
Akaroa Museum Advisory Committee

AGENDA

Notice of Meeting:

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

Date: Wednesday 4 December 2024
Time: 2 pm
Venue: Akaroa Boardroom, 78 Rue Lavaud Akaroa

Membership

Chairperson	Pam Richardson - Community Representative
Members	John Curry - Friends of the Museum (FOAM)
	Nigel Harrison - Te Pātaka o Rākaihautū Banks Peninsula Community Board Representative
	Asif Hussain - Te Pātaka o Rākaihautū Banks Peninsula Community Board Representative
	Jymal Morgan - Onuku Rūnanga
	Diana Stronach - Friends of the Museum (FOAM)

18 November 2024

Banks Peninsula Governance Advisor

Linda Burkes

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Website: www.ccc.govt.nz

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 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 Koukourāata 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

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Karakia Whakakapi

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

Apologies will be recorded at the meeting.

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, 21 August 2024](#) 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.

Deputations will be recorded in the meeting minutes.

Akaroa Museum Advisory Committee OPEN MINUTES

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

Present

Chairperson	Pam Richardson - Community Representative
Members	Graeme Curry - Friends of the Museum (FOAM) Diana Stronach - Friends of the Museum (FOAM)
Staff	Lynda Wallace – Director Akaroa Museum

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

Karakia Tīmatanga:

The agenda was dealt with in the following order.

1. Apologies Ngā Whakapāha

Part C

Committee Resolved AMA/2024/00009

That the apologies received from Nigel Harrison and Asif Hussain be accepted.

Pam Richardson/Graeme Curry

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/2024/00010

That the minutes of the Akaroa Museum Advisory Committee meeting held on Wednesday, 15 May 2024 be confirmed.

Pam Richardson/Diana Stronach

Carried

4. Deputations by Appointment Ngā Huinga Whakaritenga

Part B

There were no deputations by appointment.

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

The Committee heard that the Friends of Akaroa Museum is now registered under the Incorporated Societies Act 2022.

Officer Recommendations

That the Akaroa Museum Advisory Committee:

1. Receive the information in the correspondence report Friends of Akaroa Museum (FOAM) – Presidents Update dated 21 August 2024

Committee Resolved AMA/2024/00011

That the Akaroa Museum Advisory Committee:

1. Receives the information in the correspondence report Friends of Akaroa Museum (FOAM) – Presidents Update dated 21 August 2024
2. Notes that FOAM is now an Incorporated Society under the Incorporated Societies Act 2022.

Graeme Curry/Diana Stronach

Carried

6. Akaroa Museum Director's Update to Akaroa Museum Advisory Committee

The Committee heard about the effect the Covid lock-down had on visitor numbers to the Akaroa Museum, that numbers are now increasing to pre-covid levels, and discussed ways in which they could encourage local people to visit the Takapūneke Exhibition.

Officer Recommendations

That the Akaroa Museum Advisory Committee:

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

Committee Resolved AMA/2024/00012

That the Akaroa Museum Advisory Committee:

1. Receives the information in the Akaroa Museum Director's Update to Akaroa Museum Advisory Committee Report.
2. Acknowledges that the reported reduction in visitor numbers from 2020 to 2022 was a result of the Covid lock-down and that the Museum has met or exceeded all their levels of service targets for 2023/24.
3. Agrees for the Chairperson to write a letter to the Editor of the Akaroa Mail and the Bay Harbour News newspapers to encourage visitors to the Takapūneke Exhibition, which will run until November 2024, and to seek other promotional opportunities.

Pam Richardson/Diana Stronach

Carried

7. Akaroa Museum Policy Review

The Committee discussed the need for accessible information and agreed to include, in the Akaroa Museum Research and Access Policy, details about where to find information.

Officer Recommendations

That the Akaroa Museum Advisory Committee:

1. Review the Akaroa Museum Acquisitions and Disposals Policy, confirm updates and endorse.
2. Review the Akaroa Museum Research and Access Policy, confirm updates and endorse.

Committee Resolved AMA/2024/00013

That the Akaroa Museum Advisory Committee:

1. Endorses the Akaroa Museum Acquisitions and Disposals Policy 2024.
2. Endorses the Akaroa Museum Research and Access Policy 2024, subject to inclusion of:
 - Reference to the location of Council Fees and Charges under paragraph 3.5, Fees and Charges.
 - Reference to the location for the Museums 'Guidelines for Researchers', under Section 5.

Diana Stronach/Graeme Curry

Carried

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

Part B

Members shared the following information:

- FOAM now has an official reviewer, as under the new constitution an auditor is not required.
- Author Michael Lee will be speaking to the community on Saturday 31 August at 4pm at the Akaroa Boat Sheds about 'Scientific Ventures in the Pacific – The contribution of French explorers to Aotearoa's natural history.'
- Concerns were expressed about the lack of interest from the younger community in becoming involved with local meetings and initiatives. The younger community needs encouragement to get involved with a range of activities in our Community.

Karakia Whakakapi:

Meeting concluded at 3.07pm.

CONFIRMED THIS 20th DAY OF NOVEMBER 2024

PAM RICHARDSON
CHAIRPERSON

5. Akaroa Museum Director's Update

Reference Te Tohutoro: 24/2017888

Responsible Officer(s) Te Pou Matua: Lynda Wallace, Director Akaroa Museum

Accountable ELT Member Pouwhakarae: Andrew Rutledge, Acting General Manager Citizens and Community

1. Purpose and Origin of the Report Te Pūtake Pūrongo

- 1.1 The purpose of this report is 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 Akaroa Museum Director's Update Report.](#)

3. Brief Summary

- 3.1 The Takapūneke exhibition, *He Ara Roimata ki te Anamata – Takapūneke, our journey, our survivance*, ended its long and successful run in November. During the seven months it was displayed around 9,000 visitors viewed it, exposing this important story to a wide audience. There is a possibility the exhibition will be seen again, at Ōnuku Marae for Waitangi weekend 2025.
- 3.2 The Museum's summer exhibition, *The Measure of Things*, features objects used in the measurement of time, volume and space and looks at the impact that measuring and quantifying has had on human lives.
- 3.3 Prior to opening the summer exhibition new light track and lights were installed in the temporary gallery. This is the first stage of a gradual upgrade of all light track throughout the exhibition spaces, funded through the Museum's capital budget.
- 3.4 Lacking an acquisitions budget or fund, the Museum relies upon the generosity of donors or the financial support of the Friends of Akaroa Museum to develop its collection of historical art. Recently, two Will Watkins paintings were donated by a descendant of the artist, while the Friends bid on two works, a John Gibb and a Margaret Stoddart, in an (unsuccessful) attempt to acquire them for the Museum's collection.
- 3.5 With all of Akaroa's wharves undergoing modifications at present, and the 1888 main wharf due for demolition next year, the Museum is alert to the possibility of collecting relics relating to these structures. Recently council staff delivered an original wooden mooring cleat from Dalys Wharf and we have identified other small items from the main wharf as potential acquisitions.
- 3.6 The future of the BP Meats site, adjacent to the court house, is again being discussed. One of the documents included with the consultation referred to possible expansion of the Museum onto the BP Meats site. This was a purely speculative proposal that did not originate from the

Museum and has now been removed from the consultation documents. Currently the Museum uses a container located on the site to store empty display cases only, not collection items.

- 3.7 This year is the Museum's 60th anniversary, a milestone celebrated in September at the Friends AGM. A panel of speakers with past involvement with the Museum shared their experiences and memories of the past six decades. The Akaroa Mail published a lengthy article to mark the event.
- 3.8 In early November the Museum collaborated with the Readers and Writers Akaroa (RAWA) festival by holding a curtain-raiser event at The Gaiety for members of FOAM and participants in the festival. This took the form of readings from fiction and non-fiction works about, or set in, Akaroa. The event was well attended and very favourably received.

Attachments Ngā Tāpirihanga

There are no attachments to this report.

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

Document Name - Location / File Link
Not applicable

Signatories Ngā Kaiwaitohu

Author	Lynda Wallace - Museum Director – Akaroa
Approved By	Blair Jackson - Director Art Gallery

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

Reference Te Tohutoro: 24/2026733

Responsible Officer(s) Te Pou Matua: Linda Burkes, Banks Peninsula Governance Advisor

Accountable ELT Member Pouwhakarae: Andrew Rutledge, Acting General Manager Citizens and Community

1. Purpose of Report Te Pūtake Pūrongo

Correspondence has been received from:


Name	Subject
John Curry, President/Chairperson	The purpose of this report (attached) is to update the Committee on the activities and events of the Friends of Akaroa Museum.

2. Staff Recommendations / Ngā Tūtohu

That the Akaroa Museum Advisory Committee:

1. [Receive the information in the correspondence report Friends of Akaroa Museum \(FOAM\) – Presidents Update dated 04 December 2024](#)

Attachments Ngā Tāpirihanga

No.	Title	Reference	Page
A 	Friends of Akaroa Museum Report - Akaroa Museum Advisory Committee meeting 4 December 2024	24/2048097	14

FRIENDS OF AKAROA MUSEUM

Report to Akaroa Museum Advisory Committee – 4 December 2024

Since the last Akaroa Museum Advisory Committee meeting on 21 August 2024, here is a summary of events and issues significant to Friends of Akaroa Museum (FOAM).

- FOAM has paid for the \$1890 conservation cost of the John Gibb painting previously acquired by FOAM for the Akaroa Museum.
- FOAM's new constitution has been approved by the Companies Office.
- The Annual General meeting took place on 29 September attended by 39 FOAM members and community representatives. Graeme Curry stood down as President/Chair person, and John Curry was elected to the position. Graeme remains on the FOAM committee in the position of Vice President/Chairperson. The formal part of the meeting was followed by a panel discussion on the history of the Akaroa Museum since its founding 60 years ago.
- Three oral histories have been completed as part of FOAM's Oral History Project.
- FOAM has agreed to pay for the design and printing costs of a new book to be published by Akaroa Museum. The subject of the book is the photographic work of Don McKay, a prolific photographer on Banks Peninsula during the 1950s and 1960s. One hundred and fifty copies are to be printed at an estimated cost to FOAM of \$6,300.
- Planning and organising of FOAM's bi-annual fund-raiser, the Inside Out House and Garden Tour, are well underway. The public will be able to visit 16 locations over the weekend of 23-24th November. A significant number of tickets have already been sold.
- FOAM bid at a recent art auction on two artworks to purchase for the Akaroa Museum. One was a John Gibb painting of Hickory Bay, and the other was a Margaret Stoddart painting showing a Banks Peninsula landscape. The two works sold at prices beyond the upper limit that FOAM had budgeted.
- Planning is also underway for FOAM's other major fundraiser, the Akaroa Antiques Fair, to occur on the weekend of 4-5th January 2025.
- As part of the Readers and Writers Akaroa (RAWA) festival, on Friday evening, 1st November, FOAM hosted 'Love and Legacy' where talented presenters read from local literary works inspired by Akaroa and Banks Peninsula. Approximately 50 people attended the event.

7. 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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