

Akaroa Museum Advisory Committee AGENDA

Notice of Meeting:

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

Date: Wednesday 24 March 2021
Time: 2.30pm
Venue: Akaroa Boardroom
78 Rue Lavaud, Akaroa

Membership

Chairperson	Nigel Harrison - Banks Peninsula Community Board Representative
Members	Jamie Stewart - Banks Peninsula Community Board Representative
	Sue Crow - Friends of the Museum (FOAM)
	David Miller - Friends of the Museum (FOAM)
	Pam Richardson - Community Representative
	Meri Robinson - Onuku Rūnanga

17 March 2021

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

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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, 2 December 2020](#) 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 2 December 2020
Time: 2.30pm
Venue: Akaroa Boardroom
78 Rue Lavaud, Akaroa

Present

Chairperson
Members

Nigel Harrison - Banks Peninsula Community Board Representative
David Miller - Friends of the Museum (FOAM)
Sue Crow - Friends of the Museum (FOAM)
Pam Richardson - Community Representative
Meri Robinson – Ōnuku Rūnanga Representative

2 December 2020

Liz Carter
Community Board Advisor
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Item 3 - Minutes of Previous Meeting 2/12/2020

-
- 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.

1. Apologies / Ngā Whakapāha

Part C

There were no apologies.

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/2020/00005

That the minutes of the Akaroa Museum Advisory Committee meeting held on Wednesday, 29 July 2020 be confirmed.

Pam Richardson/Sue Craw

Carried

4. Deputations by Appointment / Ngā Huinga Whakaritenga

Part B

There were no deputations by appointment.

5. Akaroa Museum Director's Update

Committee Comment

The Director tabled an up-to-date schedule of visitor numbers - attached. The Committee discussed the implications of cost cutting measures proposed through the Long Term Plan (LTP).

Committee Resolved AMA/2020/00006

Part C

Officer Recommendation adopted without change

That the Akaroa Museum Advisory Committee:

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

David Miller/Meri Robinson

Carried

Attachments

- A Akaroa Museum 3 Year Visitor Number Comparison 2018 - 2020

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

Officer Recommendations / Ngā Tūtōhu

That the Akaroa Museum Advisory Committee:

1. Receive the information in the correspondence report dated 02 December 2020

Committee Resolved AMA/2020/00007

Part B

That the Akaroa Museum Advisory Committee:

1. Receive the information in the report of the President of the Friends of Akaroa Museum dated 02 December 2020

David Miller/Sue Craw

Carried

7. Committee Members' Exchange of Information

Part B

Members exchanged items of information, including:

- Okains Bay Museum – new staffing arrangements for summer and community management of Okains Bay Store.
- Okains Bay Museum and Akaroa Museum – joint production of information pamphlet.
- Centennial of Pigeon Bay Hall – possible exhibition items.
- Celebration of 2022 Waitangi Day at Ōnuku or Treaty of Waitangi signing anniversary at Ōnuku on 30 May.
- Museum Hardships Fund – possible application.
- Lotteries Fund for COVID recovery projects.
- Donations / bequests

7.1 Te Reo Name for Akaroa Museum

Committee Resolved AMA/2020/00008

Part B

That the Akaroa Museum Advisory Committee:

1. Request, through the Ōnuku Rūnanga representative, that Ōnuku Rūnanga gift a Te Reo name to the Akaroa Museum.

Pam Richardson/David Miller

Carried

Meeting concluded at 3.39pm.

CONFIRMED THIS 24th DAY OF MARCH, 2021

NIGEL HARRISON
CHAIRPERSON

Unconfirmed

Item 3 - Minutes of Previous Meeting 2/12/2020

5. Akaroa Museum Director's Update

Reference / Te Tohutoro: 21/233183

Report of / Te Pou Lynda Wallace, Director, Akaroa Museum,
Matua: lynda.wallace@ccc.govt.nz
General Manager / Mary Richardson, General Manager 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 Akaroa Museum Director's update.

Attachments / Ngā Tāpirihanga

No.	Title	Page
A ↓	Director's Update to Akaroa Museum Advisory Committee March 2021	13

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

Document Name	Location / File Link
Not Applicable	

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

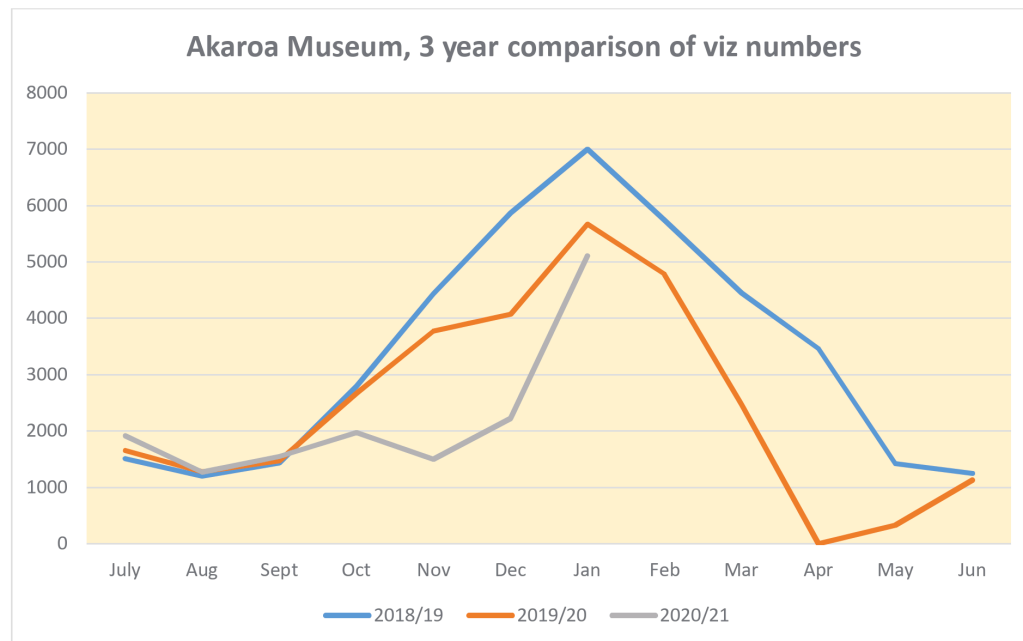
Author	Lynda Wallace - Museum Director – Akaroa
Approved By	Blair Jackson - Director Art Gallery Mary Richardson - General Manager Citizens & Community

#.1 VISITORS

Visitor numbers

In this year of closed borders, and with international visitors usually making up to 60% of the Museum's visitor total, this year was never going to be normal. The months of October, November and December showed just how large that gap could be. January however was boosted by a surge in domestic travel, bringing the total for that month almost up to last year's level.

For the year to the end of January, visitor numbers were 25% down compared to the same period last year, a surprisingly good result.



Pop-up Penguins

Between December and January the Museum hosted two of the painted pop-up penguins that were part of a city-wide penguin trail. Both had been decorated by local schools so were expected to attract a local audience. However, hundreds of people made the trip from Christchurch to Akaroa to scan the codes on our penguins and complete the trail, providing another boost to visitor numbers.

Visitor Survey

Akaroa Museum has again participated in the national visitor survey, coordinated by Museums Aotearoa. Over a period of a week in late February, the Museum conducted exit surveys with almost 100 visitors, gathering information about their visit experience, exhibition highlights, suggestions for improvements and demographic data. The Friends of the Museum helped with conducting the interviews, rostered on for 2-3 hours each over the course of the week, providing invaluable assistance to the already-stretched customer service staff.

#.2 EXHIBITIONS

Temporary exhibitions

Taking advantage of an offer of the temporary loan of a set of large framed photographs of cocksfoot grass-seed harvesting, the Museum's summer exhibition was focused on this industry

which was once so important to Banks Peninsula.

From the end of March the Museum will be helping the Comte de Paris Descendants Group to celebrate the 180th Anniversary of the arrival of the *Comte de Paris* in Akaroa. This anniversary actually fell in 2020 but events were cancelled due to the Covid lockdown. An exhibition about the first French and German families to settle in Akaroa, and their descendants, opens on Friday 26 March.

#.3 COLLECTIONS

Recent acquisitions

Notable recent acquisitions have included almost 150 historic photographs, collected in two separate accessions from the same source, a Lelievre family descendant. Original photographs form an important part of Akaroa Museum's collection, being a valuable resource for both researchers and Museum staff alike. This collection includes a number of images from the first World War, from Egypt and Gallipoli, where Jules Lelievre served. The collection also includes some photographs not previously seen by Museum staff, of early Akaroa homes and individuals.

#.4 EVENTS, COLLABORATIONS AND CONTRIBUTIONS

Friends of Akaroa Museum fundraising

Since the last meeting of the Advisory Committee, the Friends of the Museum have been very actively fundraising, first with the House and Garden Tour in November, followed by the annual Antique Fair early in January. The Museum benefits in many ways from the Friends' active support, not only financially. The Friends are strong champions of the Museum locally and help to keep the Museum's profile high in the community.

Collaboration with Okains Bay Museum

Just prior to the summer season, Akaroa Museum and Okains Bay Museum produced a combined brochure promoting both institutions. This has been widely distributed.

Arts Council event in Court House

The Akaroa Community Arts Council will be using the Court House as a venue for the first in a series of talks, Artistic Controversies. Tonight Dr Mark Stocker will talk on the subject of colonial statues in Aotearoa – should they stay or should they go. Although a wonderful heritage interior, the Court House has a capacity of only 50 so events held there sell out fast.

#.5 LONG TERM PLAN

Long Term Plan

Council's Long Term Plan has now been finalised and is out for public consultation. It contains significant change for the Museum, with a 10% cut to operational costs beginning in year 2 of the plan, 2022/23. Finding this level of savings in the operational budget, while retaining current levels of service, will be a challenge.

#.6 UPCOMING EVENTS

Artistic Controversies, Dr Mark Stocker	24 March, in the Court House
Comte de Paris 180 exhibition opens	26 March, Temporary Gallery
Comte de Paris Descendants 180 th Anniversary	26-28 March, School Gym

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

Reference / Te Tohutoro: 21/317787

Report of / Te Pou

Matua:

David Miller, 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
David Miller – President, Friends of Akaroa Museum	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 Friends of Akaroa Museum Presidents report dated 24 March 2021

Attachments / Ngā Tāpirihanga

No.	Title	Page
A ↓	Friends of Akaroa Museum Presidents Update March 2021	16

BANKS PENINSULA COMMUNITY BOARD
AKAROA MUSEUM ADVISORY COMMITTEE
FRIENDS OF AKAROA MUSEUM (FOAM) PRESIDENT'S UPDATE March 2021

A. ACTIVITIES AND EVENTS

1. Inside Out Akaroa House and Garden Tour 2020

The 2020 Inside Out Akaroa House and Garden Tour took place on the weekend of 28-29 November. It was our most successful year ever with over 680 tickets sold, raising \$8460.19 for FOAM. As always, the Tour has benefitted from the huge support from **Liz Haylock, Graeme Curry** and colleagues volunteering their time within and outside FOAM, particularly **Suz Wyborne** from Akaroa District Promotions, as well as the gracious support and hard work of 13 property owners – enthusiastic gardeners all – and over 70 volunteer gate-keepers, without whom we couldn't undertake such an enterprise. Everyone involved appeared to enjoy themselves and the positive feedback from garden visitors. We have learned some useful lessons from this edition of the Tour, which will be incorporated into our next edition in 2022.

2. FOAM Christmas Dinner and Antiques Fair

The FOAM Christmas Dinner was held on 04 December 2020. It was a lovely evening of feasting and recollecting an unusual and challenging year, all in the finest FOAM spirit. As always, FOAM acknowledges its culinary debt to **Jo Dwyer**, and all the volunteers who set up and cleaned up.

The FOAM Antiques Fair took place on 2-3 January 2021 at the Gaiety, and was again a much-enjoyed success, raising \$3431.20. Feedback from the antiques vendors involved was uniformly positive and we continue to be grateful for their continued support. Our continued success with the annual Fair would not be possible without the great support of **Liz Haylock, Nigel Harrison, Cheryl Jenkins, Victoria Andrews, John Harding** and many others – most grateful thanks to them all.

3. 2021 National Museum Visitor Survey

As in previous years, FOAM volunteers have supported Akaroa Museum staff with conducting interviews of museum visitors during the week of 22-26 February 2021.

4. Dates for Future Events

AGM: 1st October 2021

FOAM Christmas Function: 3rd December 2021

Antiques Fair: 1st and 2nd January 2022

FOAM looks forward to supporting the forthcoming Comte de Paris Descendants 180th Anniversary on 26-28 March 2021, not as pillars but as flying buttresses – we offer full support as needed, but from the outside!

FOAM has also been looking forward to hosting a Lace Making workshop in Akaroa, with support from a lace-making group in Christchurch. We anticipate holding this event mid-Winter.

B. FOAM PROJECTS

The Oral History Project and Akaroa Cemeteries Headstone Project continue to be progressed, and our grateful thanks as always go to **Paddy Stronach, Lynette Curry** and **Carole Francis-Miller**, and to **Linda Sunderland** and **Patsy Turner** for their continued and vital engagement on each.

A new tranche of engraved paving stones has been commissioned in our **Paving for Posterity Project**, which we expect to be laid in Q2 2021.

Dr David Miller
FOAM President
28 February 2021

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.