

Aratoi Regional Trust –Terms of Reference and Committees Policy

Section: Governance

Approval Date: February 2023

Next Review Date: February 2025

Purpose

To set out the ART Terms of Reference, if and when necessary.

Introduction

The ART is responsible for good governance. ART member's central duty is to act in good faith and in the best interests of ART. ART responsibilities include:

- Responsibilities as outlined in the Trust Deed
- Responsibilities as outlined in the Charities Act and all relevant legislation.
- Compliance with the Museums Aotearoa Code of Ethics.
- Providing Strategic Direction.
- Approving and monitoring Annual and Strategic Plans.
- Development, adoption and review of policies
- Managing risk.
- Ensuring that appropriate Health and Safety policies and procedures are in place and implemented.
- Financial stewardship to appropriate standards.
Prescribing appropriate Delegations
- The selection, support and evaluation of the Director
- Systematically monitoring and evaluating results and achievements.
- Seeking funding to provide for ART's financial security
- Maintaining of key stakeholder relationships
- Approving contractual agreements
- Setting ethical standards of Aratoi
- Ensuring that the decisions and activity of Aratoi are consistent with Te Tiriti o Waitangi, and our partnership arrangements with our local iwi partners
- To ensure we have open and transparent communication about our activities with the Wairarapa communities and stakeholders

Policy

In certain circumstances decision making responsibility will need to be delegated to a Board Committee e.g. the need for urgent action may preclude convening a full Board meeting. Board Committees will investigate, consult and consider as necessary and then make their

recommendations to the Board. The full Board will still make the key decisions. The Board may approve such delegation at its own discretion by passing a resolution to delegate a specific matter in specific circumstances.

In addition, and from time to time as appropriate, Standing and Ad Hoc Committees may be formed.

Definitions

“**Governance**” is the way in which a Board fulfills its leadership and stewardship responsibilities by setting direction, policies, priorities, performance expectations and monitoring thereof.

Audience

All Aratoi Board, staff and volunteers

Related procedures and Documents

Charities Act
Museums Aotearoa Code of Ethics
Trust Deed
Collection Management Policy
All Art Policies

August 2018