



CMTB meeting - Open

Canterbury Museum
Monday, March 9, 2026 at 2:00 PM
85B Shands Road, Hornby, Christchurch

Agenda

1. Welcome

1.1. The Director will take the Chair under section 8(2) of the Canterbury Museum Trust Board Act 1993 until the election of a Chairperson.

2. Karakia Timatanga

3. Apologies

3.1. RECOMMENDATION: That the apologies be received.

4. Election of Chair and Deputy Chair

4.1. The Director will call for nominations for the position of Chair and Deputy Chair of the Canterbury Museum Trust Board

5. Correspondence

5.1. Appointments to the Board

5.1.1. Letter of appointment Te Rūnanga o Ngāi Tahu

5.1.2. Notification of appointments Christchurch City Council

5.2. Resignation from the Board

5.2.1. Letter of Resignation

5.3. RECOMMENDATION: That the correspondence be received.

6. Conflicts of Interest and Updates of Members' Interests Register

6.1. Members' Interests Register

7. Confirmation of the Minutes of the Previous Meeting

7.1. Minutes of the meeting held 8 December 2025

7.1.1. RECOMMENDATION: That the minutes of the Canterbury Museum Trust Board meeting held 8 December 2025 be adopted as a true and correct record.

8. Matters Arising

9. Health, Safety and Wellbeing

9.1. Report on Health, Safety and Wellbeing for February by Stephen Penruscoe, Head of Public Engagement, dated 1 March 2026

9.1.1. RECOMMENDATION: That the report be received.

10. Redevelopment Project Control Group

10.1. The draft unconfirmed minutes of the Redevelopment Project Control Group Meeting held 26 February 2026

10.1.1. RECOMMENDATION: That the draft unconfirmed minutes of the Redevelopment Project Control Group meeting held 26 February 2026 be received.

10.2. Summary Report on Canterbury Museum Redevelopment Project December 2025-January 2026 by Lynell Bell, Head of People & Project Delivery, dated 30 January 2026

10.2.1. RECOMMENDATION: That the report be received.

10.3. Summary Report on Canterbury Museum Redevelopment Project February 2026 by Lynell Bell, Head of People & Project Delivery, dated 23 February 2026

10.3.1. RECOMMENDATION: That the report be received.

11. Finance

11.1. Creditors report for November 2025

11.2. Creditors report for December 2025

11.3. Creditors report for January 2026

11.3.1. RECOMMENDATION: That the creditors for November 2025, December 2025, January 2026 be approved.

12. Investment Committee

12.1. The draft unconfirmed minutes of the Investment Committee meeting held 16 February 2026

12.1.1. RECOMMENDATION: That the draft unconfirmed minutes of the Investment Committee meeting held 16 February 2026 be received.

13. Quarterly Reports

13.1. Quarterly Report on New Visitor Experience for October - December 2025, by Lynell Bell, Head of People & Project Delivery

13.1.1. RECOMMENDATION: That the report be received.

13.2. Quarterly Report on Fundraising and Development for October - December 2025, by Andrea Webley, Fundraising and Development Manager

13.2.1. RECOMMENDATION: That the report be received.

13.3. Quarterly Report from the Director for October - December 2025, by Anthony Wright, Tumuaki Matua | Director

13.3.1. RECOMMENDATION: That the Tumuaki Matua | Director's quarterly report be received.

14. Policy & Procedures Reviews

14.1. Report on Policy and Procedures Reviews by Lynell Bell, Head of People & Project Delivery, dated 15 January 2026

14.1.1. RECOMMENDATION: That the report be received and the actions outlined in the proposed schedule section above be adopted.

15. CMTB Terms of Reference

15.1. Report on Board Committee Terms of Reference by Lynell Bell, Head of People & Project Delivery, dated 16 January 2026

15.2. Updated CMTB Terms of Reference (TRACKED CHANGES)

15.3. Updated CMTB Terms of Reference (CLEAN COPY)

15.3.1. RECOMMENDATION: That the Terms of Reference amendments be reviewed and accepted, or further edits advised.

16. CMTB Code of Conduct

17. CMTB Committee Structure

18. CMTB Schedule of Meetings

19. General Business

20. Into Committee

20.1. Motion to Exclude the Public

20.2. RECOMMENDATION: That the public be excluded from the following parts of the meeting [as per wording set out in Agenda Item 20.1]