

Notice of Meeting:

I hereby give notice that an ordinary meeting of the Toitū Otago Settlers Museum Board will be held on:

Date: Wednesday 11 February 2026
Time: 9:30 a.m.
Venue: Otago Settlers Association Board Room, Toitū Otago Settlers Museum, 31 Queens Gardens, Dunedin

Sandy Graham
Chief Executive Officer

Toitū Otago Settlers Museum Board
PUBLIC AGENDA

MEMBERSHIP

Chairperson	Mr Phil Dowsett	
Members	Cr Doug Hall Mr Peter Smith Cr Brent Weatherall	Cr Benedict Ong Mrs Moira Styles
Senior Officer	Cam McCracken, Director - Dpag, Toitū, Lan Yuan and Olveston	
Governance Support Officer	Jean Cockram	

Jean Cockram
Governance Support Officer

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Note: Reports and recommendations contained in this agenda are not to be considered as Council policy until adopted.

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1 APOLOGIES

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

2 CONFIRMATION OF AGENDA

Note: Any additions must be approved by resolution with an explanation as to why they cannot be delayed until a future meeting.

DECLARATION OF INTEREST

EXECUTIVE SUMMARY

1. Members are reminded of the need to stand aside from decision-making when a conflict arises between their role as an elected or independent representative and any private or other external interest they might have.
2. Elected or independent members are reminded to update their register of interests as soon as practicable, including amending the register at this meeting if necessary.

RECOMMENDATIONS

That the Committee:

- a) **Notes/Amends** if necessary the Elected or Independent Members' Interest Register attached as Attachment A; and
- b) **Confirms/Amends** the proposed management plan for Elected or Independent Members' Interests.

Attachments

	Title	Page
¶A	Register of Interests	6

Toitū Otago Settlers Museum Board - Register of Interest - current as at December 2025					
Name	Date of Entry	Responsibility (i.e. Chairperson etc)	Declaration of Interests	Nature of Potential Interest	Member's Proposed Management Plan
Phil Dowsett	20/10/2016	Owner Shareholder	Residential Property Ownership - Dunedin Various public companies	No conflict identified. No conflict identified.	Seek advice prior to the meeting if actual or perceived conflict of interest arises. Seek advice prior to the meeting if actual or perceived conflict of interest arises.
Cr Doug Hall	31/10/2025	Trustee Owner Member Member Member	Cronus Trust Clickfix Ltd District Licensing Committee (Council Appointment) Dunedin Public Art Gallery Society (Council Appointment) Toitū Otago Settlers Museum Board (Council Appointment) West Harbour Community Board (Council Appointment)	No conflict identified No conflict identified No conflict identified No conflict identified No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises. Seek advice prior to the meeting if actual or perceived conflict of interest arises. Seek advice prior to the meeting if actual or perceived conflict of interest arises. Seek advice prior to the meeting if actual or perceived conflict of interest arises. Seek advice prior to the meeting if actual or perceived conflict of interest arises.
Cr Benedict Ong	31/10/2025	Owner Member Member	Residential Property Otago Settlers Association (Council Appointment) Toitū Otago Settlers Museum Board (Council Appointment)	No conflict identified No conflict identified No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises. Seek advice prior to the meeting if actual or perceived conflict of interest arises. Seek advice prior to the meeting if actual or perceived conflict of interest arises.
Cr Brent Weatherall	31/10/2025	Owner Owner Trustee Trustee Trustee Member Member Member Member	Residential Property Business George Street, Dunedin Brent Weatherall Jeweller Limited Weatherall Trustee Company Residential Rental Properties Dunedin Club Dunedin Public Art Society (Council Appointment) Keep Dunedin Beautiful (Council Appointment) Toitū Otago Settlers Museum Board (Council Appointment) Strath Taieri Community Board (Council Appointment)	No conflict identified No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises. Seek advice prior to the meeting if actual or perceived conflict of interest arises. Seek advice prior to the meeting if actual or perceived conflict of interest arises. Seek advice prior to the meeting if actual or perceived conflict of interest arises. Seek advice prior to the meeting if actual or perceived conflict of interest arises. Seek advice prior to the meeting if actual or perceived conflict of interest arises. Seek advice prior to the meeting if actual or perceived conflict of interest arises. Seek advice prior to the meeting if actual or perceived conflict of interest arises. Seek advice prior to the meeting if actual or perceived conflict of interest arises.

Peter Smith	28/11/2016	Volunteer Secretary Shareholder Owner	Green Hut Track Group Civil Service Harriers Various public companies Residential Property Owner Dunedin	No conflict identified. No conflict identified. No conflict identified. No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises. Seek advice prior to the meeting if actual or perceived conflict of interest arises. Seek advice prior to the meeting if actual or perceived conflict of interest arises. Seek advice prior to the meeting if actual or perceived conflict of interest arises.
Moira Styles			Register of Interest items still to be provided		

REPORTS

TOITŪ OTAGO SETTLERS MUSEUM ACTIVITY REPORT

Department: Arts and Culture

EXECUTIVE SUMMARY

1 This report covers activities of Toitū Otago Settlers Museum (Toitū) from 1 July to 30 September 2025.

RECOMMENDATIONS

That the Board:

- a) **Notes** the Toitū Otago Settlers Museum Activity Report for the period 1 July to 30 September 2025.

BACKGROUND

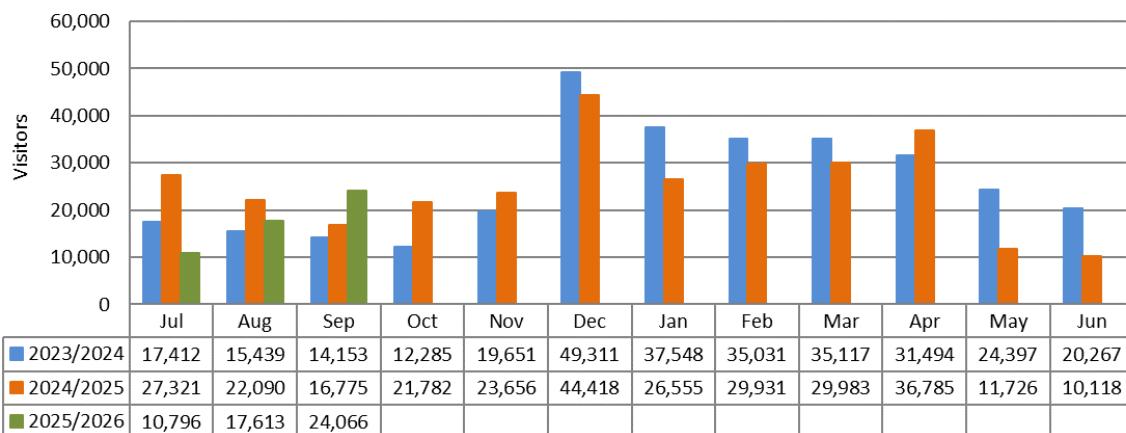
2 This report is prepared for the Toitū Otago Settlers Museum Board meeting and details the latest activities and KPI performance at Toitū.

DISCUSSION

Visitation

3 Toitū recorded 52,475 visitors this quarter, representing a 20% decrease compared with the same period in FY 24/25. Although this is unfavourable to the same period in the previous year, the September visitation was higher than previous year and indicates a positive upward trend as we move out of winter, and we prepare for the high summer cruise ship season.

Toitū Otago Settlers Museum Visitor Numbers



2023/24	17,412	32,851	47,004	59,289	78,940	128,251	165,799	200,830	235,947	267,441	291,838	312,105
2024/25	27,321	49,411	66,186	87,968	111,624	156,042	182,597	212,528	242,511	279,296	291,022	301,140
2025/26	10,796	28,409	52,475									

Running total

COLLECTIONS AND EXHIBITIONS

Exhibitions

New displays

- 4 *The CRAFT* is a new temporary display in the Transport and Technology gallery, about freemasonry in Dunedin. The display features recently donated items to the Museum, including a pair of stunning plaster columns from Lodge Maori, as well as an array of masonry ‘jewels’. The museum hosted a morning tea for the freemasonry community to mark the opening on 12th September.
- 5 *DANCE!*, a new display in the Creative Dunedin opened this reporting period. It tells the story of Shona Dunlop MacTavish MBE (1920-2019) dancer, teacher, choreographer and pioneer of liturgical dance, often referred to as ‘the mother of modern dance in New Zealand’. The exhibition includes dance costumes, live dance footage and a mirror wall and interactive ballet barre for practising some of Shona’s signature dance moves.
- 6 The team completed an object changeover and construction of a façade to our small display 1925-26 SHOW TIME which commemorates the 1925-1926 New Zealand and South Seas International Exhibition which ran from 17 November 1925 to 1 May 2026 attracting more than 3 million visits. Work also started on a project to restore the 1925 pinstriping to Josephine – who was saved from potential scrapping and spruced up for this exhibition.
- 7 *Eden in Dunedin: Highlights from the Eden Hore Central Otago Fashion collection* continues in the Material Culture gallery. This exhibition continues to be very popular, along with the publication *Central Otago Couture: The Eden Hore Collection*, which is now on its second print run. Taking into account its popularity and the resource needed to create a new exhibit in this space at a time of reduced staffing, the team are working with the Eden Hore Central Otago Trust to look at running the exhibition for another year into early 2028 –with the addition of a new suite of costume.

8 The team have completed several smaller changeouts to permanent displays including an update to the Radio display in the 21st Century gallery, and preparatory work for an update to GOLD and Call to Arms.

Maintenance of permanent exhibits

9 The Exhibitions and collections team continuously maintain the quality of the permanent exhibits at Toitū, this work includes the following:

10 Audio Visual (AV) touchscreens: Earlier this year the digital label rail screens were replaced for the majority of displays and the team is now working on needed replacements to data projectors and larger screens across the Museum, in accordance with our replacement schedule.

11 Lighting renewals: In early 2025 the technical team began to roll out new light fittings in the permanent displays. However a fault was discovered requiring the consignment to be returned to Germany for correction. The repaired units are expected back on site in December ready for a continuation of the update in early 2026.

Permanent exhibition updates

12 Staff continue to make progress on the Portrait database, creating a single, authoritative catalogue for the entire portrait collection at Toitū. The outcome will be a new, searchable online database, along with updated content in the Smith Gallery, including full biographies for all portraits on display and the inclusion of many of the JTNE 100 series films.

13 Foyer Immersive Project update: On 8 July, following completion of an extensive procurement process, content development commenced with a two day hui with mana whenua. We are now building the content working as co-creators with mana whenua, which includes monthly reporting through to the mana whenua panel. Process is a little slower than expected and the delivery date has pushed into early 2026 at this stage.

Audience feedback

14 Some sample feedback we have received over the reporting period includes:

- “I really enjoyed it. There is so much history and the way it is shown is beautiful. I really enjoyed that there was a mixture of reading, listening and watching. Thank you for creating such an amazing place.” Christchurch 17/7/25
- “A constant reminder of place, purpose and who we are as a city and people. One can’t help but marvel, Keep up the mahi.” Dunedin 10/8/25
- “The interactivity of the screens displaying selective information about the displays is well done. Loved the oral histories.” Sydney 20/9/25
- “Eden Hore exhibition was great. Loved the videos and his story. Great job!” Dunedin 16/8/25

Digital outputs and public talks

15 Peter Read created *Talking Pictures* episodes 69 and 70 of a series about Dunedin’s Great Exhibitions in the lead up to the centenary of the 1925 Dunedin and South Seas Exhibition with a focus on artworks from the Toitū pictorial collection. Available on the Toitū YouTube channel.

16 Two ODT *Cool and Collected* article was published between 1 July and end of September 2025:

- ‘Monument a link to Scottish past’ by Will McKee, published 30 August.
- ‘A city of light’— and ice cream by Pete Read, published 20 September [‘A city of light’— and ice cream | Otago Daily Times Online News](#)

17 Seven talks were delivered by Seán Brosnahan, Curator:

- 23 July Yvette Williams, JTNE
- 29 July Dunedin Central Rotary Club, JTNE
- 6 August Roll of Honour to NZSG
- 8 August NZSG Irish Interest Group: King Tawhaio’s Phantom Fenians
- 9 August Auckland NZSG Expo: Journey to New Edinburgh
- 10 August Auckland NZSG Expo: Following the Gold
- 12 August Tuesday Club on JTNE

Collections

Acquisitions

18 During this reporting period 18 new collection items were accepted into the collection. Highlights include a fourth (previously unknown) sketchbook by John Buchanan (1819-1898) Botanist and Artist, which joins three sketchbooks already held in our collection and which are iconic containing valuable early sketches of NZ landscape and flora. A large number of garments from the Nom D archive, and featured in the Dunedin Public Art Gallery exhibition *This is NomD!* were purchased for the costume / creative Dunedin collection.

Collections support of exhibitions

19 A new registrar has been recruited and will commence duties in the New Year. We are very pleased to welcome Anne Harlow from Tūhura Museum to the team. Anne brings a wealth of experience across collections including detailed knowledge of our collection database Vernon. In the interim we have continue to support exhibition, acquisitions and collections enquiries by working across the collections and exhibitions team to cover gaps. We have been very lucky to continue with our long serving conservator Fiona McLaughlan who has been able to cover a lot of ground in relation to acquisitions and exhibition preparation.

Collections projects

20 Asbestos Remediation: The team continues to test and remediate specific objects from two stores (two of the four have been remediated and declared safe) when they are required for retrieval for access or display. Work continues with the DCC Property team on the offsite store at Parry Street, as time and current resource levels allow, to enable work to remediate the building itself which is asbestos contaminated, before moving into object testing.

Conservations projects

21 Conservation work this reporting period includes:

- 123 objects through the lab – donations/loans/exhibition related.
- Development of object sampling procedure and process to enable investigation into type of bone used in accessioned masonic tracing board pointer.

Archives

22 Collections and Exhibitions staff processed 37 public enquiries. The majority of these were collection based. The reporting does not reflect the time spent on an enquiry – some can take several hours to complete. The team is currently sharing these across three staff – the Manager and two curators.

AUDIENCE DEVELOPMENT

Enriching Local Curriculum (ELC) – Education

23 Education themes explored through the Enriching Local Curriculum (ELC) programme across this reporting period for early childhood, primary and secondary ākonga included drama inspired by early Dunedin stories, a high school history class looking at displays and interpretation within the museum to use as background information for creating their own mini-exhibitions back at school, highlights tours with interactive learning activities along the way for primary aged ākonga, education outreach themed around toys, Exploring Our Wai (water) with a focus on water and how Māori and Europeans used the water resources and wildlife associated with it, play time for one year olds in the NZR Foyer play area, transportation, an interactive general museum discovery session incorporating music, songs and games for early childhood ākonga, general museum exploration, and self-guided ākonga led visits.

Visitor Programmes

24 During this reporting period, our program of public talks featured a variety of speakers. These included heritage restorer Peter Mackenzie, speaking about his stained-glass window and masonry work in Otago, Seán Brosnahan, Toitū Curator and Will McKee, Toitū Exhibitions Developer, speaking about the experience of creating Journey to New Edinburgh, and Visitor Programmes Coordinator Chris Watts speaking on his recent visit to the NZ Liberation Museum in Le Quesnoy, France.

25 The school holiday offerings included a Pinewood Derby workshop where children built and decorated a toy race car inspired by the vehicles in Toitū's galleries, decorating small envelopes for holding seeds, as part of a wider programme focused on food sustainability, and a gallery trail themed around the journey from black and white, into colour. Regular school holiday cake decorating workshop leader Jess, led experiences for all ages themed around 'technicolour' and Candyland. Toitū, Dunedin Public Art Gallery, and Dunedin public Libraries collaborated on a Matariki themed star trail for children in celebration of Puaka Matariki.

26 Toitū facilitated a new relationship with Our Food Network, and collaborated on a day of family friendly activities teaching visitors about food sustainability and a talk series on the history of food production in the region.

COMMERCIAL ACTIVITY

Retail

27 Retail performance at Toitū remained strong over the reporting period, with all three months showing year-on-year growth:

28 Activity in the first quarter centred on product development, restocking, and forward purchasing for the next six months. Attendance at the Auckland Gift Fair in late August enabled the

Commercial Manager to review current market trends, strengthen supplier relationships, and secure new stock for the upcoming peak season.

- 29 The Tiger Tea Bus T-shirt was refreshed with new seasonal colours for both adults and children and continues to perform well. Additionally, a bespoke Josephine model kitset was developed with NZ company Abstract Designs, undergoing multiple design iterations before release. The product has been well received across a broad visitor demographic.
- 30 A suite of printed products commemorating the 100th anniversary of the Dunedin and South Seas Exhibition was also completed.
- 31 We remain committed to supporting Dunedin and Otago artists and brands, actively expanding our locally sourced product range through the continual addition of new lines.
- 32 Preparations for the Christmas programme are progressing as planned. Santa photography, alongside Pixie Town and other festive activities, is expected to drive strong visitation and retail performance. December consistently delivers the highest retail revenue of the year.

Functions and Commercial Events

- 33 A total of 28 private venue bookings were held at Toitū between 1 July and 30 September 2025, compared with 12 bookings for the same period in 2024, representing substantial growth in this area.
- 34 Sam Willis has now assumed responsibility for all function bookings across the Dunedin Public Art Gallery, Toitū Otago Settlers Museum, and the Lan Yuan Dunedin Chinese Garden. He is supported by Henry Deaker, Functions and Retail Assistant, who works across all three sites.

OPTIONS

- 35 There are no options as this report is for information only.

NEXT STEPS

- 36 There are no next steps as this report is for information only.

Signatories

Author:	Cam McCracken - Director DPAG and Toitū, Lan Yuan & Olveston
Authoriser:	Mike Costelloe - General Manager, Arts, Culture & Economic Development

Attachments

There are no attachments for this report.

SUMMARY OF CONSIDERATIONS

Fit with purpose of Local Government

This decision enables democratic local decision making and action by, and on behalf of communities.
 This decision promotes the social well-being of communities in the present and for the future.
 This decision promotes the economic well-being of communities in the present and for the future.
 This decision promotes the environmental well-being of communities in the present and for the future.
 This decision promotes the cultural well-being of communities in the present and for the future.

Fit with strategic framework

	Contributes	Detracts	Not applicable
Social Wellbeing Strategy	✓	<input type="checkbox"/>	<input type="checkbox"/>
Economic Development Strategy	✓	<input type="checkbox"/>	<input type="checkbox"/>
Environment Strategy	<input type="checkbox"/>	<input type="checkbox"/>	✓
Arts and Culture Strategy	✓	<input type="checkbox"/>	<input type="checkbox"/>
3 Waters Strategy	<input type="checkbox"/>	<input type="checkbox"/>	✓
Future Development Strategy	<input type="checkbox"/>	<input type="checkbox"/>	✓
Integrated Transport Strategy	<input type="checkbox"/>	<input type="checkbox"/>	✓
Parks and Recreation Strategy	<input type="checkbox"/>	<input type="checkbox"/>	✓
Other strategic projects/policies/plans	✓	<input type="checkbox"/>	<input type="checkbox"/>

The activities in this report support the Arts and Culture, Economic Development and Social Wellbeing Strategies.

Māori Impact Statement

The Museum consults with and works with the Ngāi Tahu Advisory Group as well as Rūnaka on a regular basis.

Sustainability

The principles of sustainability underpin all the activity of Toitū and Lan Yuan.

LTP/Annual Plan / Financial Strategy /Infrastructure Strategy

This report is for noting purposes only.

Financial considerations This report is for noting purposes only.

Significance

This decision is considered low in terms of the Council's Significance and Engagement Policy.

Engagement – external This report is for noting purposes only.

Engagement – internal This report is for noting purposes only.

Risks: Legal / Health and Safety etc.

There are no legal or health and safety risks related to matters in this report.

Conflict of Interest There are no known conflicts of interest.

Community Boards There are no known implications for Community Boards.

MEETING SCHEDULE FOR 2026

Department: Civic

EXECUTIVE SUMMARY

- 1 A schedule of meetings for 2026 is attached for your consideration.
- 2 As this is an administrative report, no summary of considerations is required.

RECOMMENDATIONS

That the Board:

- a) **Approves** the meeting schedule for 2026.

Signatories

Author:	Lauren Riddle - Governance Support Officer
Authoriser:	Jackie Harrison - Manager Governance

Attachments

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TOITŪ OTAGO SETTLERS MUSEUM BOARD
MEETING SCHEDULE 2026

Wednesday, 18 February 2026

Wednesday, 13 May 2026

Wednesday, 26 August 2026

Wednesday, 11 November 2026

Meetings will commence at 9.30am unless otherwise advised and will be held in the Otago Settlers Association Board Room, Toitū Otago Settlers Museum, Queens Gardens