

Akaroa Museum Advisory Committee AGENDA

Notice of Meeting:

An ordinary meeting of the Akaroa Museum Advisory Committee will be held on:

Date: Wednesday 23 February 2022
Time: 2.30pm
Venue: Via Audio Visual Link
<https://us02web.zoom.us/j/6498101367>

Membership

Chairperson	Nigel Harrison - Banks Peninsula Community Board Representative
Members	Jamie Stewart - Banks Peninsula Community Board Representative
	Sue Crow - Friends of the Museum (FOAM)
	Linda Sunderland - Friends of the Museum (FOAM)
	Pam Richardson - Community Representative
	Jymal Morgan - Onuku Rūnanga

10 February 2022

Liz Carter
Community Board Advisor
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Note: The reports contained within this agenda are for consideration and should not be construed as Council policy unless and until adopted. If you require further information relating to any reports, please contact the person named on the report.

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Developing Resilience in the 21st Century

Strategic Framework

Whiria ngā whenu o ngā papa,
honoa ki te maurua tāukiuki

Bind together the strands of each mat and join
together with the seams of respect and reciprocity

Ōtautahi–Christchurch is a city of opportunity for all

Open to new ideas, new people and new ways of doing things – a city where anything is possible

Principles

Being open,
transparent and
democratically
accountable

Promoting
equity, valuing
diversity and
fostering inclusion

Taking an inter-generational approach
to sustainable development,
prioritising the social, economic
and cultural wellbeing of
people and communities
and the quality of the
environment, now
and into the
future

Building on the
relationship with
Te Rūnanga o Ngāi Tahu
and the Te Hononga–Council
Papatipu Rūnanga partnership,
reflecting mutual understanding
and respect

Actively collaborating and
co-operating with other
local, regional
and national
organisations

Ensuring
the diversity
and interests of
our communities
across the city and the
district are reflected in
decision-making

Community Outcomes

Resilient communities

Strong sense of community
Active participation in civic life
Safe and healthy communities
Celebration of our identity
through arts, culture, heritage,
sport and recreation
Valuing the voices of all cultures
and ages (including children)

Liveable city

Vibrant and thriving city centre
Sustainable suburban and
rural centres
A well connected and accessible
city promoting active and
public transport
Sufficient supply of, and
access to, a range of housing
21st century garden city
we are proud to live in

Healthy environment

Healthy water bodies
High quality drinking water
Unique landscapes and
indigenous biodiversity are
valued and stewardship
exercised
Sustainable use of resources
and minimising waste

Prosperous economy

Great place for people, business
and investment
An inclusive, equitable economy
with broad-based prosperity
for all
A productive, adaptive and
resilient economic base
Modern and robust city
infrastructure and community
facilities

Strategic Priorities

Enabling active
and connected
communities
to own their future

Meeting the challenge
of climate change
through every means
available

Ensuring a high quality
drinking water supply
that is safe and
sustainable

Accelerating the
momentum
the city needs

Ensuring rates are
affordable and
sustainable

Ensuring we get core business done while delivering on our Strategic Priorities and achieving our Community Outcomes

Engagement with
the community and
partners

Strategies, Plans and
Partnerships

Long Term Plan
and Annual Plan

Our service delivery
approach

Monitoring and
reporting on our
progress

AKAROA MUSEUM ADVISORY COMMITTEE

TERMS OF REFERENCE

2 December 2019

1. Name of Committee

The Committee will be known as the “Akaroa Museum Advisory Committee”.

2. Status of Committee

The Committee will be a committee of the Banks Peninsula Community Board.

3. Purpose of Committee

The purpose of the Committee is to provide advice to the Community Board on the strategic issues facing the Museum and the matters arising from them.

4. Responsibilities

Responsibilities of the Committee are:

- To provide advice on the Museum’s aims, objectives and policies and its role in the community.
- To provide a local link with the Museum’s stakeholders including Friends of the Akaroa Museum, local Rūnanga and the wider community.
- To assist in obtaining local support and financial resources necessary to achieve the Museum’s aims.

5. Composition of Committee

- The two Akaroa subdivision members of the Banks Peninsula Community Board
- Two representatives from the Friends of Akaroa Museum¹
- One community representative²
- One representative from Ōnuku Rūnanga

¹ The Friends of Akaroa Museum representatives to be appointed by that group.

² The position of community representative will be publicly advertised, seeking expressions of interest.

In addition, a liaison member should be appointed from each of the Wairewa and Koukourārata Rūnanga, to attend meetings when matters of significance to their rohe (district) are being discussed.

The Community Board will appoint the Chairman of the Committee.

6. Term of Committee

The Committee will be discharged three months from the coming into office of the members of the community board, elected or appointed at, or following each triennial general election.

7. Administration

The Committee shall meet quarterly, or as required, and report to the Banks Peninsula Community Board following each Committee meeting.

A schedule of quarterly Committee meetings will be adopted annually.

As a committee of the Community Board the Committee shall be bound by the various Acts and Regulations governing the operation of a Local Authority and shall also be subject to the Council's Standing Orders.

The Akaroa Museum Advisory Committee will be assisted by the Museum Director and Community Board support staff.

8. Remuneration of Committee Members

Committee members will not be eligible to claim the Council's approved allowances for attendance at meetings.

Part A	Matters Requiring a Council Decision
Part B	Reports for Information
Part C	Decisions Under Delegation

TABLE OF CONTENTS

C	1.	Apologies Ngā Whakapāha	6
B	2.	Declarations of Interest Ngā Whakapuaki Aronga	6
C	3.	Confirmation of Previous Minutes Te Whakaāe o te hui o mua	6
B	4.	Deputations by Appointment Ngā Huinga Whakaritenga.....	6

STAFF REPORTS

C	5.	Akaroa Museum Director's Update	11
B	6.	Friends of Akaroa Museum (FOAM) - Presidents Update	15
B	7.	Committee Members' Exchange of Information	18

1. Apologies Ngā Whakapāha

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

2. Declarations of Interest Ngā Whakapuaki Aronga

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

3. Confirmation of Previous Minutes Te Whakaāe o te hui o mua

That the minutes of the Akaroa Museum Advisory Committee meeting held on [Wednesday, 23 June 2021](#) be confirmed (refer page 7).

4. Deputations by Appointment Ngā Huinga Whakaritenga

Deputations may be heard on a matter or matters covered by a report on this agenda and approved by the Chairperson.

There were no deputations by appointment at the time the agenda was prepared.

Akaroa Museum Advisory Committee OPEN MINUTES

Date: Wednesday 23 June 2021
Time: 2.30pm
Venue: Akaroa Boardroom
78 Rue Lavaud, Akaroa

Present

Chairperson
Members

Nigel Harrison - Banks Peninsula Community Board Representative
Sue Crow - Friends of the Museum (FOAM)
David Miller - Friends of the Museum (FOAM)
Jymal Morgan - Ōnuku Rūnanga – via Zoom

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-
- Part A** **Matters Requiring a Council Decision**
Part B **Reports for Information**
Part C **Decisions Under Delegation**
-

The agenda was dealt with in the following order.

Introduction

Jymal Morgan, the new representative of the Ōnuku Rūnanga, was introduced to Committee members.

1. Apologies Ngā Whakapāha

Part C

Committee Resolved AMA/2021/00004

That the apology received from Pam Richardson be accepted.

Sue Craw/David Miller

Carried

2. Declarations of Interest Ngā Whakapuaki Aronga

Part B

There were no declarations of interest recorded.

3. Confirmation of Previous Minutes Te Whakaāe o te hui o mua

Part C

Committee Resolved AMA/2021/00005

That the minutes of the Akaroa Museum Advisory Committee meeting held on Wednesday, 24 March 2021 be confirmed.

Sue Craw/David Miller

Carried

4. Deputations by Appointment Ngā Huinga Whakaritenga

Part B

There were no deputations by appointment.

5. Director's Update

Committee Resolved AMA/2021/00006

(Original Officer recommendations accepted without change)

Part C

That the Akaroa Museum Advisory Committee:

1. Receive the information in the Akaroa Museum Director's Update.

David Miller/Sue Crow

Carried

6. Friends of Akaroa Museum (FOAM) - Presidents Update

Committee Comments

David Miller expressed concern about the Council's Long Term Plan process and referred to comments in his report on this issue.

Committee Resolved AMA/2021/00007

(Original Officer recommendations accepted without change)

Part B

That the Akaroa Museum Advisory Committee:

1. Receive the information in the Friends of Akaroa Museum report dated 23 June 2021

Sue Crow/Nigel Harrison

Carried

7. Committee Members' Exchange of Information

Part B

Committee members exchanged information on items of interest, including:

- The possibility of a new film being made for showing in the Courthouse
- Hui at Ōnuku Marae on the Takapūneke Reserve Landscape Plan – 26 June at 1.15pm
- Te Reo Maori name for Akaroa Museum

7.1 Meri Robinson

Part B

Committee members expressed their appreciation for the wonderful contribution made to the Akaroa Museum Advisory Committee over many years, by Meri Robinson, as the representative of the Ōnuku Rūnanga, and asked that a letter of thanks be forwarded to Meri.

Meeting concluded at 3.18pm.

CONFIRMED THIS 23RD DAY OF FEBRUARY 2022

NIGEL HARRISON
CHAIRPERSON

Unconfirmed

5. Akaroa Museum Director's Update

Reference Te Tohutoro: 22/149032

Report of Te Pou Matua: Lynda Wallace, Director, lynda.wallace@ccc.govt.nz

General Manager Mary Richardson, GM Citizens and Community

Pouwhakarae: mary.richardson@ccc.govt.nz

1. Brief Summary



- 1.1 The purpose of this report is to update the committee on the activities of Akaroa Museum.

2. Officer Recommendations Ngā Tūtohu

That the Akaroa Museum Advisory Committee:

1. Receive the information in the Museum Director's Report

Attachments Ngā Tāpirihanga

No.	Title	Page
A  	Director's Update to Akaroa Museum Advisory Committee 23 Feb 22	13

Additional background information may be noted in the below table:

Document Name	Location / File Link

Confirmation of Statutory Compliance Te Whakatūturutanga ā-Ture

Compliance with Statutory Decision-making Requirements (ss 76 - 81 Local Government Act 2002).

(a) This report contains:

- (i) sufficient information about all reasonably practicable options identified and assessed in terms of their advantages and disadvantages; and
- (ii) adequate consideration of the views and preferences of affected and interested persons bearing in mind any proposed or previous community engagement.

(b) The information reflects the level of significance of the matters covered by the report, as determined in accordance with the Council's significance and engagement policy.

Signatories Ngā Kaiwaitohu

Author	Lynda Wallace - Museum Director – Akaroa
Approved By	Blair Jackson - Director Art Gallery Mary Richardson - General Manager Citizens & Community

Akaroa Museum Director's Update

1.0 Visitors

Visitor numbers are the lowest they've been since the post-earthquake period, 10 years ago. For the month of January, usually the Museum's busiest month, visitors totalled 2,400. Last January the total was over 5,000. Covid restrictions and individual caution about unnecessary travel are obviously behind these very low visitor numbers.

2.0 Operating under Covid restrictions

The Museum remains open under the red traffic light settings. All Museum staff in customer facing roles are required to be vaccinated and to wear medical grade masks. Visitors are required to contact trace, wear masks and show a vaccination certificate on entry. Physical distancing of 1m is encouraged and attention is being given to extra cleaning.

The impact of Covid restrictions on event planning is significant. Fundraising and social events have been cancelled or postponed as we try to minimise risk to visitors, supporters and Friends of the Museum.

The first term is usually when many school groups visit the Museum to undertake in-depth research on history, tourism and geography, but many of these groups are cancelling or postponing their visits while the Omicron variant becomes increasingly prevalent in the community.

3.0 Exhibitions

The Museum's summer exhibition, *Nga Taonga me ōna Kōrero* is being well received by visitors. Plans are underway for an exhibition changeover in March or April, when the Museum will show the five new Charles Meryon etchings acquired last year.

4.0 Collections

During the past six months the Museum has upgraded storage for its firearms collection in order to comply with new legislation. The legislation also requires a member of staff to be a firearms licence holder and carry the responsibility for the safety and care of the collection.

5.0 Annual Plan

Council will approve the draft annual plan for 2022-23 on 26 February. At the time of writing, \$40,000 had been restored to the Museum's operational budget for the coming and subsequent years. Final approval will not be until June when the annual plan is formally adopted by Council.

6.0 Looking forward

With the development and interpretation of the Takapūneke reserve proceeding it is timely to consider another collaborative exhibition about the site and its history.

The last exhibition about Takapūneke was in 2010 when the Museum, in conjunction with the Ōnuku rūnanga, Ngai Tahu and the Akaroa Civic Trust, developed an exhibition titled *Ngā Roimata o Takapūneke*. The exhibition was recognised for heritage education and interpretation excellence at the annual Heritage Awards.

7.0 Facilities

The Parks Team is now responsible for maintenance of the Museum's grounds and gardens and are doing a good job. Considerable savings were made by shifting this contract to local providers.

8.0 Events

While most events are on hold while Omicron cases grow in the community, the Friends of the Museum still have The Gaiety booked for their annual Antique Fair, postponed from January and now planned for Anzac Weekend, 23/24 April.

6. Friends of Akaroa Museum (FOAM) - Presidents Update

Reference / Te Tohutoro: 22/156011

Report of / Te Pou
Matua:

Linda Sunderland, President, Friends of Akaroa Museum

General Manager /
Pouwhakarae:

Mary Richardson, GM Citizens & Community,
Mary.Richardson@ccc.govt.nz

1. Purpose of Report / Te Pūtake Pūrongo

Correspondence has been received from:


Name	Subject
Linda Sunderland	The purpose of this report (attached) is to update the Committee on the activities and events of the Friends of Akaroa Museum.

2. Officer Recommendations / Ngā Tūtohu

That the Akaroa Museum Advisory Committee:

1. Receive the information in the correspondence report dated 23 February 2022

Attachments / Ngā Tāpirihanga

No.	Title	Page
A 	Friends of Akaroa Museum Report - February 2022	16

Banks Peninsula Community Board
Akaroa Museum Advisory Committee
Friends of the Akaroa Museum (FOAM) President's update February 2022

1. Introduction - Linda Sunderland

At the last Annual General meeting of FOAM, October 2021, I was honoured to be elected as the current President. It is therefore my pleasure to bring the Akaroa Museum Advisory Committee this latest up-date of FOAM's activities.

2. Advocacy

During the last year - in its role as support for the Akaroa Museum – FOAM has been active in advocating for the reinstatement of the Museum's full operational budget. Concern existed over the ability of the Museum to retain the current level of service with the proposed cut in finance from the Christchurch City Council. Following FOAM submissions to the CCC Long-term plan and Banks Peninsula Community Board, and a meeting with the Mayor - Lianne Dalziel, deputy Mayor - Andrew Turner, and Council staff it appears the proposed financial cut has been reversed. FOAM is now looking forward to seeing this restored funding written into the Annual Plan - to be published June this year.

Our grateful thanks go to the Mayor, Lianne Dalziel, Deputy Mayor Andrew Turner, the Banks Peninsula Community Board and other community groups that have listened to the concerns and worked with FOAM to achieve this worthy outcome.

3. Activities and Events

Unfortunately due to the Covid pandemic FOAM has had to cancel several events.

These events included:

- the combined Quiz evening with the Okains Bay Museum
- the New Year Antiques Fair
- involvement in an alternative Antiques Fair, 12th of February.

As these cancellations have impacted FOAM's fund-raising ability, this also affects FOAM's ability to provide financial support to the Museum for such activities as acquisitions.

At this stage FOAM is planning on rescheduling events with the support of a Covid Policy that will provide guidance in minimising any health and safety concerns.

The proposed programme is:

- Antiques Fair 23, 24 April
- Quiz evening – mid year
- House and Garden Tour - November.

4. FOAM projects.

Current projects remain:

- a) Paving for Posterity – a further tranche of pavers were laid in December 2021. Each paver raises funds for FOAM.

b) Headstone Project – work is continuing on recording and uploading information from the early headstones in the Akaroa Cemeteries on the 'Find a Grave' site - Ancestry.com.

Details uploaded include:

- photograph of the heritage headstone
- the headstone inscription
- biographies
- photograph of the person
- site of the plot

The intention of this project is to support the Museum, families and researchers with information. Many of these families visit the Akaroa Museum seeking this information – often before or after visiting the cemeteries.

3. Oral History Project

This project records the lives and experiences of older Akaroa and the Bays residents via audio and written abstract.

Work is currently underway to transfer this treasure of information to the Turanga Library to ensure security of the material and wider availability to the public.

Other Work – Policies

In undertaking the above projects it has become clear that two Policies in particular are required by FOAM to guide our activities safely and in line with government policy. These are a Covid Policy and a Privacy Policy.

Both of these policies are in draft and being reviewed at present.

Many thanks for accepting this report.

Linda Sunderland
President
Friends of the Akaroa Museum (FOAM).

7. Committee Members' Exchange of Information

This item provides an opportunity for Committee Members to update each other on recent events and/or issues of relevance and interest to the Committee.