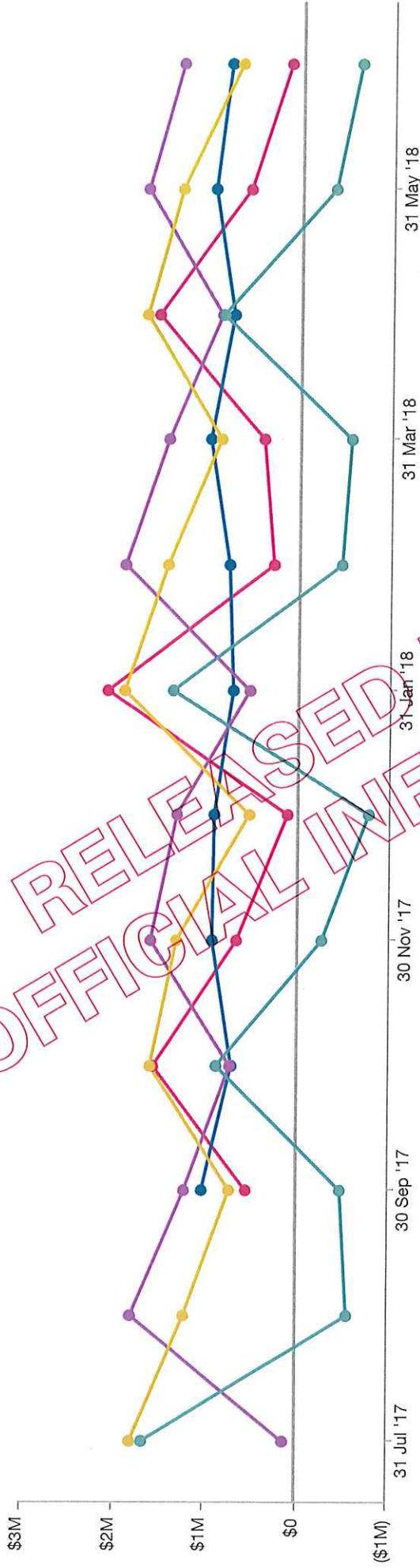


Forecast cash flow



	31 Jul '17	31 Aug '17	30 Sep '17	30 Oct '17	30 Nov '17	31 Dec '17	31 Jan '18	28 Feb '18	31 Mar '18	30 Apr '18	31 May '18	30 Jun '18
Receipts	-	-	\$532,265	\$1,564,396	\$653,376	\$114,850	\$2,071,502	\$270,000	\$395,604	\$1,546,457	\$549,623	\$117,737
Payments	-	-	\$1,017,566	\$698,002	\$924,248	\$907,209	\$701,606	\$744,120	\$970,321	\$718,257	\$925,685	\$768,494
Opening Bank	\$121,016	\$1,786,030	\$1,208,771	\$723,470	\$1,589,863	\$1,318,992	\$526,633	\$1,396,329	\$1,422,409	\$847,692	\$1,675,892	\$1,299,830
Net cash movement	\$1,665,015	(\$577,259)	(\$485,301)	\$866,393	(\$270,871)	(\$792,359)	\$1,369,896	(\$474,120)	(\$574,717)	\$828,200	(\$376,062)	(\$650,757)
Closing Bank	\$1,786,030	\$1,208,771	\$723,470	\$1,589,863	\$1,318,992	\$526,633	\$1,896,529	\$1,422,409	\$847,692	\$1,675,892	\$1,299,830	\$649,073

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Board of Trustees
 Nga Taonga Whitiāhau me Nga Taonga Kōrero
 The New Zealand Archive of Film, Television and Sound

Risk Register - Nga Taonga Sound & Vision

Risk Area	Description of Risk	Business Impact Analysis	Likely causes	Likelihood of risk occurring	Level of impact of risk	Risk appetite	Treatment	Residual risk after treatment	Responsibilities
Reputational	That the reputation of the Board of Trustees (collectively or individually) is damaged with key stakeholders (e.g. the Minister or Ministry, Lottery Grants Board) such that the organisation's ability to deliver is impeded/ impacted.	Could include: reduction in funding, reduction in trust and confidence, increase in monitoring activity creating overhead for the organisation, decrease in public statements of support for the work we do, reduction in publicity opportunities.	[Examples] A breakdown in the relationship between Trustees/ & relevant stakeholders. Not maintaining the "No Surprises" Policy effectively. An individual Trustee or group of Trustees conduct bringing the organisation into disrepute.	ALMOST CERTAIN LIKELY POSSIBLE UNLIKELY RARE	EXTREME MAJOR MODERATE MINOR INSIGNIFICANT	- Do not accept - Accept and apply treatment - Accept and ignore	Trustee Code of Conduct included in Board Manual and Trustee Induction. BOT maintains a deliberate engagement strategy with key stakeholders.		All Trustees and the BOT
Financial	Drop in funding, or funding not increasing in line with costs and expectations. Volatility of some funding sources such as Lottery Grants Board.	The organisation's mandate has increased significantly in the past five years, and the funding to support that increased mandate has not been included in our base funding to date. This significantly hampers our ability to improve performance against expectations and to offer new services to share the collections with diverse audiences.	Loss of confidence due to failure to meet expectations. Government funding moved to higher value activity. Lottery Grants Funding declines.			Accept and apply treatment	Actively engage with Government to increase confidence and ultimately, funding. Increase funding from non-government sources. Explore fees and commercial service options that decrease reliance on Government and philanthropy. Actively manage and invest in external credibility and reputation.		All Trustees and the BOT
Reputational	Damage to our external relationships due to non-delivery.	From the public's perspective, we are only relevant when the collections are shared. However, audience access is the most 'optional' part of our business. If we have to prioritise activity due to lack of funding or capacity, preservation and conservation will always be higher priority.	Funding doesn't match cost of delivery against demand. Service levels don't increase to match clients' expectations in the digital age.			Accept and apply treatment	Increase external engagement and focus. Improve systems for managing delivery to external stakeholders so that consistency improves.		All Trustees and the BOT
Reputational	Capacity to deliver	Partly tied to funding, see Financial risks above. Also related to availability of equipment and technology at the operational level.	Failure to manage expectations effectively. Community demand increases without the ability to respond - especially for iwi/Māori. Patchy delivery (exceeding in some areas, but not in others, or for some clients but not others).			Accept and apply treatment	Continually communicate our strengths and challenges in an open and transparent way. Engage support from within the client community to raise awareness of what we are attempting to deliver, and what those challenges are.		All Trustees and the BOT

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Risk Area	Description of Risk	Business Impact Analysis	Likely causes	Likelihood of risk occurring	Level of impact of risk	Risk appetite	Treatment	Residual risk after treatment	Responsibilities
Reputational	Capability to deliver	Significant investments have already been made in the capability of the organisation to deliver to (and eventually to exceed) expectations. However this is an ongoing task and is dependent on a number of key employees, leadership capability and focus by the Board.	Turnover/departure of key staff. Change fatigue.	ALMOST CERTAIN LIKELY POSSIBLE UNLIKELY RARE	EXTREME MAJOR MODERATE MINOR INSIGNIFICANT	- Do not accept - Accept and apply treatment - Accept and ignore	Succession planning. Keeping the CE focused on supporting employees to be engaged, effective and resilient, focus on organisational health, culture and best practices by CE and Managers.		All Trustees and the BOT

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