

## **Akaroa Museum Advisory Committee**

### **AGENDA**

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#### **Notice of Meeting:**

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

**Date:** **Wednesday 21 February 2024**  
**Time:** **2 pm**  
**Venue:** **Akaroa Boardroom, 78 Rue Lavaud Akaroa**

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#### **Membership**

Chairperson	Pam Richardson - Community Representative
Members	Graham Bell - Friends of the Museum (FOAM)
	Nigel Harrison - Banks Peninsula Community Board Representative
	Asif Hussain - Banks Peninsula Community Board Representative
	Onuku Rūnanga
	Diana Stronach - Friends of the Museum (FOAM)

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**14 February 2024**

Natasha McDonnell  
Banks Peninsula Governance 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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<https://www.ccc.govt.nz/the-council/meetings-agendas-and-minutes/>

# What is important to us?

Our Strategic Framework is a big picture view of what the Council is aiming to achieve for our community

## Our focus this Council term 2022–2025

### Strategic Priorities



Be an **inclusive and equitable city which puts people at the centre** of developing our city and district, prioritising wellbeing, accessibility and connection.



**Champion Ōtautahi-Christchurch** and collaborate to build our role as a leading New Zealand city.



**Build trust and confidence** in the Council through meaningful partnerships and communication, listening to and working with residents.

Adopted by the Council on 5 April 2023



**Reduce emissions** as a Council and as a city, and invest in **adaptation and resilience**, leading a city-wide response to climate change while protecting our indigenous biodiversity, water bodies and tree canopy.



**Manage ratepayers' money wisely**, delivering quality core services to the whole community and addressing the issues that are important to our residents.



Actively balance the needs of **today's residents** with the **needs of future generations**, with the aim of leaving no one behind.

## Our goals for this Long Term Plan 2024–2034

### Draft Community Outcomes



**Collaborative and confident**  
Our residents have the opportunity to actively participate in community and city life, have a strong sense of belonging and identity, and feel safe.



**Green and liveable**  
Our neighbourhoods and communities are accessible and well connected, supporting our goals to reduce emissions, build climate resilience and protect and regenerate the environment, especially our biodiversity, water bodies and tree canopy.

To be adopted by the Council as part of the Long Term Plan 2024–2034



**A cultural powerhouse**  
Our diverse communities are supported to understand and protect their heritage, pursue their arts, cultural and sporting interests, and contribute to making our city a creative, cultural and events 'powerhouse'.



**Thriving and prosperous**  
Our city is a great place for people, business and investment where we can all grow our potential, where enterprises are innovative and smart, and where together we raise productivity and reduce emissions.

## Our intergenerational vision

**A place of opportunity for all.  
Open to new ideas, new people,  
new investment and new ways  
of doing things – a place where  
anything is possible.**



Ngāi Tahu has rangatiratanga over its takiwā – the Council is committed to partnering with Ngāi Tahu to achieve meaningful outcomes that benefit the whole community

## AKAROA MUSEUM ADVISORY COMMITTEE

### TERMS OF REFERENCE NGĀ ĀRAHINA MAHINGA

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 Museum<sup>1</sup>
- One community representative<sup>2</sup>
- One representative from Ōnuku Rūnanga

<sup>1</sup> The Friends of Akaroa Museum representatives to be appointed by that group.

<sup>2</sup> 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 Koukourāata Rūnanga, to attend meetings when matters of significance to their rohe (district) are being discussed.

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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.

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

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## Karakia Tīmatanga

Kia tau te mauri o runga	May the essence of above settle here
Kia tau te mauri o raro	May the essence of below settle here
Paiheretia te ture wairua	Bind together that we can't see
Paiheretia te ture tangata	and bind that we can see
Hei pou ārahi i a tātou i tēnei wā	And have them guide us at this time
kia tika te whakaaro	May the thought be true
kia tika te kupu	May the words be true
Tihei Mauri Ora	

### 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, 18 October 2023](#) 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.

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## Akaroa Museum Advisory Committee OPEN MINUTES

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**Date:** Wednesday 18 October 2023  
**Time:** 2:01 pm  
**Venue:** Akaroa Boardroom, 78 Rue Lavaud Akaroa

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**Present**

Chairperson Pam Richardson - Community Representative  
Members Graeme Curry - Friends of Akaroa Museum (FOAM)  
Linda Sunderland - Friends of Akaroa Museum (FOAM)  
Nigel Harrison - Te Pātaka o Rākaihautū Banks Peninsula Community Board Representative

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- Part A** Matters Requiring a Council Decision  
**Part B** Reports for Information  
**Part C** Decisions Under Delegation
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**Karakia Tīmatanga:** all present

The agenda was dealt with in the following order.

**1. Apologies Ngā Whakapāha**

**Part C**

**Committee Resolved AMA/2023/00008**

That the apology received from Asif Hussain be accepted.

Pam Richardson/Nigel Harrison

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/2023/00009**

That the minutes of the Akaroa Museum Advisory Committee meeting held on Wednesday, 21 June 2023 be confirmed.

Linda Sunderland/Pam Richardson

Carried

**4. Deputations by Appointment Ngā Huinga Whakaritenga**

**Part B**

There were no deputations by appointment.

**5. Akaroa Museum Director's Update to Akaroa Museum Advisory Committee**

**Committee Comment**

1. The Committee thanked Dan Smith for presenting the Akaroa Museum Acquisitions and Disposals Policy



**Committee Resolved AMA/2023/00010 (Original Staff Recommendation accepted without change)**

That the Akaroa Museum Advisory Committee:

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

Graeme Curry/Nigel Harrison

Carried

**The Akaroa Museum Advisory Committee Agreed**

1. To hold a Committee workshop to discuss the Akaroa Museum Acquisitions and Disposals Policy when the policy is up for renewal in 2024.
2. To request presence from Ōnuku Rūnanga at the Akaroa Museum Acquisitions and Disposals Policy renewal Committee workshop.

**Attachments**

- A Akaroa Museum Acquisitions and Disposals Policy - November 2019

Linda Sunderland left the meeting at 2:39 pm during consideration of item 5.

Linda Sunderland returned to the meeting at 2:41 pm during consideration of item 5.

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

**Committee Resolved AMA/2023/00011 (Original Staff Recommendation accepted without change)**

That the Akaroa Museum Advisory Committee:

1. Receive the information in the report from the President of the Friends of Akaroa Museum

Linda Sunderland/Nigel Harrison

Carried

**7. Committee Members' Exchange of Information Te Whakawhiti Kōrero a ngā Mema Komiti**

**Part B**

- The Committee understands a Te Reo name for the Akaroa Museum has been delayed.
- The Committee was informed of the Akaroa Civic Trust Annual General Meeting (AGM) scheduled for 2 December 2023.
- The committee heard about a QR code that will become affixed to a number of sites throughout the Takapuneke area. When scanned, the QR code plays audio for anyone in the public domain to listen. This story can be accessed on the ChristchurchNZ website.
- The Committee understands that the Banks Peninsula War Memorial will be celebrating its centenary in March 2024.

**Karakia Whakakapi:** all present

Meeting concluded at 3:26 pm.  
CONFIRMED THIS 21st DAY OF FEBRUARY 2024

PAM RICHARDSON  
CHAIRPERSON

Unconfirmed

Item 3 - Minutes of Previous Meeting 18/10/2023

## 5. Akaroa Museum Director's Update to Akaroa Museum Advisory Committee

Reference / Te Tohutoro: 24/112325

Report of / Te Pou Matua: Lynda Wallace, Museum Director, [lynda.wallace@ccc.govt.nz](mailto:lynda.wallace@ccc.govt.nz)

Senior Manager / Pouwhakarae: Mary Richardson, Interim Chief Executive  
([Mary.Richardson@ccc.govt.nz](mailto:Mary.Richardson@ccc.govt.nz))

### 1. Purpose and Origin of Report Te Pūtake Pūrongo

- 1.1 To inform members of the Akaroa Museum Advisory Committee about activity at the Museum.
- 1.2 Lynda Wallace, Director

### 2. Officer Recommendations Ngā Tūtohu

That the Akaroa Museum Advisory Committee:

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

### 3. Brief Summary

- 3.1 The Director's report updates committee members on recent activity at Akaroa Museum.
- 3.2 The period October-December 2023 saw a steady increase in visitor numbers to the Museum, at a level slightly higher than for the same period last year. The usual summer mix of internationals and Kiwis on holiday is evident and local residents are bringing their guests in for a visit too.
- 3.3 *Ship Nails & Tail Feathers* opened at the beginning of December with an event attended by members of the Friends and associates. The exhibition is a collaboration between institutions – Canterbury Museum, Christchurch Art Gallery Te Puna o Waiwhetū and Akaroa Museum – and brings together art works and objects that exhibit themes of deforestation, species and habitat loss. Some highlights of the exhibition are from Akaroa Museum's own collection – notably a pair of taxidermied huia and a small bottle of whale oil.
- 3.4 In April the Museum will present an exhibition resulting from another collaboration, this time with Te Rūnanga o Ngāi Tahu/Ōnuku Rūnanga, focussing on Takapūneke and the meaning it holds for mana whenua today. The exhibition will emphasise the connection of present to past by exploring contemporary responses to the historical events that occurred at this site almost 200 years ago. The evolution of the landscape concepts for the site, the design and carving of the pou, and some individual creative responses will be included. This exhibition will be an important focus for the many school groups who visit the Museum during the winter months, as they explore key events in Aotearoa's history.
- 3.5 The Museum's collection continues to grow with the addition of assorted objects with links to Banks Peninsula's past. Recently, and just in time to be included in *Ship Nails & Tail Feathers*, a small bottle of whale oil was accepted for the collection. Oil was a primary product of the 19<sup>th</sup> century whaling industry. This bottle was manufactured in New Bedford, USA, by William Nye and still has its label and seal intact. The label pronounces it "finest sperm whale oil", ideal for lubricating bicycles and sewing machines.

- 3.6 Another exciting addition to the collection has been a single photograph of one of Akaroa’s early Chinese residents, as yet unidentified, standing with two dogs outside his small house. There were a number of Chinese living in Akaroa in the late nineteenth and early twentieth century, but they lived apart from European society and were only rarely the subjects of photographs.
- 3.7 Planned capital works for the year are underway. New shelving was installed in the main object store at the end of October, funded by the capital budget. Along with a smaller amount of new shelving in the workroom, this has allowed Daniel Smith, our collections manager, to both rationalise collections in storage and more efficiently store display furniture in the workroom.
- 3.8 Elements of the Museum’s heating, ventilation and air conditioning system will require replacement over the next few months to ensure environmental control parameters are met. This work too will be funded by the capital budget.
- 3.9 We continue to facilitate special access to collections. On a Saturday morning at the end of November the Museum hosted a group of Comte de Paris descendants. The group were treated to a guided tour of the Museum and shown objects relating to their families, finishing with a session in the stores with Museum staff.
- 3.10 The Museum also hosted a visit from the exhibition team from Canterbury Museum who came specifically to see our iteration of *Ship Nails & Tail Feathers*, and who also finished their visit with a guided tour behind the scenes. For most this was their first visit to Akaroa Museum and they commented on how impressed they were with the exhibitions and facilities generally.

### **Attachments Ngā Tāpirihanga**

There are no attachments for this report.

In addition to the attached documents, the following background information is available:

<b>Document Name – Location / File Link</b>

### **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**

<b>Author</b>	Lynda Wallace - Museum Director - Akaroa
<b>Approved By</b>	Blair Jackson - Director Art Gallery

**Item 5**

## 6. Committee Members' Exchange of Information Te Whakawhiti Kōrero a ngā Mema Komiti

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.

### Karakia Whakakapi

Tukuna te wairua kia rere ki te taumata Ko te matatika te mātāpono hei ārahi i ngā mahi Ka arotahi te tira kia eke panuku, kia eke tangaroa Haumi e, hui e, tāiki e	<i>May the spirit be released to soar to its zenith Ethics is the principle that guides our work As we focus on the success for our community Bring together! Gather together and bind together!</i>
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