

Notice of Meeting:

I hereby give notice that an ordinary meeting of the Toitū Otago Settlers Museum Board will be held on:

Date: Tuesday 4 March 2025
Time: 9:30 a.m.
Venue: Otago Settlers Association Board Room, Toitū Otago Settlers Museum, 31 Queens Gardens, Dunedin

Sandy Graham
Chief Executive Officer

Toitū Otago Settlers Museum Board
PUBLIC AGENDA

MEMBERSHIP

Chairperson	Mr Phil Dowsett	
Deputy Chairperson		
Members	Cr Bill Acklin	Cr Kevin Gilbert
	Cr Cherry Lucas	Mr Peter Smith
	Moira Styles	
Senior Officer	Cam McCracken, Director - Dpag, Toitū, Lan Yuan and Olveston	
Governance Support Officer	Lauren Riddle	

Lauren Riddle
Governance Support Officer

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Note: Reports and recommendations contained in this agenda are not to be considered as Council policy until adopted.

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1 APOLOGIES

At the close of the agenda no apologies had been received.

2 CONFIRMATION OF AGENDA

Note: Any additions must be approved by resolution with an explanation as to why they cannot be delayed until a future meeting.

DECLARATION OF INTEREST

EXECUTIVE SUMMARY

1. Members are reminded of the need to stand aside from decision-making when a conflict arises between their role as an elected or independent representative and any private or other external interest they might have.
2. Elected or independent members are reminded to update their register of interests as soon as practicable, including amending the register at this meeting if necessary.

RECOMMENDATIONS

That the Committee:

- a) **Notes/Amends** if necessary the Elected or Independent Members' Interest Register attached as Attachment A; and
- b) **Confirms/Amends** the proposed management plan for Elected or Independent Members' Interests.

Attachments

	Title	Page
↓A	Declaration of Interests register	6

Toitū Otago Settlers Museum Board - Register of Interest - current as at February 2025				
Name	Responsibility (i.e. Chairperson etc)	Declaration of Interests	Nature of Potential Interest	Member's Proposed Management Plan
Phil Dowsett	Owner	Residential Property Ownership - Dunedin	No conflict identified.	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Shareholder	Various public companies	No conflict identified.	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
Cr Bill Acklin	Shareholder/Director	Dunedin Brokers Limited	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Member	APRA - AMCOS	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Entertainer	Various functions	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Member	Strath Taieri Community Board (Council Appointment)	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Casual Employee	Insulmax	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Member	Craigieburn Reserve Committee (Council Appointment)	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
Cr Kevin Gilbert	Member	Toitū Otago Settlers Museum Board (Council Appointment)	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Owner	Gipfel Limted - Bakery	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Trustee	Schlubert Trust - Residential Property	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Trustee	Schlup Family Trust	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Member	BNI	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Member	Business South	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Shareholder	Air New Zealand	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Trustee	Kevin Gilbert and Esther Gilbert Partnership - Residential Rental Property	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Trustee	Biddies Trust	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Advisors	Ronald McDonald House Supper Club Committee	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Member	Dunedin Fair Trading Committee (Council Appointment)	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Member	Local Government New Zealand (Zone 6 Committee) (Council Appointment)	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Member (alternate)	Otago Regional Transport Committee (Council Appointment)	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Member	Toitū Otago Settlers Museum Board (Council Appointment)	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Member	Keep Dunedin Beautiful (Council Appointment)	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Member	Otago Settlers Association (Council Appointment)	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Member	Saddle Hill Community Board (Council Appointment)	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Chair	Food Equity and Education Dunedin (FEED) Charitable Trust	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Member	National Industry Advisors Group Food and Beverage (Workforce Development Council)	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Member	Connecting Dunedin (Council Appointment)	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
Cr Cherry Lucas	Trustee	Otago Farmers Market	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.

Name	Responsibility (i.e. Chairperson etc)	Declaration of Interests	Nature of Potential Interest	Member's Proposed Management Plan
	Member	Otago A & P Society	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Trustee	Henderson Lucas Family Trust - Residential Dunedin Property	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
Cr Cherry Lucas Cont.	Member	NZ Institute of Chartered Accountants	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Deputy Chair	Otago Museum Trust Board (Council Appointment)	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Member	Dunedin Chinese Garden Advisory Board (Council Appointment)	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Member	Toitū Otago Settlers Museum Board (Council Appointment)	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Member	Local Government New Zealand (Zone 6 Committee) (Council Appointment)	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Member (alternate)	Grow Dunedin Partnership (Council Appointment)	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Member	Taieri Airport Trust (Council Appointment)	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Member	Mosgiel Taieri Community Board (Council Appointment)	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Member	Te Poāri a Pukekura Partnership (Council Appointment)	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
Peter Smith	Volunteer	Green Hut Track Group	No conflict identified.	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Member	Rotary Club of Dunedin Harbour	No conflict identified.	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Secretary	Civil Service Harriers	No conflict identified.	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Shareholder	Various public companies	No conflict identified.	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Owner	Residential Property Owner Dunedin	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
Moira Shanks				

CONFIRMATION OF MINUTES

TOITŪ OTAGO SETTLERS MUSEUM BOARD MEETING - 19 NOVEMBER 2024

RECOMMENDATIONS

That the Committee:

- a) **Confirms** the public part of the minutes of the Toitū Otago Settlers Museum Board meeting held on 19 November 2024 as a correct record.

Attachments

	Title	Page
A↓	Minutes of Toitū Otago Settlers Museum Board meeting held on 19 November 2024	9

Toitū Otago Settlers Museum Board

MINUTES

Minutes of an ordinary meeting of the Toitū Otago Settlers Museum Board held in the Otago Settlers Association Board Room, Toitū Otago Settlers Museum, 31 Queens Gardens, Dunedin on Tuesday 19 November 2024, commencing at 9:00 a.m.

PRESENT

Chairperson	Mr Phil Dowsett
Deputy Chairperson	
Members	Cr Kevin Gilbert
	Cr Cherry Lucas
	Mr Peter Smith

IN ATTENDANCE Cam McCracken, Director – Dpag, Toitū, Lan Yuan and Olveston

Governance Support Officer Lauren Riddle

Phil Dowsett welcomed members to the final meeting for 2024 and advised that Susan Schweigman had stood down from the Board and that Moira Styles, the current President of the Otago Settlers Association had joined the Board.

1 APOLOGIES

Moved (Mr Phil Dowsett/Cr Cherry Lucas):

That the Committee:

Accept the apologies from Cr Bill Acklin and Moira Styles for absence.

Motion carried.

2 CONFIRMATION OF AGENDA

Moved (Mr Phil Dowsett/Mr Peter Smith):

That the Committee:

Confirms the agenda without addition or alteration.

Motion carried.

3 DECLARATIONS OF INTEREST

Members were reminded of the need to stand aside from decision-making when a conflict arose between their role as an elected representative and any private or other external interest they might have.

Peter Smith advised that he was no longer a member of the Rotary Club of Dunedin Harbour.

Moved (Mr Phil Dowsett/Cr Kevin Gilbert):

That the Committee:

- a) **Amends** if necessary the Elected or Independent Members' Interest Register; and
- b) **Amends** the proposed management plan for Elected or Independent Members' Interests.

Motion carried (TOSM/2024/012)

4 CONFIRMATION OF MINUTES

4.1 TOITŪ OTAGO SETTLERS MUSEUM BOARD MEETING - 14 AUGUST 2024

Moved (Mr Phil Dowsett/Cr Cherry Lucas):

That the Committee:

Confirms the public part of the minutes of the Toitū Otago Settlers Museum Board meeting held on 14 August 2024 as a correct record.

Motion carried (TOSM/2024/013)

REPORTS

5 TOITŪ OTAGO SETTLERS MUSEUM ACTIVITY REPORT

The Arts and Culture report summarised activities of Toitū Otago Settlers Museum (Toitū) from 1 July to 30 September 2024, including: visitation numbers, exhibitions, collections, new displays, visitor programmes and commercial activity.

Cam McCracken (Director – Dpag, Toitu, Lan Yuan and Olveston) responded to questions on the report. He confirmed that the foyer feedback post was reviewed regularly and utilised by staff to make improvements. Visitor numbers were seen as very positive with a busy summer 2024 season anticipated.

The new exhibition of Eden Hore's haute couture fashion collection (for April 2025) was also anticipated to have a major impact to visitor numbers.

Moved (Mr Phil Dowsett/Cr Cherry Lucas):

That the Committee:

- a) **Notes** the Toitū Otago Settlers Museum Activity Report for the period 1 July to 30 September 2024.

Motion carried (TOSM/2024/014)

The meeting concluded at 9:19 am.

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CHAIRPERSON

REPORTS

TOITŪ OTAGO SETTLERS MUSEUM ACTIVITY REPORT

Department: Arts and Culture

EXECUTIVE SUMMARY

- 1 This report covers activities of Toitū Otago Settlers Museum (Toitū) from 1 October to 31 December 2024.

RECOMMENDATIONS

That the Committee:

- a) **Notes** the Toitū Otago Settlers Museum Activity Report for the period 1 October to 31 December 2024.

BACKGROUND

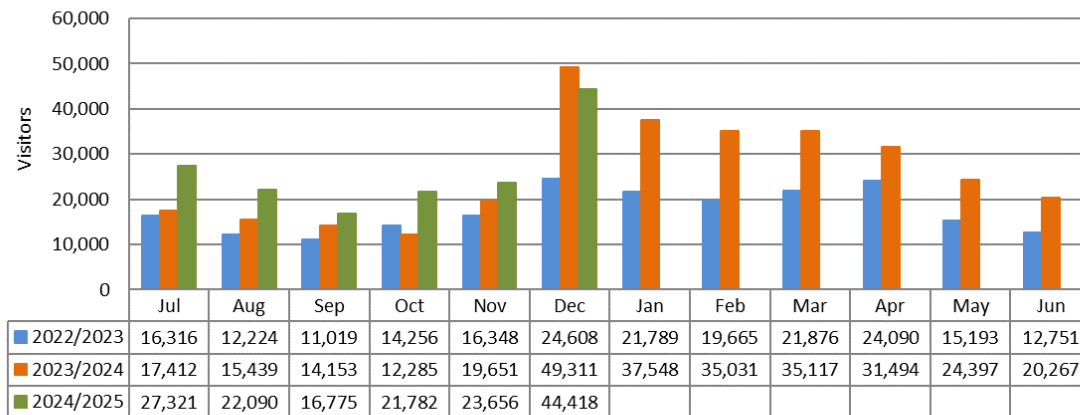
- 2 This report is prepared for the Toitū Otago Settlers Museum Board meeting and details the latest activities and KPI performance at Toitū.

DISCUSSION

Visitation

- 3 Toitū recorded 89,356 visitors in this quarter, representing a 9% increase compared with the same period in FY 23/24.

Toitū Otago Settlers Museum Visitor Numbers



2022/23	16,316	28,540	39,559	53,815	70,163	94,771	116,560	136,225	158,101	182,191	197,384	210,135
2023/24	17,412	32,851	47,004	59,289	78,940	128,251	165,799	200,830	235,947	267,441	291,838	312,105
2024/25	27,321	49,411	66,186	87,968	111,624	156,042						
							<i>Running total</i>					

COLLECTIONS AND EXHIBITIONS

Exhibitions

Maintenance of permanent exhibits

- The Exhibitions and collections team continuously maintain the quality of the permanent exhibits at Toitū. This program of work includes cleaning, minor repairs, and technology upgrades. Recently this has required continuous repairs to the touchscreens as we wait for budget renewal funds, repairs to props in the Cottage and Across the Ocean Waves and repairs to the pātiti and toe toe of the Whare rau. The team also carried out an extensive clean of the Roslyn tram which required scaffolding to access its roof and we reupholstered the interior seats.

Permanent exhibition updates

- The team completed its upgrade of the Call to Arms gallery with the new touchscreens featuring an upgraded Roll of Honour and they are now working on upgrading the digital content offered in the Smith Portrait Gallery. The goal is for all portraits held in the collection to be accessible on touchscreen, with the current touchscreens now due for renewal.
- Later this year in readiness for the celebration of the centenary of the New Zealand and South Seas International Exhibition from November, the team will update the existing display about this exhibition, which brought thousands of people to the city, with an archway replicating the entry to an amusement park attraction.

Short temporary displays

- 'Scoot' our temporary display in the Transport and Technology galleries will change over on 6 March 2025, from a display celebrating the 65th anniversary of the Dunedin Vespa Club, to a replica of Burt Munro's record-breaking motorcycle.

- 8 Pixie Town: The team again updated some of the look and feel of pixie town making it more consistent with our overall Christmas programming. We also supported the programming team by creating a bespoke entry with model pixies for Tinker Town. The exhibition was very popular again this year with many positive comments and pixie drawings received on our foyer feedback post.

New displays

- 9 The very popular and successful exhibition of ‘The Big Day’, 160 years of Otago wedding costume in our material culture gallery ended on Sunday 16 February 2025.
- 10 On Saturday 22 March we soft launch our new exhibition, Eden in Dunedin: Highlights from the Eden Hore Central Otago fashion collection. The opening is timed to enable visitors to view the exhibition over the Otago Anniversary weekend. The official launch is on Tuesday 1 April as the launch event for Dunedin Fashion iD week. The project overall is a collaboration across many parties including Dr Jane Malthus and Claire Regnault, curators; the Eden Hore Central Otago Trust; Te Papa Press and Dunedin Fashion iD. The exhibition will run for two years and is supported by a book which will also launch on 1 April. <https://www.toituosm.com/whats-on/exhibitions/eden-in-dunedin>.

Foyer Feedback Post

- 11 The feedback post in the Toitū foyer is being well utilised. Some sample feedback we have received over December and January includes:
- “Loved those old wedding dresses from back in the day!!!” From Australia 26/12/24
 - “Really cool, I learnt lots of new things. Love the outfit/wedding dress display and the marriage equality display.” From Singapore 5/12/24
 - “This has been a fascinating journey into our settler heritage, the good, the bad, and the ugly. A well-balanced and laid out museum.” From Auckland NZ 29/12/24

Digital Outputs and Public Talks

- 12 Peter Read has put together another four *Talking Pictures* with a focus on artworks from the Toitū pictorial collection. These latest episodes (60-63) are available on the Toitū YouTube channel and feature profiles of Dunedin artists Charles Alfred Meyern (von Meyern), Colin Mackay, the story and artistic views of Lake Logan and the portrait collection of Dunedin’s favourite man of God, Dr Donald Stuart.
- 13 Two ODT *Cool and Collected* articles were published:
- *Gilding the lily* by Peter Read, the story behind an illuminated address presented to Alexander Miller on 5 September 1895, was published on 18 January 2025.
 - *Collating the city’s war dead* by Seán Brosnahan, the story behind the Dunedin Roll of Honour developed by Toitū over more than 20 years of research, published on 9 November 2024.
- 14 12 additional Journey to New Edinburgh (JTNE) 100s short stories were added to the Toitū YouTube channel. These continue to be tremendously popular with descendant families. The

100th and final story will be completed in April, timing with the anniversary of the Philip Laing. We are working on an event to support this wonderful achievement.

- 15 Five public talks were delivered:

Peter Read, Curator:

- OI podcast, Transport Mode Shift, recorded 22 November 2024, released 3 January 2025.

Seán Brosnahan, Curator:

- Cromwell U3A, on the *Furthers Frontiers* film expeditions in 2020 and 2022.
- Roxburgh Area School, on exhibition design and Otago's gold rushes.
- Oamaru Heritage Festival, on the Lindis gold rush of 1861.
- Cedars of Lebanon meeting, presentation on the Lebanese origins film project.

Collections

Acquisitions

- 16 A total of 85 donation items were accepted into the collection. A highlight was the famous slide guitar of the late Martin Phillips, leader of the important Dunedin band, The Chills, was also acquired.

Collections support of Exhibitions

- 17 The Collections team continue to support exhibitions arranging loans, organising quarantine processes and condition reporting and carrying out conservation preservation processes on objects for display. A major project over the summer has been the mounting of 34 costumes from the Eden Hore collection onto bespoke mannequins. The team has again worked with expert costume mount maker Sam Gatley from Te Papa Tongarewa and gained extensive professional development in this area.

Collections Projects

- 18 Firearms Collection Audit and Relocation: The firearms collection was rehoused in December and signed off by the Dunedin Firearms Officer.
- 19 Asbestos Remediation: The team continue to test and remediate objects when they are required for retrieval for access or display. Testing of the Art Store was completed in December, identifying only two areas of possible contamination, which are now quarantined pending further review and the art store is otherwise fully operational. The team have been working with the DCC Property team on the offsite store at Parry Street, to remediate the building itself, which is asbestos contaminated, and then move into object testing.
- 20 Collection Development: The Collections team continues work on updating our collection recording and database processes including the creation of a collecting development plan to guide our collecting into the future. Curator Peter Read has been working on our piano and furniture collections and also the freemasons collections. Curator Seán Brosnahan has been working on the military collections.

- 21 Lotteries Environment and Heritage collections project: With full access now available to the costume and textile store, work continues on this project. The team is currently rehousing the shoe collection in new drawer systems and working with Dr Jane Malthus to develop a report on the significance of the dress collection.

Conservation Projects

- 22 The Conservator assessed the condition of 136 objects this reporting period with a number requiring remedial treatment prior to long term storage.
- 23 A video about the restoration of the painting of the vessel Jessie Readman has been created by the team and will be available on the Toitū YouTube channel shortly. It will screen in the Research Centre from late April this year.

Archives

- 24 Collections and Exhibitions staff processed 37 public enquiries, 33 by email/correspondence and four through physical visits. The majority of these enquiries related to genealogy or photograph/portrait orders. These numbers don't include the large number of informal enquiries at the Research Centre which is successfully operated by our Visitor Host team.

AUDIENCE DEVELOPMENT

Enriching Local Curriculum (ELC) – Education

- 25 Education themes explored across this reporting period included museum highlights exploration, transport, Lan Yuan patterns and garden exploration, change over time, early Dunedin, gold, and Across the Ocean Waves, and early engagement with mana whenua.

Visitor Programmes

- 26 Each quarter Toitū offers a diverse range of self-guided gallery trails, public talks, workshops, demonstrations, and performances. Some of these offerings are highlighted as below.
- 27 During this reporting period, our program of public talks featured a variety of speakers. Toitū Curator Seán Brosnahan spoke on the history and technical updates to the roll of honour display, nature documentary and podcast producer Karthic SS spoke on filming in the New Zealand wilderness and the benefits of showing this heritage work to the public, Alison Phipps of the University of Glasgow lectured on the effects of war on migrants and refugees in Scotland and the wider UK, Neil Vallely spoke on the experience of migrants affected by neoliberalism and border policy, and a presentation was held to coincide with the 100-year anniversary of Frank Bell establishing the first round the world radio contact in Shag valley in 1924.
- 28 December was themed around 'A Toitū Christmas' with free offerings including the ever-popular Pixie Town, supported by Pixies' Tinker Town craft area, The Great Pixie Hunt Gallery Trail, festive music performed in the Transport and Technology Gallery featuring the Dunedin City Jazz Orchestra, Poho Pugs ukulele group, and the Dunedin Harmony Chorus. Eight quiet hour sessions were held in Pixie Town to support a more comfortable visiting experiences for our neurodiverse community. Paid workshops included a variety of festive baking decorating sessions for adults and children with local cake decorator Creative with Jess, and tote bag decorating, phot frame and wooden decoration making workshops. Approximately 5,000 people attended Audience Development facilitated Christmas offerings in December (not including the Visit Santa offerings).

COMMERCIAL ACTIVITY

- 29 The Toitū shop has been very busy with the build up to Christmas, cruise ships, and our peak of visitors. The team has been topping up best sellers and will continue to do so in the coming months. Sales are very similar to last year which is heartening.
- 30 The Commercial team is planning for the upcoming Eden Hore exhibition including selling the accompanying book and potentially some other merchandise. The team is also organising the opening event for ID/Eden in Dunedin and book launch.
- 31 Penny Neilson has resigned as Functions and Events Coordinator at Toitū and Lan Yuan. In the meantime, the team are being supported by the experienced Functions and Events Coordinator (DPAG) Sam Willis and Functions and Retail Assistant (DPAG) Henry Deaker.

OPTIONS

- 32 There are no options as this report is for information only.

NEXT STEPS

- 33 There are no next steps as this report is for information only.

Signatories

Author:	Cam McCracken - Director DPAG, Toitū, Lan Yuan and Olveston
Authoriser:	Jeanette Wikaira - General Manager Arts, Culture and Recreation

Attachments

There are no attachments for this report.

SUMMARY OF CONSIDERATIONS

Fit with purpose of Local Government

This decision enables democratic local decision making and action by, and on behalf of communities.
 This decision promotes the social well-being of communities in the present and for the future.
 This decision promotes the economic well-being of communities in the present and for the future.
 This decision promotes the environmental well-being of communities in the present and for the future.
 This decision promotes the cultural well-being of communities in the present and for the future.

Fit with strategic framework

	Contributes	Detracts	Not applicable
Social Wellbeing Strategy	✓	<input type="checkbox"/>	<input type="checkbox"/>
Economic Development Strategy	✓	<input type="checkbox"/>	<input type="checkbox"/>
Environment Strategy	<input type="checkbox"/>	<input type="checkbox"/>	✓
Arts and Culture Strategy	✓	<input type="checkbox"/>	<input type="checkbox"/>
3 Waters Strategy	<input type="checkbox"/>	<input type="checkbox"/>	✓
Future Development Strategy	<input type="checkbox"/>	<input type="checkbox"/>	✓
Integrated Transport Strategy	<input type="checkbox"/>	<input type="checkbox"/>	✓
Parks and Recreation Strategy	<input type="checkbox"/>	<input type="checkbox"/>	✓
Other strategic projects/policies/plans	✓	<input type="checkbox"/>	<input type="checkbox"/>

The activities in this report support the Arts and Culture, Economic Development and Social Wellbeing Strategies.

Māori Impact Statement

The Museum consults with and works with the Ngāi Tahu Advisory Group as well as Rūnaka on a regular basis.

Sustainability

The principles of sustainability underpin all the activity of Toitū and Lan Yuan.

LTP/Annual Plan / Financial Strategy /Infrastructure Strategy

This report is for noting purposes only.

Financial considerations

This report is for noting purposes only.

Significance

This decision is considered low in terms of the Council’s Significance and Engagement Policy.

Engagement – external

This report is for noting purposes only.

Engagement - internal

This report is for noting purposes only.

Risks: Legal / Health and Safety etc.

There are no legal or health and safety risks related to matters in this report.

Conflict of Interest

There are no known conflicts of interest.

Community Boards

There are no known implications for Community Boards.