Significant Risks and Opportunities

Since the completion of our Strategic Plan 2016-2024 a significant amount of effort has gone into establishing a strong foundation for the organisation to achieve its aspirations. Key risks and opportunities under active management are:
 Relationships and reputation: A stakeholder management framework is being developed, and a more inclusive approach to planning and decision making has seen significant improvements in this area. Work in the coming months will focus on improving our customer service and building on our key stakeholder relationships.
 Resourcing: Although our finances are more stable, they remain a risk for us especially around cash reserves. The nature of our non-governmental funding places us at risk as it is harder to plan and forecast.
 Accommodation: Work is progressing on future accommodation options. Natural Disaster: In general, collection/heritage organisations need to have more sophisticated plans in place to manage natural disasters, and Nga Taonga is no exception. Although we cannot eliminate this risk we have done our due diligence around mitigating it, and believe we have taken the best measures to secure the collection and our people.

KPI 3: Collection available (subject to rights clearance) (%)

Category	Actual	Target	Notes
Film - all gauges (silent)	80%	6%	Colour grading needs outsourcing, material formats not available.
Film - all gauges (optical sound)	50%	14%	Equipment nearing end of life, collection nearly fully preserved.
Film - map, sound	50%	2%	Equipment available but not in service.
Video 2-inch	90%	>1%	Equipment nearing end of life, collection nearly fully preserved.
Video 1/2-inch	80%	4.5%	Equipment nearing end of life, collection nearly fully preserved.
Video Betacam SP	0%	>1%	Unable to preserve in NZ (although we do have a contractor Australia).
Video Digital Betacam	20%	10%	Equipment nearing end of life.
Video Umatic	20%	26%	Too few head hours available, Large proportion of collection.
Video VHS /SVHS	80%	6.5%	Equipment nearing end of life, parts are scarce.
Video DV / miniDV / DVCam	30%	13%	Too few head hours available, Large proportion of collection.
Video HDCAM / HDCAM SR	50%	>1%	Too few head hours available.
Audio - disc formats	100%	>1%	Problem format.
Audio - 1/4-inch DIT	70%	15%	Equipment in service, new styl purchased recently.
Audio - DAT	30%	>1%	Equipment nearing end of life.
Audio - cassette formats	90%	3%	Equipment nearing end of life, parts are scarce.
Audio - multi-track	50%	>1%	Do not have equipment for all formats.
Audio - CD-R	80%	>1%	Unstable format.
Documentation - posters	70%	>1%	Larger items must be outsourced.
Documentation - photographs	30%	2%	Volume too high.

* Estimates based on actual collection available data
 † Estimated proportion of collection as a whole. Standard counting and data not available across all collections yet.

KPI 6: Delivery of targets in the Iwi Engagement Annual Plan 2017/18

Item	Q1	Q2	Q3	Q4	YTD	Annual Target
Meet with iwi/Maori organisations to discuss possible relationship arrangements	3	4			7	5
Iwi/Maori screenings delivered	5	6			11	3
Iwi/Maori exhibitions online	1	0			1	3
Iwi/Maori internships completed	0	0			0	3

Highlights

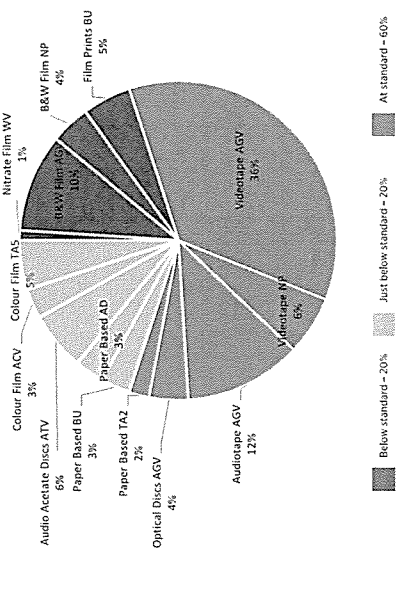
At the request of Uenuku Charitable Trust we travelled to Raetihi to screen material relating to Waitangi (Central Whanganui River) and were taken on a tour of their areas of importance on the Whanganui River. We also met with researchers from Raukawa and had a second haul with Huioroni regarding Treaty settlement.

Screenings were held for:

- Ngati Rangimui, Tauranga Moana;
- Navaho - Ute delegation (hosted at Te Anakura)
- National Weavers Hui, Rotorua
- Tuhonohono i Nga Taonga a-Iwi, Kaitiaki
- Uenuku Trust Screening, Raetihi
- Te Kohanga Reo National Trust Expo, Kiriikiriroa

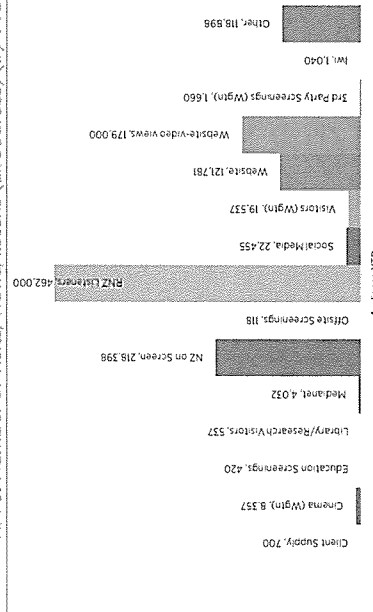
Notable requests for collection items in this quarter include: Te Whakamanga o Kapiti [Te Awa ki Whakamanga], Ngati Raukawa ki 'onga and Ngati 'toa Rangapiri - joint project with Kaitiaki Coast District Council on the history of Te Tiri in the region, for travelling exhibition to be launched on Waitangi Day 2018 and Pouri Education Trust: research and supply of audio on the Trust's history for use on their new website.

KPI 2: Collection housed in best practice conditions (%)



Category	Target	Actual
ACV	7-8 °C	22% RH
AGV	15 °C	24-26% RH
ATV	18 °C	24-26% RH
BU	20-20% RH	40% RH
NP	15 °C	40% RH
TA2	18 °C	40% RH
TV	15 °C	40% RH
VV	15 °C	40% RH

KPI 5: Number of visits/views/listens (all sources) (#) YTD



Phil Hobden

From: Sarah Davy <sarahdavy@ngataonga.org.nz>
Sent: Thursday, 5 April 2018 12:54 p.m.
To: Phil Hobden
Cc: Brent McAnulty; Lauren Tennent
Subject: Re: Relationship Map

Kia ora Phil

Thank you for your email. To clarify, our understanding is that TVNZ owns most of the IP in the collection: and, as per the transfer agreement, we believe that the title, risk and possession of the physical materials in the Archive Collection were transferred to the Crown (by and through MCH). The transfer agreement makes explicit provisions for increased access – and re-use - to be enabled by the Crown and Ngā Taonga as the Archive Manager. To this end, now that we have agreed the relevant database fields, we will be putting the collection metadata and some content online in the coming months. We are certain that this new access point will result in increased volumes of access requests, particularly from public and not-for-profit interests. This will therefore need to be factored into the workflows between our organisations along with associated resource planning when we renegotiate the Production Library Service Agreement. What is the timescale for the launch of the Getty/TVNZ partnership?

We do currently receive the occasional not-for-profit ‘public good’ request via TVNZ Licencing, which we fulfil, such as the recent one from a reunion of the Association of Blind Citizens of NZ, requiring three collection items, which we supplied.

We are looking to establish a set of criteria around this type of work which would enable us to supply research and collection material to the GLAM sector, iwi, community and other not-for-profit organisations, in addition to members of the public; with the understanding that some of these will require discussion, on a case-by-case basis. As a start, please can you advise the criteria that TVNZ Licencing currently use to determine what constitutes a ‘public good’ request?

All best wishes

Sarah

Sarah Davy

GM Information Services

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From: Phil Hobden <Phil.Hobden@tvnz.co.nz>
Date: Monday, 26 March 2018 at 10:44 AM
To: Sarah Davy <sarahdavy@ngataonga.org.nz>
Cc: Brent McAnulty <Brent.McAnulty@tvnz.co.nz>, Lauren Tennent <Lauren.Tennent@tvnz.co.nz>
Subject: RE: Relationship Map

Hi Sarah,

Thanks for your email.

I'm happy to discuss the map with you but I do need to clarify that ownership of the collection remains with TVNZ and not MCH. We will not be delaying the implementation but as I say I am happy to make the picture clearer for you.

The only additional work for Nga Taonga would be if volume increases - which we certainly hope will happen in time for all our benefit. However we don't expect it will happen straight away. The workflow and SLAs should not change.

Happy to discuss the public good aspects. We need to ensure that any concessions are not a proxy for going through proper commercial channels.

Regards,

Phil Hobden
General Manager
Media Operations

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From: Sarah Davy [mailto:sarahdavy@ngataonga.org.nz]
Sent: Thursday, 22 March 2018 9:05 a.m.
To: Phil Hobden
Subject: Re: Relationship Map

Kia ora Phil

Thank you for your email. We have been considering the Relationship Map that it contains and will require further discussion before we accept it as a way forward. We expect this document to have a 'draft' status at this stage, pending further conversations with us and the Ministry for Culture and Heritage, the collection owners. At this stage we cannot necessarily agree with your assertion that 'these changes will not result in additional work for Ngā Taonga' since we have not discussed timescales and other expectations around the supply process, which may impact on resourcing for the workflow.

At our meeting on 1 February we discussed at length the 'public good' component, which is not evident here: we requested to be able to supply research and access for non-commercial projects that fall under this heading: such as requests by iwi, the GLAM sector, education and community groups, which was indicated at the meeting may fall under the Getty definition of 'personal'. Please can you clarify this aspect?

I look forward to hearing from you,

All best wishes
Sarah

Sarah Davy
GM Information Services
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From: Phil Hobden <Phil.Hobden@tvnz.co.nz>
Date: Monday, 12 March 2018 at 4:18 PM
To: Sarah Davy <sarahdavy@ngataonga.org.nz>
Cc: Brent McNulty <Brent.McAnulty@tvnz.co.nz>, Lauren Tennent <Lauren.Tennent@tvnz.co.nz>
Subject: Relationship Map

Hi Sarah,

I hope this email finds you well.

As discussed, I have attached a Relationship Map which details the new engagement plan between TVNZ, Getty Images and Nga Taonga.

The key points :

FOOTAGE LICENSING REQUESTS

As discussed, all requests for TVNZ footage will be directed to Getty Images. TVNZ DPL Team will receive the client request from Getty's and process accordingly. The TVNZ DPL Team will liaise with the team at Nga Taonga for any footage that only resides in Avalon.

The TVNZ DPL Team will conduct three editorial check points as part of our content supply governance.

TVNZ COMMISSIONED PRODUCERS

All requests for footage for TVNZ commissioned programmes will be directed to the TVNZ DPL Team. If content only resides at Nga Taonga the client will be directed to the Team at Nga Taonga to fulfil the request directly with the Commissioned Producer.

Two editorial checkpoints are included within the workflow.

MEMBERS OF THE PUBLIC REQUESTS

All requests for footage from MOP's will be directed to the TVNZ DPL Team. If content only resides at Nga Taonga the client will be directed to the Team at Nga Taonga to fulfil the request directly with the member of the public.

Two editorial checkpoints are included within the workflow.

Please be assured that these changes will not result in additional work for Nga Taonga.

This is an internal document only and is not for general distribution.

Regards,

Phil.

Phil Hobden
General Manager
Media Operations

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Phil Hobden

From: Sarah Davy <sarahdavy@ngataonga.org.nz>
Sent: Friday, 6 April 2018 7:23 a.m.
To: Michele Hacker; Lesley Mensah; Phil Hobden
Cc: Archive Research Nga Taonga; James Taylor
Subject: Re: Notification of planned ICT outage at Avalon on Thursday 5th April from 5pm

Kia ora koutou

I am writing to let you know that services are now resumed at Nga Taonga at Avalon, following the completion of our testing and tagging work.

All best wishes

Sarah

From: Sarah Davy
Sent: Wednesday, April 4, 2018 3:14:45 PM
To: Michele Hacker; Lesley Mensah; Phil Hobden
Cc: Archive Research; James Taylor
Subject: Notification of planned ICT outage at Avalon on Thursday 5th April from 5pm

Kia ora koutou

I am writing to let you know about a planned ICT outage at Avalon this week which may affect our service to TVNZ. Please accept our apologies for this short notice.

In accordance with our Health & Safety policy Ngā Taonga will be testing & tagging our ICT network & server equipment at **Avalon tomorrow evening from 5pm (Thursday 5 April)**.

This will mean it will not be possible for Avalon staff to use their workstations reliably after 5pm tomorrow. It is hoped that all services will be back online properly by Friday morning.

We'd be grateful if your programme makers could be advised of this: we will be accepting requests as usual but will not be able to process them after 5pm on Thursday and before 8.30am on Friday, all going well.

We will advise as soon as normal service is resumed.

Do let me know if you or your team need any further information at this stage - we are happy to help.

All best wishes

Sarah

Sarah Davy
GM Information Services
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Phil Hobden

From: Sarah Davy <sarahdavy@ngataonga.org.nz>
Sent: Tuesday, 17 April 2018 2:44 p.m.
To: Phil Hobden
Cc: James Taylor
Subject: Re: New MTS Agreement

Kia ora Phil

Thank you for your emails. We are still working on our new pricing structure, which is not published as yet. In the meantime, for MTS we have retained the charging structure comprised of a monthly administration fee of plus the following rates for duplication depending on the source material. This will change when the new pricing structure is complete and published.

Tape to Digital File / Hard Drive Transfer * // 15 mins
Film to Digital File / Hard Drive Transfer - * // 15 mins
Handling - * // 15 mins
Research - * // 15 mins

**Withheld under s9(2)(b)(ii)*

+ Courier fees (if Hard Drive)

Best wishes
Sarah

From: Phil Hobden <Phil.Hobden@tvnz.co.nz>
Date: Tuesday, 17 April 2018 at 10:38 AM
To: Sarah Davy <sarahdavy@ngataonga.org.nz>
Cc: Brent McAnulty <Brent.McAnulty@tvnz.co.nz>
Subject: RE: New MTS Agreement

Hi Sarah,

Would appreciate an urgent response to this one please as we're waiting for this information to complete the new agreement.

Many thanks,

Phil.

From: Phil Hobden
Sent: Tuesday, 3 April 2018 5:05 p.m.
To: Sarah Davy (sarahdavy@ngataonga.org.nz)
Cc: Brent McAnulty
Subject: New MTS Agreement

Hi Sarah,

I hope this email finds you well.

Brent is currently in the process of drawing up the new agreement with MTS for access to the TVNZ Collection and as part of that document we'd like to include the cost of services from both TVNZ and Nga Taonga.

If my memory serves me correctly Nga Taonga uses a cost recovery rate card for MTS but I'm obviously unsure of the specific details. We'd really appreciate if you could confirm the Nga Taonga rate card you'd like us to include with the new agreement.

Many thanks,

Phil Hobden
General Manager
Media Operations

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Phil Hobden

From: Sarah Davy <sarahdavy@ngataonga.org.nz>
Sent: Friday, 20 April 2018 4:42 p.m.
To: Phil Hobden; Lauren Tennent; Brent McAnulty
Cc: Honiana Love; James Taylor; Steve Russell
Subject: RE: Relationship Map - Meeting Friday 4 May 1pm

Kia ora koutou. Please accept my apologies but we will have to change the date of this meeting to the following week as I am on leave. Please can you advise some suitable alternative dates and times. Best wishes Sarah

From: Phil Hobden <Phil.Hobden@tvnz.co.nz>
Sent: Friday, April 20, 2018 8:51:08 AM
To: Sarah Davy
Subject: RE: Relationship Map - Meeting Friday 4 May 1pm

Thanks Sarah – I have forwarded the invitation to Brent & Lauren.

Cheers,

Phil.

From: Sarah Davy [mailto:sarahdavy@ngataonga.org.nz]
Sent: Thursday, 19 April 2018 5:02 p.m.
To: Phil Hobden
Cc: James Taylor; Lauren Tennent
Subject: Re: Relationship Map - Meeting Friday 4 May 1pm

Thanks Phil. Friday May 4th at 1pm suits us. I will send you an invitation, let me know who will be joining you and I will add them in.
Enjoy your break!

All best wishes
Sarah

From: Phil Hobden <Phil.Hobden@tvnz.co.nz>
Date: Thursday, 19 April 2018 at 3:40 PM
To: Sarah Davy <sarahdavy@ngataonga.org.nz>
Cc: James Taylor <jamestaylor@ngataonga.org.nz>, Lauren Tennent <Lauren.Tennent@tvnz.co.nz>
Subject: RE: Relationship Map

Hi Sarah,

Unfortunately I have leave booked next week and don't have availability before then. I would like us to agree on a meeting date as previously discussed for us to come to Wellington to discuss a number of matters that obviously need addressing as a matter of urgency, including the online catalogue which we previously agreed required discussion and agreement between TVNZ and Nga Taonga as to which parts of the database would not be suitable to publish online.

Currently, Friday May 4th looks to be the earliest opportunity for us.

Regards,

Phil.

From: Sarah Davy [<mailto:sarahdavy@ngataonga.org.nz>]
Sent: Tuesday, 17 April 2018 4:57 p.m.
To: Phil Hobden
Cc: James Taylor
Subject: FW: Relationship Map

Kia ora Phil

Thank you for sending through the Getty partnership launch information on 5th April, which we would have expected to have had prior notice of. Further to this thread, we'd like to schedule a phone meeting with you in the coming week to discuss details around the workflow and to whom we will be directing future requests for the TVNZ material that will be on our online catalogue in the coming months, particularly as we have just learned that Lesley Mensah has resigned.

James and I are available on Tuesday 24th April anytime between 1230 and 3pm. Let me know if this works for you.

Best wishes

Sarah

Sarah Davy

GM Information Services

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From: Sarah Davy <sarahdavy@ngataonga.org.nz>
Date: Thursday, 5 April 2018 at 12:53 PM
To: Phil Hobden <Phil.Hobden@tvnz.co.nz>
Cc: Brent McAnulty <Brent.McAnulty@tvnz.co.nz>, Lauren Tennent <Lauren.Tennent@tvnz.co.nz>
Subject: Re: Relationship Map

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From: Phil Hobden <Phil.Hobden@tvnz.co.nz>

Date: Monday, 26 March 2018 at 10:44 AM

To: Sarah Davy <sarahdavy@ngataonga.org.nz>

Cc: Brent McAnulty <Brent.McAnulty@tvnz.co.nz>, Lauren Tennent <Lauren.Tennent@tvnz.co.nz>

Subject: RE: Relationship Map

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I'm happy to discuss the map with you but I do need to clarify that ownership of the collection remains with TVNZ and not MCH. We will not be delaying the implementation but as I say I am happy to make the picture clearer for you.

The only additional work for Nga Taonga would be if volume increases - which we certainly hope will happen in time for all our benefit. However we don't expect it will happen straight away. The workflow and SLAs should not change.

Happy to discuss the public good aspects. We need to ensure that any concessions are not a proxy for going through proper commercial channels.

Regards,

Phil Hobden

General Manager

Media Operations

m. +64 27 479 4048



From: Sarah Davy [<mailto:sarahdavy@ngataonga.org.nz>]
Sent: Thursday, 22 March 2018 9:05 a.m.
To: Phil Hobden
Subject: Re: Relationship Map

Kia ora Phil

Thank you for your email. We have been considering the Relationship Map that it contains and will require further discussion before we accept it as a way forward. We expect this document to have a 'draft' status at this stage, pending further conversations with us and the Ministry for Culture and Heritage, the collection owners. At this stage we cannot necessarily agree with your assertion that 'these changes will not result in additional work for Ngā Taonga' since we have not discussed timescales and other expectations around the supply process, which may impact on resourcing for the workflow.

At our meeting on 1 February we discussed at length the 'public good' component, which is not evident here: we requested to be able to supply research and access for non-commercial projects that fall under this heading: such as requests by iwi, the GLAM sector, education and community groups, which was indicated at the meeting may fall under the Getty definition of 'personal'. Please can you clarify this aspect?

I look forward to hearing from you,

All best wishes
Sarah

Sarah Davy
GM Information Services
Poutakinga Rōpū Ratonga Kawe Kōrero
Ngā Taonga Sound & Vision
84 Taranaki Street · PO Box 11449 · Wellington 6142
Direct dial +64 4 8964 846 · Mobile
www.ngataonga.org.nz



From: Phil Hobden <Phil.Hobden@tvnz.co.nz>
Date: Monday, 12 March 2018 at 4:18 PM
To: Sarah Davy <sarahdavy@ngataonga.org.nz>
Cc: Brent McAnulty <Brent.McAnulty@tvnz.co.nz>, Lauren Tennent <Lauren.Tennent@tvnz.co.nz>
Subject: Relationship Map

Hi Sarah,

I hope this email finds you well.

As discussed, I have attached a Relationship Map which details the new engagement plan between TVNZ, Getty Images and Nga Taonga.

The key points :

FOOTAGE LICENSING REQUESTS

As discussed, all requests for TVNZ footage will be directed to Getty Images. TVNZ DPL Team will receive the client request from Getty's and process accordingly. The TVNZ DPL Team will liaise with the team at Nga Taonga for any footage that only resides in Avalon.

The TVNZ DPL Team will conduct three editorial check points as part of our content supply governance.

TVNZ COMMISSIONED PRODUCERS

All requests for footage for TVNZ commissioned programmes will be directed to the TVNZ DPL Team. If content only resides at Nga Taonga the client will be directed to the Team at Nga Taonga to fulfil the request directly with the Commissioned Producer.

Two editorial checkpoints are included within the workflow.

MEMBERS OF THE PUBLIC REQUESTS

All requests for footage from MOP's will be directed to the TVNZ DPL Team. If content only resides at Nga Taonga the client will be directed to the Team at Nga Taonga to fulfil the request directly with the member of the public.

Two editorial checkpoints are included within the workflow.

Please be assured that these changes will not result in additional work for Nga Taonga.

This is an internal document only and is not for general distribution.

Regards,

Phil.

Phil Hobden
General Manager
Media Operations

m. +64 27 479 4048



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Brent McAnulty

From: Sarah Davy <sarahdavy@ngataonga.org.nz>
Sent: Friday, 27 April 2018 10:34 a.m.
To: Brent McAnulty
Subject: Re: TVNZ Visit

Hi Brent Yes of course. We are happy to show you all around in the afternoon. Best wishes Sarah

From: Brent McAnulty <Brent.McAnulty@tvnz.co.nz>
Sent: Thursday, April 26, 2018 11:25:18 AM
To: Sarah Davy
Cc: Lauren Tennent; Phil Hobden
Subject: TVNZ Visit

Kia ora Sarah

Thank for setting up the meeting in Wellington on the 7th.

I was wondering whether it was possible to show Lauren the Avalon facility in the afternoon?

Regards
Brent

Brent McAnulty
General Counsel and Corporate Affairs Director

d. +64 9 916 7935
m. +64 27 226 4913



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Brent McAnulty

From: Sarah Davy <sarahdavy@ngataonga.org.nz>
Sent: Tuesday, 1 May 2018 5:15 p.m.
To: Phil Hobden; Lauren Tennent; Brent McAnulty; James Taylor; Steve Russell; Honiana Love; Harry Evans; Esther Hoskin
Subject: Provisional Agenda for Ngā Taonga/MCH/TVNZ meeting 7 May 2018
Attachments: Shortcut to TVNZ NT GETTY 220218.pdf

Kia ora koutou

Further to our invitation, we are looking forward to meeting you on Monday 7 May at our place at 84 Taranaki St, Wellington from 1030 - noon. We will meet you in our café on the corner of Ghuznee and Taranaki Streets.

As promised, here is our non-exclusive starting list of preliminary areas for discussion, grouped under the headings of the associated agreements. Please send through any additional items you may have.

The kaupapa of this meeting is for information exchange to inform subsequent negotiations towards updated agreements between the three parties involved: Ngā Taonga, TVNZ and the Crown, through the Ministry for Culture and Heritage (MCH), as the owner of the collection. We look forward to showing you around our Avalon premises in the afternoon.

1. TVNZ/Ngā Taonga Production Library Services Agreement (2014)

- Update on changes to retrieval and delivery of Archive Collection material for TVNZ under new 'Relationship Map' (copy attached - confidential) *- withheld under s9(2)(i)*
- Digitisation expectations and associated volumes
- Cataloguing and metadata exchange
- Exchange of digitised material
- Workflow for MoP requests
- Mechanism for noting new restrictions across all databases

2. Transfer of TVNZ Archive Collection and Employees (2014)

- Ngā Taonga Archive Collection Online project putting 9 agreed fields of metadata and content on our online catalogue.
- Email management for access requests from our online catalogue
- Pre-approval criteria and workflow for 'public good' non-commercial third-party research and access
- Ngā Taonga organisational use of Archive Collection
- Rights management and Kaitiaki clearances for Māori material

Other

- Operational joint working party
- Exchange of statistics
- Archive Collection stills and documentation

All best wishes

Sarah

Sarah Davy

GM Information Services

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Phil Hobden

From: Sarah Davy <sarahdavy@ngataonga.org.nz>
Sent: Tuesday, 8 May 2018 11:56 a.m.
To: Phil Hobden; Michele Hacker
Cc: James Taylor
Subject: Advice of Server Upgrade at Avalon on Monday 21st May

Kia ora koutou

I am writing to let you know about planned ICT maintenance at Avalon on Monday 21st May which may affect our service to TVNZ.

We will be upgrading our servers that evening between 5.30pm and 10.30pm. It is hoped that all services will resume by Tuesday morning.

We'd be grateful if your programme makers could be advised of this: we will be accepting requests as usual but may not be able to process them after 5:30pm on Monday 21st May and before 8.30am on Tuesday 22nd May, all going well.

We will advise as soon as normal service is resumed.

Do let me know if you or your team need any further information at this stage - we are happy to help.

All best wishes

Sarah

Sarah Davy

GM Information Services

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Phil Hobden

From: Sarah Davy <sarahdavy@ngataonga.org.nz>
Sent: Wednesday, 9 May 2018 3:55 p.m.
To: Phil Hobden; Brent McAnulty
Subject: Re: Ngā Taonga Request to Promote May Music Month with RNZ and Radio With Pictures

Kia ora kōrua
That's great - thanks you very much for letting me know!
Best wishes
Sarah

From: Phil Hobden <Phil.Hobden@tvnz.co.nz>
Date: Wednesday, 9 May 2018 at 3:49 PM
To: Brent McAnulty <Brent.McAnulty@tvnz.co.nz>, Sarah Davy <sarahdavy@ngataonga.org.nz>
Subject: RE: Ngā Taonga Request to Promote May Music Month with RNZ and Radio With Pictures

Yes, more than happy.

From: Brent McAnulty
Sent: Wednesday, 9 May 2018 3:48 p.m.
To: Sarah Davy
Cc: Phil Hobden
Subject: Re: Ngā Taonga Request to Promote May Music Month with RNZ and Radio With Pictures

Yes, but was happy to have you copied in. I'm out of the country from tonight so trying to short circuit!

Brent McAnulty
General Counsel & Corporate Affairs Director
TVNZ

On 9/05/2018, at 3:45 PM, Sarah Davy <sarahdavy@ngataonga.org.nz> wrote:

Kia ora Brent
Thanks for your email - I am assuming you are seeking a response from Phil?
I will wait to hear.
Best wishes
Sarah

From: Brent McAnulty <Brent.McAnulty@tvnz.co.nz>
Date: Wednesday, 9 May 2018 at 3:42 PM
To: Sarah Davy <sarahdavy@ngataonga.org.nz>
Subject: Re: Ngā Taonga Request to Promote May Music Month with RNZ and Radio With Pictures

Happy? I am.

Rather than consent by silence we should go back and say yes if that's the case.

Brent McAnulty

General Counsel & Corporate Affairs Director
TVNZ

On 9/05/2018, at 3:07 PM, Sarah Davy <sarahdavy@ngataonga.org.nz> wrote:

Kia ora kōrua

Good to catch up with you both on Monday.

As per our conversation, I am writing to formally notify you of some Ngā Taonga publicity for May Music Month, working with RNZ.

On the evening of 31 May we will be hosting Karyn Hay in our Cinema at a panel discussion and screening of the attached TVNZ programme (Radio With Pictures, TX 26.5.1985). *

RNZ have requested to broadcast the audio of this programme after the 9pm news bulletin followed by the panel discussion with music in Karyn's usual slot after the 10pm news bulletin.

Based on our discussion we are assuming this non-commercial use will be acceptable to you - we will credit TVNZ verbally and on our publicity material for this.

Please could you let me know within the next day or two if you need any further information - otherwise we will assume your approval.

All best wishes

Sarah

Sarah Davy

GM Information Services

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** attachment withheld
under s 9(2)(b)(ii)*

<image001.png>

<P1048768_RWP_PROGRAMME15[1].pdf>

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Phil Hobden

From: Sarah Davy <sarahdavy@ngataonga.org.nz>
Sent: Thursday, 10 May 2018 3:02 p.m.
To: Phil Hobden
Subject: Ngā Taonga promotional request to put TVNZ material online

Kia ora Phil

I hope all is well with you. Thanks for your help with RNZ query this week.

Ngā Taonga wish to put TVNZ extracts from an off-air recorded collection on our online catalogue within a larger promotional screening programme we have created called Thin Edge of the Wedge, which illustrates the contemporary media coverage of the Homosexual Law Reform in Aotearoa New Zealand (1985-1986). We would like to put this on our online catalogue as there is much audience demand. This screening programme is mainly made up of TVNZ news coverage of the period. Here is our [online catalogue information](#) about the film.

To be clear, none of this material was drawn from the TVNZ collection at Avalon, it came from the [Chapman Collection](#) of off-air recordings, many of which are unique. Here are the details of the excerpts:

0:00:12

MP Fran Wilde (Wellington Central, Labour Party)
Televised public debate
Sunday, 1985, Television New Zealand, F80159

0:01:05

Campaign to oppose the Homosexual Law Reform Bill, Auckland
Features Tom Roest (Auckland petition organiser) and MP Graeme Lee (Hauraki, National Party)
Eyewitness news, 11 April 1985, Television New Zealand, F80137

0:03:01

The anti-homosexual law reform petition in schools, Wellington
Features Tony Steele (PPTA) and MP Graeme Lee
6.30 news, 27 March 1985, Television New Zealand, F62356

0:04:21

Picketing the Salvation Army, Wellington
Features Neil Costelloe
6.30 news, 31 March 1985, Television New Zealand, F62403

0:05:22

John Kennedy (editor of The New Zealand Tablet)
Televised public debate
Sunday, 1985, Television New Zealand, F80159

0:08:28

North Shore meeting, Auckland
Features Peter Wall (Auckland Gay Task Force), Pastor Richard Flinn and MP Norman Jones (Invercargill, National Party)
Eyewitness news, 11 April 1985, Television New Zealand, F80137

0:10:02

Is this man a danger to society?
Features Pastor Richard Flinn and Peter Wall
Top half, 11 April 1985, Television New Zealand, F57594

0:11:53

Anti-homosexual law reform petition gatherers face abuse on the street, Wellington
Features Mark McKenna and Tom Bennett (CUF - Catholics United for the Faith)
6.30 news 11 April 1985, Television New Zealand, F57594

0:13:23

Anti-homosexual law reform rally in Christchurch
Features MP Norman Jones
6.30 news 14 April 1985, Television New Zealand, F80156

0:14:55

Lesbian visibility, co-ordinating street stalls in the Auckland area
Features Jane Adams
1985, Auckland Women's Community Video Collective, F55514

0:17:24

Anti-homosexual law reform rally, Wellington Town Hall
Features MP Graeme Lee
Eyewitness news, 15 April 1985, F80231

0:18:17

Meeting of the Church and Society Commission of the National Council of Churches
Features Reverend Peter Beck
6.30 news, 12 April 1985, Television New Zealand, F57595

0:19:38

Public submissions on the Homosexual Law Reform Bill close
Eyewitness news, 26 April 1985, Television New Zealand, F80402

0:20:26

Presentation to the Statutes Revision Committee: combating the spread of AIDS
Features Bill Logan (Gay Task Force)
6.30 news, 18 June 1985, Television New Zealand, F83217

0:21:24

Pro-homosexual law reform march in Wellington
Eyewitness news, 24 May 1985, Television New Zealand, F81839

~~0:22:10~~

~~Lesbian energy during the campaign
Features Sandy Hall
1985, Auckland Women's Community Video Collective, F55514~~

~~0:25:07~~

~~Pro-homosexual law reform rally, Auckland Town Hall
Features Mahinārangi Toeker and co-
24 May 1985, F55516~~

0:26:43

A self defence course for gay men is established following an increase in gay bashings in Wellington
Features Phillip Peek, Neil Costelloe and Rob Lake
Eyewitness news, 5 June 1985, Television New Zealand, F82229

0:29:31

Launch of HUG (Heterosexuals Unafraid of Gays) in Auckland
Features Stephen Jacobs
Eyewitness news, 18 June 1985, Television New Zealand, F83218

~~0:32:21~~

~~A small group discuss homosexual law reform from a Māori and Pacific Island lesbian perspective-
1985, Auckland Women's Community Video Collective, F55514~~

0:36:20

Reverend Lou Sheldon (Traditional Values Coalition) visits New Zealand
Eyewitness news, 6 August 1985, Television New Zealand, F85163

0

0:39:05

MP Fran Wilde
Televised public debate
Sunday, 1985, Television New Zealand, F80159

0:41:53

Launch of Campaign for Tolerance in Auckland
Features Cherry Raymond and Barbara Goodman (Campaign for Tolerance)
Top half, 18 September 1985, Television New Zealand, F87198

0:44:24

Pro-homosexual law reform march in Wellington
Features Neil Costelloe
Eyewitness news, 13 September 1985, Television New Zealand, F86286

0:45:00

Presentation of the anti-homosexual law reform petition to Parliament
Features MP Fran Wilde, MP Norman Jones and MP Graeme Lee
6.30 news, 24 September 1985, Television New Zealand, F87267

0:47:30

A look at Christian political activism and the rise of the moral majority
Features John Massam (Challenge Weekly), Bill Subritzky (Auckland Coalition of Concerned Citizens)
Close up, 26 September 1985, Television New Zealand, F87271

0:51:07

MP Geoff Braybrooke (Napier, Labour Party)
Televised public debate
Sunday, 1985, Television New Zealand, F80159

0:54:29

“You are an illegal citizen”
Features Jon Lusk
Close up, 28 March 1985, Television New Zealand, F57580

0:56:20

Debate on the age of consent
Features MP George Gair (North Shore, National Party), Bill Logan, MP Fran Wilde and MP Geoff Braybrooke
Eyewitness news, 5 November 1985, Television New Zealand, F88700

0:59:47

Loss of part 2 (anti discrimination measures) of the Homosexual Law Reform Bill
Features Bill Logan, MP David Butcher (Hastings, Labour Party), MP Graeme Lee and MP Fran Wilde
6.30 news, 17 April 1986, Television New Zealand, F91630

1:02:41

Reviewing the final vote (9 July) on the Homosexual Law Reform Bill
6.30 news, 11 July 1986, Television New Zealand, F91974

1:04:41

The Coalition of Concerned Citizens will continue its fight
Features Barry Reed (Coalition of Concerned Citizens) and MP John Banks (Whangarei, National Party)
6.30 news, 10 July 1986, Television New Zealand, F58082

1:06:30

Talkback: when will the bashings stop?

Features Thomas Shelley and Peter Wall.

Newsline, 11 July 1986, Television New Zealand, F58083

1:08:08

Interview with MP Fran Wilde after the partial passing of the Homosexual Law Reform Bill

Sunday, 13 July 1986, Television New Zealand, F91980

I hope you can help - do let me know if you need any further clarification about our request.

All best wishes

Ngā mihi

Sarah

Sarah Davy

GM Information Services

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Phil Hobden

From: Sarah Davy <sarahdavy@ngataonga.org.nz>
Sent: Friday, 11 May 2018 5:00 p.m.
To: Brent McNulty; Lauren Tennent; Phil Hobden; Harry Evans; Esther Hoskin; James Taylor; Steve Russell; Honiana Love
Subject: Meeting notes from TVNZ / MCH/Ngā Taonga meeting on 7 May 2018 - for feedback by 16th May.
Attachments: 2018-05-07_MCHTVNZNgāTaonga_meeting_notes_draft.docx

Kia ora koutou

It was great to see you all on Monday. Attached please find the draft notes from our meeting - please let me know by Wednesday 16th May if there are any changes/amendments required.

All best wishes
Sarah

Sarah Davy
GM Information Services
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DRAFT

Notes from Ngā Taonga Sound & Vision / TVNZ / MCH meeting

Ngā Taonga, 84 Taranaki St, Wellington

Monday 7 May 2018

1030 - 1145

Present: Brent McAnulty, Lauren Tennant, Phil Hobden (TVNZ), Harry Evans (MCH), Honiana Love, Esther Hoskin, James Taylor, Steve Russell, Sarah Davy (Ngā Taonga).

1. TVNZ Collection Online Project

All collection metadata in agreed 9 fields and some selected content will be made available.

Action: Requires ongoing conversation between Ngā Taonga and TVNZ about the content to be uploaded (i.e. restricted records) and how email requests from the catalogue will be handled. (via operational working party – see below).

2. 'Public Good' Requests for TVNZ material

Ngā Taonga needs clarification from TVNZ/MCH on how they can support 'public good' / non-commercial requests (iwi, GLAM, etc.).

Action: TVNZ drawing up draft criteria and workflow about this aspect, which is to be reviewed by MCH, who will provide advice, for completion by end June 2018. (Phil, Lauren, Harry).

3. Use of TVNZ Collection by Ngā Taonga

Ngā Taonga needs to use the TVNZ Collection to publicise its work outside the Archive.

Action: Requests for Ngā Taonga re-use in this context to be sent by Ngā Taonga to Phil on an ongoing case-by-case basis.

4. Third Party Rights Management

Both Ngā Taonga and TVNZ have a commitment to sharing newly discovered rights information, including that from kaitiaki.

Action: Ngā Taonga to send new rights information to Michele Hacker at TVNZ, TVNZ to send new rights information to James Taylor on an ongoing basis.

5. Operational Working Party

To ensure regular communications at operational level between Ngā Taonga and TVNZ, an operational working party will be formed, initially meeting monthly for the next 12 months.

Action: Set up working party and remote communication mode (Sarah and Phil) to begin in June.

6. Maori Television/TVNZ Agreement

TVNZ drawing up a new access & licensing agreement with Maori Television for both their in-house and commissioned programmes, which includes Ngā Taonga as the supplier of non-DPL material.

Action: TVNZ (Brent) to share draft with Ngā Taonga (Sarah).

7. Cost Recovery Advice

TVNZ to support Ngā Taonga with advice on cost recovery for supply.

Action: TVNZ (Phil) to supply list of services/items factored into TVNZ equation for determining cost recovery.

8. Statistics

Ngā Taonga requires viewer statistics for programmes that it supplies content to, for reporting purposes.

Action: TVNZ to advise where Ngā Taonga can access news and current affairs daily statistics (for an average count); and TVNZ to supply an aggregated list of viewing figures for specific programmes as requested by Ngā Taonga (Phil).

9. Line Feed

TVNZ currently assessing operational workflow to eventually replace their line feed mechanism at Avalon.

Action: TVNZ to send draft of proposed workflow to Ngā Taonga (Phil).

10. Additional Collection Material

TVNZ seeking to add legacy material to the TVNZ Collection at Avalon: this is not covered by the existing agreement.

Action: TVNZ to provide details of material for deposit to MCH for assessment (Harry and Phil).

11. Revised Production Library Service /Transfer Agreement

An updated version of the PLS/Transfer Agreement is required.

Action: TVNZ to draft a new PLS/Transfer Agreement to send to Ngā Taonga and MCH for consultation (Lauren, Phil).

12. New workflows relating to TVNZ/Getty Partnership

Ngā Taonga is being asked to supply whole copies of programmes rather than extracts, as supplied in the past. While it now digitises whole programmes for preservation prior to supply, this new expectation will have implications on timescales, resources and ability to send material to TVNZ (see Line Feed), particularly if volumes are high. This will require further discussion before we have agreement on this aspect.

Also, requests for material generated from film material fall under the Getty definition of 'complex' because of the detailed and time-consuming work required to prepare and scan the elements.

Action: TVNZ to consider this and clarify expectations, and advise Ngā Taonga, for future discussion.

End