

## **CMTB meeting – Open Meeting**

Canterbury Museum

February 10, 2025 at 2:00 PM NZST to February 10, 2025 at 5:00 PM NZST

85B Shands Road, Hornby, Christchurch

## **Agenda**

### **1. Welcome**

### **2. Karakia Timatanga**

### **3. Apologies**

3.1. Apologies received: Anthony Wright

3.2. RECOMMENDATION: That the apologies be received.

### **4. Conflicts of Interest and Updates of Members' Interests Register**

4.1. Members' Interests Register

### **5. Confirmation of the Minutes of Previous Meeting held on 9 December 2024**

5.1. Minutes of the meeting held 9 December 2024

5.2. RECOMMENDATION: That the minutes of the Canterbury Museum Trust Board meeting held 9 December 2024 be adopted as a true and correct record.

5.3. Matters arising

### **6. Health, Safety and Wellbeing for December 2024 and January 2025**

6.1. Report on Health, Safety and Wellbeing for December 2024 and January 2025 by Cam Finlayson, Head of Operations, dated 3 February 2025

6.2. RECOMMENDATION: That the report on Health, Safety and Wellbeing for November 2024 be received.

### **7. Redevelopment Project**

7.1. Draft unconfirmed minutes from the Project Redevelopment Group meeting held 30 January 2025

7.2. RECOMMENDATION: That the draft unconfirmed minutes from the Project Redevelopment Group meeting held 30 January 2025 be received.

### **8. Finance**

**8.1.** Creditors Report for November and December 2024

**8.2.** RECOMMENDATION: That the Creditors reports be received

## **9. Policies and Procedures**

**9.1.** Report on Privacy Policy by Cam Finlayson, Head of Operations, dated 30 January 2025

**9.2.** Privacy Policy (tracked changes)

**9.3.** Privacy Policy (clean copy)

**9.4.** RECOMMENDATION: That the report be received, and the Privacy Policy be noted.

**9.5.** Report on Health and Safety Policy by Cam Finlayson, Head of Operations, dated 30 January 2025

**9.6.** Health and Safety Policy (tracked changes)

**9.7.** Health and Safety Policy (clean copy)

**9.8.** RECOMMENDATION: That the report be received, and the Health and Safety Policy be noted.

## **10. Employment Committee**

**10.1.** Minutes of the meeting held 9 December 2024

**10.2.** RECOMMENDATION: that the unconfirmed draft minutes of the Employment Committee meeting held 9 December 2024 be received.

## **11. General Business**

## **12. Into Committee**

**12.1.** Motion to Exclude the Public

**12.2.** RECOMMENDATION: That the public be excluded from the following parts of the meeting [as per wording set out in Agenda Item 12.1]