

Inventory of the Christchurch Art Gallery Archive

Introduction

The above archive contains material relating to the building of the Christchurch Art Gallery. Archival material begins in 1967, when the deficiencies of the current Christchurch public art gallery (Robert McDougall Art Gallery) were being realised, through to the buildings opening in 2003.

Items have been organised chronologically for the majority of the material.

Text placed within inverted commas “ ” indicates text taken directly from an item.
Text placed within square brackets [...] indicates text that has not been taken directly from an item, such as information that has been deduced from examining associated items, or from other sources for the purpose of clarification.

The inventory was completed on 28 June 2010 by Fiona Simpson.

Item 1

Architectural Competition Entries – Stage One

Each entry has its own folder/box labelled with corresponding entry number. Most entries contain A3 drawings, written design details and architectural practise capabilities.

1 Peter Holland



2 Graeme Barr (practise capabilities missing)



3 Sir Miles Warren (no stage one entry found)

4 Ross Megget Architect



5 C.V. Barham (practise capabilities missing)



6 Architectus, Bowes Clifford Thomson



7 No entry as this number was doubled up with entry number 96

8 Noordanus Architects



9 Wilson and Hill Architects



10 Stewart Ross/Team Architecture



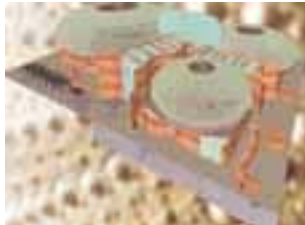
11 Nancy Couling/Johanna Klein Architects



12 Stephen Bird/Giles Reid Architects



13 Bull and Sullivan



14 Geoff Richards Architects Ltd



15 Copeland Associates



16 Watt Architects



17 The Buchan Group (incomplete stage one entry housed in Box 33)

18 Buchan Group Auckland



19 Jansen Luke Architects



20 Athfield Architects Ltd



21 Kingston Morrison New Work Studio



22 Blair and Co Ltd



23 Pelorus Architecture Ltd/ Hunt Davies Architects



24 Suite 17



25 Peter Beaven Architect



26 David McBride Architects



27 Vial and Bellerby



28 Boon Cox Goldsmith Jackson Ltd (incomplete drawings and practise capabilities missing)



29 Boon Cox Goldsmith Jackson Ltd



30 Architecture Warren and Mahoney



31 No entry found

32 David A. Smith Architects



33 Design Group (practise capabilities missing)



34 Creative Spaces



35 Don Donnithorne Architects



36 Sinclair Group Architects



37 Crossan Architects



38 Stephenson and Turner



39 Stephenson and Turner



40 Stephenson and Turner



41 Stephenson and Turner



42 Cook Hitchcock and Sargison



43 Patterson Co-Partners Architects Ltd with Barclay Architects Ltd



44 Hall and McKenzie



45 Hall and McKenzie



46 Arch Angles



47 Devine Erby Mazlin



48 Simpson and Thornley



49 Kingston Morrison Ltd



50 Barclay Architects/Peddle Thorp (no stage one entry found)

51 Colin J. MacLaren Architect



52 Dalman Architecture



53 Sheppard and Rout Ltd



54 John DAvenuey



55 Architecture Workshop



56 Roger Walker Ltd



57 Leuschke Architects



58 Architecture +



59 Megan Rule



60 Ian Krause Architects



61 Warren Wiggins Architects Ltd



62 Pickles and Associates



63 Intrados Architecture



64 Brocherie and Cumberpatch



65 Opus International Consultants



66 Wilkie and Bruce Architects



67 Warren Strez Wilkins Architects Ltd



68 Jasmax



69 Architecture Prime (practise capabilities missing)



70 Richard Barrett Architect



71 Fiona Christeller Architects



72 Royal Associates Ltd



73 Pascoe Linton Sellars



74 Studio South



75 Chris Adams and Partner



76 Adrian Powell Architect



77 Charles R. Thomas Associates Ltd



78 Architecture Brewer-Davidson



79 Trengrove and Blunt



80 Cowey Mills and Co Ltd



81 Stevenson and Turner



82 Michael Wyatt Architects



83 Bullement Fortune Architects



84 Anderson Wyllie Dodd Architects



85 Rennie Dowsett Architects



86 City Design



87 McCulloch McDowell Architects



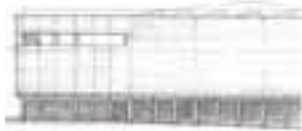
88 Studio Architecture/ Morris Bray Architecture



89 Noel Lane Architects Ltd



90 Cuba Architects and Inscape Design



91 Boon Cox Goldsmith Jackson Ltd



92 Boon Cox Goldsmith Jackson Ltd



93 No entry found

94 Nicholas Stevens Architects/ Tonkin Zulaikha Architects Ltd



95 Architects Elliot Arden Peters Ltd



96 Craig Craig Moller/ Trengrove and Blunt



No number Pete Bossley



Architectural Competition Entries – Stage Two

Entries housed in crate. Each entry contains a set of A1 drawings.

- 3 Sir Miles Warren
- 17 The Buchan Group (incomplete, stage two drawings also in Box 33)
- 33 Design Group
- 50 Barclay Architects/ Peddle Thorp
- 92 Boon Cox Goldsmith Jackson Ltd

Item 2

Box: 1
1967 – 1979

Folder: 1a
1967-69

Excerpt from first annual report of the Robert McDougall Art Gallery, 31 May 1967.
Highlighted section relates to requirements of staging touring exhibitions.

Robert McDougall Art Gallery Director's Report, 31 May 1968.
Committee Chairman was P. J. Skellerup.
Highlighted sections relate to inability of Robert McDougall Art Gallery to competently display touring exhibitions and request that Christchurch City Council would allocate more Botanic Gardens land to improve access to Art Gallery.

Report by Eric Westbrook, Director of the National Gallery of Victoria, on the Robert McDougall Art Gallery, "Its Programmes and Policies", 1969.
Westbrook was invited by the Mayor to assess the Gallery and look at possible alternate sites. The report addresses the lack of facilities and staff in the current building, and its poor location. It also identifies possible areas of improvement in collection policy and the need for more funding with the suggestion of setting up a Friends of the Gallery.

1970

Newspaper clippings from *Christchurch Star*, "Space Problem at Gallery", 14 July 1970; "To Discuss Cost of Arts Support", 21 July 1970; "Art Display", 2 September 1970; "Gallery may be extended", 19 September 1970.
Regarding the growing problem of lack of space at the Gallery due to high attendance levels of touring exhibitions.
Consideration given by Christchurch City Council Cultural Committee to extending building and hiring more staff.

Newspaper clipping from *The Press* "Splendid Exhibition of Italian Old Masters", 22 September 1970.

Letter to the Editor from *Christchurch Star*, 22 September 1970, p.8.
From retiring director of the Gallery, W. S. BAvenuerstock, defending the Gallery's 'deficiencies' as reported on in the previous Saturday's *Christchurch Star*.

1972

Robert McDougall Art Gallery Chairman's Report to the Parks, Recreation and Cultural Committee of the Christchurch City Council, 7 March 1972. Chairman was B [Brian] Muir.
Reports that the increase in attendance and services provided are increasingly difficult to maintain in the current building.

[Christchurch City Council Cultural Committee] Report, 8 August 1972.
It was recommended that Robert McDougall Art Gallery stay on its present site and that loading bay area was resolved.

Robert McDougall Art Gallery Director's Report, 21 August 1972
Recommendations to Christchurch City Councillors to improve Gallery parking, storage facilities and loading bay.

1973

Newspaper clipping from *Christchurch Star* "Museum, gallery 'should combine'", 13 March 1973.

While attending the Art Galleries and Museums Association of New Zealand conference, Christchurch City Councillor Nancy Sutherland expresses her desire to see a union of the Canterbury Museum and Robert McDougall Art Gallery.

Newspaper clipping from *The Press* "Amalgamation with museum suggested", 14 March 1973.

While attending the Art Galleries and Museums Association of New Zealand conference, Christchurch City Councillor Nancy Sutherland expresses her desire to see a union of the Canterbury Museum and Robert McDougall Art Gallery.

Robert McDougall Art Gallery Chairman's Report to the Parks, Recreation and Council Cultural Committee of the Christchurch City Council, 16 April 1973.

A growing number of cultural initiatives involving the Gallery have contributed to the physical limitations of the building reaching "crisis proportions". Alterations to rear of the building will no longer be sufficient to rectify the problem.

Newspaper clipping from *The Press* "New art gallery need", 24 April 1973.

Gallery director Brian Muir interviewed regarding physical limitations of Gallery.

Letter to the Editor from *The Press*; 24 April 1973.

Letter by G.T. [Trevor] Moffitt supporting new art gallery idea.

"Brief for possible extensions to the Robert McDougall Art Gallery, Christchurch", written by B [Brian] Muir, Director.

Original typed version of the brief outlining the role and function of a public art gallery; design; schedule of public and back of house areas; general areas – including parking.

"Brief for extensions to the Robert McDougall Art Gallery, Christchurch".

Another typed version of the brief outlining the role and function of a public art gallery; design; schedule of public and back of house areas; general areas – including parking, with a foreword included and signed by B [Brian] Muir, 2 May 1973.

Robert McDougall Art Gallery Chairman's Report to the Parks, Recreation and Cultural Committee of the Christchurch City Council, 8 May 1973

Submitted by Director, B [Brian] Muir.

Section titled "Extension of Gallery Building" includes the Brief for extensions to the Robert McDougall Art Gallery, Christchurch. With recommendations to organise a competition of local architects to design the extensions and that a committee be set up to fundraise.

Robert McDougall Art Gallery Extension.

Single sheet of paper marked 8.5.73 notes request for Director of the Gallery to prepare a brief on an extension of the Gallery and includes recommendations to organise a competition of local architects to design the extensions and that a committee be set up to fundraise.

Newspaper clipping from *The Press* "Context to design gallery extension", 19 May 1973.

Notes that Christchurch architects will be invited to enter a competition to design an extension to the Robert McDougall Art Gallery to "add sorely needed storage spaces, administration offices, a coffee bar-restaurant, and open courtyards for sculpture."

Newspaper clipping from *The Press* "Art gallery plan deplored", 21 May 1973.

G. T. [Trevor] Moffitt (art critic for *The Press*) criticises art gallery extension plans.

Newspaper clipping from *The Press* "A new or extended art gallery?", 21 May 1973.

Outlines the proposal of B. [Brian] Muir to be presented that evening to the Christchurch City Council. Questions the need for only an extension or the building of a completely new gallery.

Report of Parks, Recreation and Cultural Committee to Christchurch City Council Meeting, 21 May 1973.

"Brief for possible extensions to the Robert McDougall Art Gallery, Christchurch", by B [Brian] Muir is presented to the Christchurch City Council.

Letter to The Chairman, Canterbury Branch of New Zealand Institute of Architects from the Town Clerk, W.R. Davies, 23 May 1973.
Asking Institute to contact him regarding setting up competition to design extensions to Robert McDougall Art Gallery.

Newspaper clipping from *Christchurch Star* "Can the gallery extensions be a work of art?", 26 May 1973.
Interview with Brian Muir over gallery extension proposal. John Oakley notes he would like to see a new gallery built on the town hall site as part of the "civic complex".

Letter to the Editor from *The Press*, 30 May 1973.
Letter from an anonymous trAvenueller, regarding art gallery.

Letter to Town Clerk Christchurch from D.E. Donnithorne, Canterbury Branch Chairman of the New Zealand Institute of Architects, 4 July 1973.
Notes the fees and regulations involved in an architectural competition.

[Robert McDougall Art Gallery Chairman's Report], 4 September 1973.
Submitted by the Assistant to the Director.
The Architectural Competition to be organised by the middle of 1974. A public appeal for funds to be coordinated with other local authorities in the area. A sub-committee set up to investigate improving the current entrance to the Robert McDougall Art Gallery.

Christchurch City Council Cultural Committee Report, 6 November 1973.
The "Print Room" of the Robert McDougall Art Gallery has been closed to serve as a storage area for part of the collection, and temporary storage and work space for temporary exhibitions. Assistant Director and Exhibitions Officer have moved from the upstairs office to the basement to alleviate space difficulties.

Newspaper clipping form *The Press* "A place for art", 22 November 1973.
Discusses the amount of civic building currently taking place in Christchurch and that Robert McDougall Art Gallery must wait its turn. Suggests that extensions to current gallery won't be sufficient and that a new gallery will be required.

"Extension to the McDougall Art Gallery, Christchurch" by R.M. Megget 1973.
Detailed design response to Brian Muir's brief of May 1973.

"Gallery Alterations or Extensions" [1973].
Three page document that accompanied drawings of proposals for alterations to the rear of the Robert McDougall Art Gallery by the City Architect.

1974

Robert McDougall Art Gallery Director's Report to Christchurch City Council Cultural Committee, 16 December 1974.
Review of the Gallery's present and future needs to inform new Councillors.

Newspaper clipping from *The Press* "Extensions to gallery urged", 17 December 1974.
Outlines Brian Muir's report to the Christchurch City Council regarding the need for extensions to house temporary exhibitions. Muir was authorised to discuss the requirements with the City Architect. A report was commissioned to look at the possibility of Government subsidies for extensions.

Folder: 1b **1975**

Minutes of Christchurch City Council Cultural Committee, 17 March 1975. Chairperson is Helen Garrett.

City Architect drawings of possible alterations to the rear of Robert McDougall Art Gallery were tabled at this meeting. Other alternatives suggested were to create a temporary exhibition building on the Rolleston House site or extending the current building to the south into the Botanic Gardens.

Undated one page report by Brian Muir detailing the benefits of both the proposed extension to the south and to the north.

Newspaper clipping from *Christchurch Star* "New gallery could display 'visiting' art", 19 March 1975.

Brian Muir agrees that a separate building on Rolleston Avenue to house touring exhibitions could be an alternative to extending the Robert McDougall Art Gallery.

Newspaper clipping from *Christchurch Star* "Share cost, urges Mayor", 11 April 1975. The Mayor H.G. Hay believes the Canterbury province as a whole should help fund any additions to the Robert McDougall Art Gallery.

Minutes of Christchurch City Council Cultural Committee, 26 May 1975. Chairperson is Helen Garrett.

Cr D.F. Caygill inquired whether reports into air conditioning/humidity control or plans showing possible extension south into the Botanic Gardens were available. Advised by Chairperson that they were not and were hoped to be ready for next meeting.

Minutes of Christchurch City Council Cultural Committee, 30 June 1975. Chairperson is Helen Garrett.

Preliminary drawing of two story extension of Robert McDougall Art Gallery south into Botanic Gardens tabled at this meeting. City Solicitor has investigated provisions of Christchurch City (Reserves) Empowering Act 1971 and notes no amendment to the act is necessary but that the plan be publicly notified.

Newspaper clipping from *Christchurch Star* "Extensions at gallery", 1 July 1975.

Tentative plans of a two-storey extension to the south of Robert McDougall Art Gallery (at a cost of \$350,000) have been drawn up to show the Christchurch City Council.

Newspaper clipping from *The Press* "More room for the art gallery", 2 July 1975.

Article debates the issues surrounding extending the Robert McDougall Art Gallery or building an entire new building in another location.

Newspaper clipping from *Christchurch Star* "Council group to study new McDougall extensions", 7 July 1975.

A 'steering committee' is to be formed to meet with interested parties and discuss the extensions.

Minutes of Parks and Recreation Committee, 8 July 1975. Chairperson is P.J.R. Skellerup.

Preliminary drawing of two story extension of Robert McDougall Art Gallery south into Botanic Gardens tabled at this meeting. Recommendation that Director of Reserves prepare a plan showing impact on Botanic Gardens for August meeting and that meeting of leading artists/architects etc is delayed.

Newspaper clipping from *Christchurch Star* "New art gallery 'out of the question' – councillor", 9 July 1975.

Proposal to extend Robert McDougall Art Gallery to the south was criticised at yesterday's Parks and Recreation Committee meeting.

Newspaper clipping from *Christchurch Star* "Art gallery extension plan criticised", 9 July 1975

Proposal to extend Robert McDougall Art Gallery to the south was criticised at yesterday's Parks and Recreation Committee meeting.

Newspaper clipping from *Christchurch Star* "We'll keep on trying", 9 July 1975.

Christchurch City Council Cultural Committee chairwoman Helen Garrett says if the current southern extension proposal for the Robert McDougall Art Gallery is opposed they will keep on trying.

Newspaper clipping from *The Press* "Extension into park opposed", 9 July 1975.
The Parks and Recreation Committee have opposed the extension of the Gallery south into the Botanic Gardens because of the loss of rare trees. The Committee recommended the extension be north ward or upward.

Minutes of Christchurch City Council Cultural Committee, 21 July 1975. Chairperson is Helen Garrett.
Recommendations from Parks and Recreation Committee July meeting noted.

Newspaper clipping from *Christchurch Star* "Gallery plans may yet be blocked", 10 September 1975.

The Parks and Recreation and Cultural Committees of the Christchurch City Council gave their approval to a proposal to extend the Robert McDougall Art Gallery north into the Botanic Gardens at a cost of \$500,000. However this has met with disapproval by members of the public and has opposition within Council.

Newspaper clipping from *Christchurch Star* "\$500,000 gallery extension favoured", 10 September 1975.

The Parks and Recreation and Cultural Committees of the Christchurch City Council gave their approval to a proposal to extend the Robert McDougall Art Gallery north into the Botanic Gardens at a cost of \$500,000. However this has met with disapproval by members of the public and has opposition within Council.

Newspaper clipping from *The Press* "McDougall Art Gallery plan given approval", 10 September 1974.

Outlines extension to the Gallery in more detail including diagrams showing the new extension plan to the north and the old extension plan toward the museum. A time frame of two years was discussed.

Newspaper clipping from *The Press* "Argument for gallery extension", 11 September 1975.
Article by Rodney Wilson arguing for a sensitive extension into the Botanic Gardens rather than a new Gallery.

Newspaper clipping from *The Press* "Gallery extension 'foolish'", 15 September 1975.
Mr M.L. Cadogan of the Canterbury branch of the Friends of the Earth opposes the Robert McDougall Art Gallery extension into the Botanic Gardens.

Minutes of combined Christchurch City Council Parks and Recreation and Cultural Committees, 15 September 1975
Proposed Robert McDougall Art Gallery extensions were discussed with the extension to the north favoured.

Newspaper clipping from *Christchurch Star* "Gallery work could start before library", 16 September 1975.
As the Robert McDougall Art Gallery extension will be less expensive than the proposed new library it may be built first. Both will be subject to a review of capital works by the Policy and Finance committee the following week.

Newspaper clipping from *Christchurch Star* "Art gallery extension approved", 16 September 1975.

Outlines opinions by individual councillors regarding the decision in favour of extending the Robert McDougall Art Gallery into the Botanic Gardens to the north.

Newspaper clipping from *The Press* "Council decides to use gardens for gallery", 16 September 1975.

Heated debate within Christchurch City Council meeting resulted in 13-7 vote in favour of Robert McDougall Art Gallery extension north into the Botanic Gardens. Christchurch Civic Trust deputy-chairman John Oakley believes a new art gallery should be built outside the Botanic Gardens.

Newspaper clipping from *Christchurch Star* "Art gallery plans not ignoring Reserves Act – Mayor", 17 September 1975.

The suggestion that Christchurch City Council has ignored the requirement to obtain ministerial consent to extend the Robert McDougall Art Gallery into the Botanic Gardens was denied by the Mayor, H. G. Hay. The Under-Secretary of Lands (Mr Barclay) outlines the Christchurch City Reserves Act of 1971.

Newspaper clipping from *Christchurch Star* "Argument over council's gallery plans", 18 September 1975.

The Under-Secretary of Lands (Mr Barclay) complained about lack of communication from the Christchurch City Council concerning the plan to extend the Robert McDougall Art Gallery into the Botanic Gardens.

Newspaper clipping from *The Press* "The case for an extended gallery", 22 September 1975. Article by Brian Muir outlining the benefits of an extension to the Gallery into the Botanic Gardens.

Report of the Christchurch City Council Parks and Recreation Committee, 7 October 1975. Letter from Dr. C.G. Riley opposing the Robert McDougall Art Gallery extension tabled. Letter from the Secretary, Canterbury Society of Arts proposing new Gallery in the city tabled.

Newspaper clipping from *The Press* "Gallery plan delayed", 3 November 1975.

Robert McDougall Art Gallery Director Brian Muir will travel to Australia to inspect recent extensions to the Art Gallery of New South Wales in Sydney which has also been extended into the city's Botanic Gardens. To report back to the Christchurch City Council in January 1976.

Newspaper clipping advertisement from *The Press*, 21 November 1975.

Public meeting in horticultural hall "To protect against extension of the McDougall Art Gallery, further into the botanic Gardens". Arranged by Canterbury Horticultural Society.

Newspaper clipping from *Christchurch Star* "Sabotage of art gallery charged", 21 November 1975

Canterbury Horticultural Society accused of sabotaging proposed extensions to Robert McDougall Art Gallery by holding a protest meeting.

Newspaper clipping from *Christchurch Star* "Gallery ban 'would delay us 20 years'", 25 November 1975.

Chairwoman of Council Christchurch City Council Cultural Committee (Helen Garrett) said that if the extension to the Robert McDougall Art Gallery does not go ahead it would be at least 20 years before Christchurch had 'improved gallery facilities'.

Newspaper clipping from *Christchurch Star* "Plea to have gallery plans dropped", 25 November 1975.

Resolution passed at Canterbury Horticultural Society public meeting was for the Council to find an alternative site for a new art gallery.

Newspaper clipping from *The Press* "Gallery extensions strongly opposed", 25 November 1975.

Outlining Canterbury Horticultural Society public meeting regarding Robert McDougall Art Gallery extensions. Six organisations addressed the 60 strong delegation. Other sites for an extension or new gallery were suggested.

Newspaper clipping from *Christchurch Star* "Library is first priority", 26 November 1975.

Christchurch Star believes Helen Garrett is trying to force through extensions to the Robert McDougall Art Gallery by insisting that the plans must go ahead. The new public library should be first priority.

Minutes from Christchurch City Council Parks and Recreation Committee, 2 December 1975. Deputy General Manager and City Engineer asked to report on feasibility of combining Robert McDougall Art Gallery with the new library. Letter from Secretary of the Canterbury Orchid, Begonia and Fern Society opposing Gallery extension into Botanic Gardens tabled.

Newspaper clipping from *The Press* "Joint art gallery, library?", 3 December 1975. Christchurch City Council engineer's department will investigate the feasibility of a combined new art gallery and library in the Oxford Terrace site after continued criticism of extending the Gallery into the Botanic Gardens.

Chairman's Report to Town Planning Committee, 4 December 1975. Letter from Secretary of the Canterbury Horticultural Society tabled. It details the resolution from a public meeting held on 24 November 1975 to abandon gallery extension into Botanic Gardens. List of organisations in support of the resolution are included.

Newspaper clipping from *Christchurch Star* "Library, gallery plans back in the melting pot", 5 December 1975. Christchurch City Council Engineer's Department will investigate the feasibility of a combined new art gallery and library in the Oxford Terrace site after continued criticism of extending the Gallery into the Botanic Gardens.

Newspaper clipping from *Christchurch Star* "Gallery move narrowly fails", 16 December 1975. The proposal by Cr J.F. Burn to amalgamate the library and art gallery was narrowly lost at a city council meeting. It was opposed by Christchurch City Council Cultural Committee chairwoman Helen Garrett.

1976

Brief for possible extensions to the Robert McDougall Art Gallery, Christchurch
Original typed copy by Brian Muir.

Robert McDougall Art Gallery Director's Report to the Christchurch City Council Cultural Committee, 26 January 1976.
Revised architectural brief for gallery extensions written by Brian Muir.

Newspaper clipping from *The Press* "Sketch plans of art gallery wing urged", 27 January 1976.
Christchurch City Council Cultural Committee members agreed that sketch plans of how Robert McDougall Art Gallery extension might look were needed. Gallery attendance figures noted.

Christchurch City Council Cultural Committee report signed by Chairperson Helen Garrett, 23 February 1976.
Councillor Sutherland tabled examples of building extensions where trees had been preserved.

Chairperson's Report from the Christchurch City Council Cultural Committee, 28 June 1976. Chairperson (Helen Garrett) will meet with Gavin Willis, President of the Canterbury Branch of the Institute of Architects regarding appointment of an architect for extensions to Robert McDougall Art Gallery.

Chairperson's Report from the Christchurch City Council Cultural Committee, 26 July 1976. Institute of Architects believe selecting an architect by invitation rather than holding a competition to be best. Prior to this ministerial approval for use of the gardens needs to be sought, and an Environmental Impact Report submitted.

Newspaper clipping from *The Press* "Report on gallery land use sought", 27 July 1976. Helen Garrett outlines process needed for extension of Robert McDougall Art Gallery to progress.

Newspaper clipping from the *Christchurch Star* "Gardens gallery plan 'right one'", 7 September 1976.

Helen Garrett reports on fact finding tour of Sydney art galleries.

Letter from V.S. Young (Minister of Lands) to J.H. Gray (General Manager and Town Clerk), 20 October 1976. Tabled at Christchurch City Council Cultural Committee meeting 29 October 1976.

Recommends that a clause be added to appropriate Act to allow Robert McDougall Art Gallery extension to proceed. Council must first advertise its plans to the general public and consider any objections. If there are any valid objections the Minister of Land's consent will not be given.

Newspaper clipping from the *Christchurch Star* "Procedure on art gallery extensions", 30 October 1976.

Christchurch City Council Cultural Committee told that Government approval for use of Botanic Gardens land must be obtained before architectural proposals can be sought. Consent would not be given if there were any valid objections from the public.

Letter from P.G. Scoular (Acting General Manger) to V.S. Young (Minister of Lands,) 16 November 1976.

Letting Minister know that the Christchurch City Council is proceeding as he requested.

Letter from E.J. Davies (Commissioner of Crown Lands, Department of Lands and Survey) to General Manager and Town Clerk, 13 December.

Encloses letter from Canterbury Orchid, Begonia and Fern Society (dated 19 November 1976) objecting to Gallery extension into Botanic Gardens.

Christchurch City Council memo from Deputy General Manager to Councillor Helen Garrett, 17 December 1976 with letter attached from J.M.K. Hill (for Commissioner for the Environment) to P.G. Scoular (General Manager), 2 December 1976.

Letter explains that the Commission needs an Environment Impact Assessment and encloses environmental reporting procedures.

1977

Christchurch City Council memo from Deputy General Manager and City Engineer to Secretary and Associate Town Clerk, 19 May 1977.

Outlines applications necessary to allow Robert McDougall Art Gallery extension into Botanic Gardens.

1978

Christchurch City Council Cultural Committee Report, 26 June 1978. Chairperson is Helen Garrett.

Helen Garrett proposes that a sub-committee of herself, Cr. Anderson and Cr. Blaxall be formed to prepare Environmental Impact Assessment.

Newspaper clipping from *The Press* "Site for the art gallery", 1 July 1978.

Suggests new site for new art gallery worth extra expense and time; possibly in Art Centre or old Rolleston House site.

Christchurch City Council memo from Secretary and Associate Town Clerk to Director Robert McDougall Art Gallery, 18 July 1978.

Outline suggestions discussed at June Christchurch City Council Cultural Committee meeting; that the municipal chambers be considered for conversion into an Art Gallery when council

offices move to Tuam Street and that the City Architect report on this; that the sub-committee conduct a comprehensive investigation into this and all other council owned sites. Suggests an Art Gallery Project Team be established with Director as convener and include representative from Town Planning and Parks and Recreation.

Christchurch City Council memo from Secretary and Associate Town Clerk to Director Parks and Recreation, 18 July 1978.
Asked to nominate person to serve on project team.

Christchurch City Council memo from Secretary and Associate Town Clerk to Deputy General Manager and City Engineer, 18 July 1978.
Asked to nominate person to serve on project team.

Letter from Robert McDougall Art Gallery Director T.L.R. Wilson [Rodney Wilson] to The Director, Albright-Knox Art Gallery, United States of America, 28 September 1978.
Asking for images and floor-plans of that gallery's location in a garden setting.

Letter from Robert McDougall Art Gallery Director T.L.R. Wilson [Rodney Wilson] to The Director, Louisiana Museum, Denmark, 28 September 1978.
Asking for images and floor-plans of that museum's location in a garden setting.

Letter from Hans Erik Wallin, Director of Louisiana Museum of Modern Art, Denmark to Rodney Wilson, 11 October 1978.
Encloses two books with images and floor-plans of current building and extensions that they are planning.

Newspaper clipping from *Christchurch Star* "\$2000 report on art gallery", 28 November 1978. Mr Robin Wade (British Museum designer) has been asked to report on future developments of Robert McDougall Art Gallery at a cost of \$2000. Storage conditions at Gallery criticised by Helen Garrett and Christchurch City Council Cultural Committee have approved conversion of basement into more storage as soon as possible.

Adoption of clause from Christchurch City Council Cultural Committee Report, 27 November 1978. Chairperson was Helen Garrett.
Proposal that Robert McDougall Art Gallery be linked with the Canterbury Museum outlined and agreed to be explored further.

**Folder: 1c
1979**

Letter from Rodney Wilson (Director, Robert McDougall Art Gallery) to Robin Wade, 29 January 1979.
Confirmation of Robin Wade's trip to Christchurch in March to report on the Gallery with a preparatory brief included as background information.

Newspaper clipping from the *Christchurch Star* "Survey shows city lags in cultural outlay", 30 January 1979.

Robert McDougall Art Gallery Director Rodney Wilson tells the Christchurch City Council Cultural Committee that the Gallery will remain underdeveloped if more funds are not received and that the Gallery receives substantially less money than other New Zealand galleries.

"Increase in staff for art gallery", 30 January 1979.

The Robert McDougall Art Gallery is looking to fill four new positions approved to by the Christchurch City Council Cultural Committee.

Letter from Ken Gorbey, Director, Waikato Art Museum [undated but relates to other documents of 7 March 1979].

Application regarding remitting of Robin Wade's fees [incomplete].

Letter from Ken Gorbey (Director, Waikato Art Museum) to Rodney Wilson (Director, Robert McDougall Art Gallery), 7 March 1979.

Relates to letter from the Reserve Bank regarding the remitting of Robin Wade's fees.

Christchurch City Council memo from Secretary and Associate Town Clerk to The Mayor and Christchurch City Council Cultural Committee Members, 9 March 1979.

Informing members of an informal meeting to take place with Robin Wade, Art Gallery Consultant on 21 March 1979 4-7pm.

Newspaper clipping from *The Press* "Art gallery-museum link proposed", 16 March 1979.

Rodney Wilson (Director of Robert McDougall Art Gallery) has designed a connecting corridor between the Robert McDougall Art Gallery and the Canterbury Museum. J.C. Wilson (Director of the Canterbury Museum) told the Museum Trust Board that the design will have to be investigated in depth due to financial constraints.

Letter and plan from D.E. [Don] Donnithorne, Architect to The Director, Robert McDougall Art Gallery, 22 March 1979.

Enclosed is a detailed architectural drawing of his extension plans for the Gallery, along with typed information. After the meeting with Robin Wade he decided not to put his proposal forward.

Christchurch City Council memo from Deputy General Manager and City Engineer to Director, Art Gallery, 2 April 1979.

Information on the Gallery and the Civic Chambers (Manchester Street) requested by Rodney Wilson on behalf of Robin Wade.

Annotated draft of Robin Wade's report on the Robert McDougall Art Gallery, 17 April 1979.

Report by Robin Wade of Robin Wade Design Associates, London "A preliminary report on the present and future gallery needs of the visual arts in Christchurch, New Zealand (with particular reference to the Robert McDougall Art Gallery)" 17 April 1979.

Investigation into various inner city sites for a new gallery as well as looking at an extension of the existing gallery. Wade believes the Civic Chambers on Manchester Street should be seriously considered and would not recommend an extension of the Robert McDougall Art Gallery.

Letter from Ken Gorbey (Director, Waikato Art Museum) to Rodney Wilson (Director, Robert McDougall Art Gallery) 17 April 1979.

Asking for brief report on Robin Wade's visit to provide to Queen Elizabeth II Arts Council who paid for his airfares.

Christchurch City Council memo from J.H. Gray (General Manager and Town Clerk) to Deputy General Manager and City Engineer, Deputy General Manager and City Treasurer, General Manager, M.E.D, Director, Art Gallery, 23 April 1979.

Preliminary report from Robin Wade attached for perusal before meeting the following Thursday. Asks Management Executive and Director of the Gallery asked to report on Wade's findings relating to Gallery moving into Municipal Chambers/Civic Theatre.

Christchurch City Council memo from Management Executive to Christchurch City Council Cultural Committee, 27 April 1979.

Outlines advantages/disadvantages of using the Municipal Chambers/Civic Theatre for the art gallery. Recommendation that the Christchurch City Council hire Robin Wade to complete a detailed report on this option.

Christchurch City Council memo from General Manager and Town Clerk to Management Executive and Director, Art Gallery, 30 April 1979.

Includes a valuer's report from 12 December 1978 on the Municipal Chambers/Civic Theatre.

Letter from Rodney Wilson (Director, Robert McDougall Art Gallery) to Ken Gorbey (Director, Waikato Art Museum), 30 April 1979.

Report on Robin Wade's visit to Christchurch and his recommendation that the gallery should investigate moving to the Municipal Chambers/Civic Theatre building.

Newspaper clipping from *The Press* "New art gallery mooted", 1 May 1979.
Outlines proposal to move Gallery into Municipal Chambers/Civic Theatre.

Newspaper clipping from *The Press* "Gallery estimates up 59.5%?", 1 May 1979.
Christchurch City Council Cultural Committee recommended spending \$145,000 extra on the Gallery this year; mainly as a result of extra staff.

Letter in *The Press* from R.R. Laidlaw, 5 May 1979.
Supporting move of Gallery into the central city.

Christchurch City Council memo from City Architect to Secretary and Associate Town Clerk for Christchurch City Council Cultural Committee, 14 May 1979
Costs for link between museum and art gallery investigated.

Letter from J.H. Gray (General Manager and Town Clerk, Christchurch City Council) to Robin Wade (Robin Wade Design Associates), 22 May 1979.
Informing Wade that the Christchurch City Council decided at their meeting on 21 May 1979 not to proceed with a feasibility study into using the Municipal Chambers as an Art Gallery.

Christchurch City Council Cultural Committee report signed by Chairperson Helen Garrett, 28 May 1979.
Proposed link between the museum and art gallery to be investigated on Gallery Director's return from overseas.

Christchurch City Council memo from Secretary and Associate Town Clerk to Director, Robert McDougall Art Gallery, 29 May 1979.
Proposed link between the museum and art gallery to be investigated on Gallery Director's return from overseas.

Letter from Olivia Spencer Bower to the Town Clerk, 27 June 1979.
Asking for information regarding the possibility of using the old Council Chambers as an art gallery.

Letter from D.E. [Don] Donnithorne, Architect to the Town Clerk, 2 July 1979.
Recommends that the Christchurch City Council invite Robin Wade "to prepare preliminary sketch plans for the conversion of the old Council Chambers and Civic Theatre into an Art Gallery."

Newspaper clipping from *The Press* "Art gallery study may yet be made", 31 July 1979.
The council rejected the idea of using the Municipal Chambers for the art gallery when a private buyer for the building appeared. As that sale had not gone ahead the Christchurch City Council Cultural Committee recommend the feasibility study go ahead.

Newspaper clipping from *Christchurch Star* "Gallery plans urged again", 21 August 1979.
Council last night decided against commissioning a study from Robin Wade on converting the Municipal Chambers into an art gallery. Councillor Helen Garrett expresses her disappointment.

Christchurch City Council memo from Director, Robert McDougall Art Gallery to Cr Skellerup, Cr Garrett, Mayor, General Manager and Town Clerk, 3 October 1979.
Outlines a proposal to amalgamate the Robert McDougall Art Gallery and Canterbury Museum [not attached].

Christchurch City Council Cultural Committee Report, 29 October, 1979.
Proposed link between the Canterbury Museum and the Robert McDougall Art Gallery.

Christchurch City Council memo from city Architect to Director, Robert McDougall Art Gallery [Handwritten photocopy, undated].

Discusses possibilities for a museum/art gallery wheelchair accessible link.

Newspaper clipping from *The Press* "Study trips for staff?", 30 October 1979.

Rodney Wilson suggests a three month study trip for Council staff after three years at the Council.

"Museum, gallery to have closer ties?", 30 October 1979.

Rodney Wilson suggests to the Christchurch City Council Cultural Committee that money would be saved if these two institutions worked more closely.

"Gallery 'myth exploded'", 30 October 1979

Rodney Wilson says that huge attendances at the Gallery 'explode myth' that the Gallery is in a bad site.

Summaries over the decade

Summary of Resolutions relating to the extension of the Robert McDougall Art Gallery, dating from 1972 – 1976

Includes handwritten annotations and extensive appendix.

Gallery Extension Contest 1973 – 1975.

Handwritten photocopied notes detailing history of contest.

Box 2
1980 – 1985

Folder: 2a
1980

Letter from John Wilson (Director, Canterbury Museum) to Secretary and Associate Town Clerk (Christchurch City Council), 25 January 1980.
Formally accepting invitation to work more closely with the Robert McDougall Art Gallery.

Chairman's Supplementary Report to Christchurch City Council Cultural Committee, 28 January 1980. Chairperson was Helen Garrett.
Presents the letter from John Wilson (Director, Canterbury Museum) accepting invitation to work more closely with the Robert McDougall Art Gallery.

Letter from Rodney Wilson (Director, Robert McDougall Art Gallery) to Alex Bowman, 21 March 1980.
Thanking him for his recent visit and comments on "underground gallery possibilities".

Newspaper clipping from *The Press* "McDougall gallery 'under-developed'", 29 April 1980.
Rodney Wilson expresses concerns that Gallery has been under-maintained and under-developed for last 50 years at Christchurch City Council Cultural Committee meeting.

Newspaper clipping from *Christchurch Star* "'Imaginative' suggestion for gallery", 25 November 1980.
Helen Garrett told Christchurch City Council Cultural Committee Rodney Wilson's idea of extending the gallery underground.

1981

Letter from John Coley (Director, Robert McDougall Art Gallery) to John Wilson (Director, Canterbury Museum), 3 March 1981.
Asking for opportunity to present idea of covered walkway between the two institutions to the Museum Board.

Christchurch City Council memo from City Architect to Director, Robert McDougall Art Gallery, 2 June 1981.
Investigation and prices of achieving wheel chair access between the art gallery and museum.

Letter from John Coley (Director, Robert McDougall Art Gallery) to John Wilson (Director, Canterbury Museum), 28 August 1981.
Cover letter accompanying City Architect's report on Art Gallery and Museum link. Expresses some concerns about security and staffing difficulties should a link be realised.

Christchurch City Council memo from W.R. Davies (Secretary) to Management Executive, 30 September 1981.
Notes the Christchurch City Council Cultural Committee's resolution to invite the Management Executive to consider new sites for an art gallery as a jubilee project for the 50th anniversary of the Robert McDougall Art Gallery in 1982.

"Christchurch City Council Planning Priorities 1982: Art Gallery Department" [1981].
Outlines the problems with the Robert McDougall Art Gallery.

1982

"New Premises for Waikato Art Museum: Progress to Date", March 1982.
History of the creation of the new Waikato Art Museum written by Ken Gorbey, Director Waikato Art Museum.

Newspaper clipping from *The Press* "Plea for new gallery launched", 16 June 1982.
At the Robert McDougall Art Gallery's jubilee celebrations John Coley proposes using the Youth Hostel on the corner of Rolleston Avenue and Worcester Street as an 'adjunct gallery'.

Newspaper clipping from *The Press* "New art gallery proposal", 18 June 1982.
Robert McDougall Art Gallery Director John Coley puts the case for a new gallery.

Fiftieth jubilee speech "A People's Art Gallery: The Robert McDougall Art Gallery the past and future fifty years" by John Coley, June 1982.
A detailed report by John Coley on the future he sees for the Gallery.

Christchurch City Council memo from J.H. Gray (General Manager and Town Clerk) to Art Gallery Director, 22 July 1982.
Asking the Director to brief the Mayor on their prior discussion regarding the First Church of Christ, Scientist.

Newspaper clipping [source unknown] "Need for extra art gallery outlined", August 1982.
John Coley suggests using the Youth Hostel on the corner of Rolleston Avenue and Worcester Street as an 'adjunct gallery'.

Directors Report to Christchurch City Council Cultural Committee, June 1982.
Robert McDougall Art Gallery report for June; notated acquisitions policy attached; John Coley's address on 50th anniversary of opening of gallery.

"Lighting in the Robert McDougall Art Gallery" by Conservator Lynndsay Knowles [undated, but probably late 1982].
Brief explanation on Gallery lighting aimed at visitors to the gallery. Photocopied article by Garry Thomson from *The Museum Environment* attached.

Letter from Graham Robinson (Robinson and Palmer Real Estate Ltd) to Robert McDougall Art Gallery, 26 November 1982.
Legal description for First Church of Christ Scientist.

Map from Graham Robinson (Robinson and Palmer Real Estate Ltd) to Sir Hamish Hay detailing location of Canterbury Society of Arts Gallery and First Church of Christ.

Certificate of title for the First Church of Christ Scientist. With handwritten notes by Graham Robinson (Robinson and Palmer Real Estate Ltd) describing the building to Sir Hamish Hay.

Letter from John Coley (Director, Robert McDougall Art Gallery) to Graham Robinson (Robinson and Palmer Real Estate Ltd), 6 December 1982.
Thanking him for showing him around the First Church of Christ Scientist and attaching a copy of his report to the Mayor as to why the premises would not be suitable as a new art gallery.

Christchurch City Council memo from Deputy General Manager (Works) to Director, Robert McDougall Art Gallery, 13 December 1982.
Details the Council's town planning requirements into turning Rolleston House into an art gallery. Currently zoned residential.

Folder: 2b
1984

Newspaper clipping from *The Press* "Keeping art and architecture", 15 May 1984.
Outlines the Ministry of Works building (Government Departmental Building) on Cathedral Square and the possibility of it being converted into a new art gallery.

Letter from Ken Gorbey (Museum Consultant) to John Coley (Director, Robert McDougall Art Gallery), 15 May 1984.

Details staff and space requirements for a new art gallery.

Letter from John Coley (Director, Robert McDougall Art Gallery) to Ken Gorbey (Museum Consultant), 18 May 1984.

Thanking Ken Gorbey for his advice and advising him of recent idea of installing new gallery in the Ministry of Works building.

Letter from Ken Gorbey (Museum Consultant) to John Coley (Director, Robert McDougall Art Gallery), 4 June 1984.

Clarifying his role as independent museum consultant.

Christchurch City Council memo from City Planner to Director of Housing and Property, 13 June 1984.

In response to memo of 5 June 1984, suggestions for Ministry of Works, Cathedral Square put forward include a youth centre; car park; crèche; information centre.

Christchurch City Council memo from Alistair Graham, Community Adviser to Director of Housing and Property, 13 June 1984.

Suggestions for Ministry of Works, Cathedral Square are to house voluntary social service organisations and advice groups.

Christchurch City Council memo from Chief City Health Inspector to Director of Housing and Property, 15 June 1984.

This department does not have any use for the Ministry of Works, Cathedral Square.

Christchurch City Council memo from Director of Parks and Recreation to Director of Housing and Property, 15 June 1984.

No major suggestions for use of Ministry of Works Building, Cathedral Square, other than conversion to an art gallery and ancillary uses.

Suggestions for Ministry of Works Building, Worcester Street/Cathedral Square, 15 June 1984.

List of typed suggestions.

Christchurch City Council memo from Art Gallery Director to Mr W. Morgan, Property Director, 19 June 1984.

Town Planning and Art Gallery Departments are considering feasibility of Ministry of Works building being converted into an Art Gallery.

Newspaper clipping from *The Christian Science Monitor* "Modernism reigns at New York's MOMA", 23-29 June 1984.

Details of the finished expansion project of Museum of Modern Art, New York. Clipping given to John Coley from Laurie McCallum (Town Planner).

Christchurch City Council memo from W. Morgan (Director of Housing and Property) to G. Fenton (City Architect), J. Coley (Art Gallery Director), L. McCallum (Town Planner), A. Graham (Community Adviser), V. Sykes (Deputy City Treasurer), 27 June 1984.

Advising project team of meeting to decide use for Ministry of Works Building, Cathedral Square.

"Ministry of Works Building: Cathedral Square", June 1984.

Report by W. Morgan (Director of Housing and Property) into future use of this building.

Newspaper clipping from *The Christian Science Monitor* "Museo del Prado – A Threatened Treasure", 21-27 July 1984.

Outlines the building problems faced by the Museo del Prado in Madrid, Spain. Clipping given to John Coley from Laurie McCallum (Town Planner).

Letter from W. Morgan (Director of Housing and Property) to City Architect, Art Gallery Director, Town Planner, Community Adviser, Deputy City Treasurer, 23 July 1984. Asking for comments on report on Ministry of Works building.

Christchurch City Council memo from Director of Housing and Property to City Architect, Art Gallery Director, Town Planner, Community Adviser, Deputy City Treasurer, 2 August 1984. Management Executive has decided not to proceed with purchase of Ministry of Works building.

Christchurch City Council memo from City Planner to Art Gallery Director, 8 August 1984. Discusses an attached report by Laurie McCallum [not attached] in favour of the Malings/Midland Club site for the new art gallery.

Christchurch City Council memo from Art Gallery Director to Management Executive; J.H. Gray (General Manager and Town Clerk), F.M. Sowden (Deputy General Manager and City Treasurer), H Surtees (Deputy General Manager (Works)), K McNeil (Associate Town Clerk), C Laurie (General Manager, M.E.D.), 29 August 1984. Recommends investigating Malings site for a possible new art gallery.

Siting of a Future City Art Gallery [Two versions] [1984].
Brief history to date of search for a new art gallery site.

Tourism and Christchurch: Report four: Christchurch City Council's Involvement with Tourism by the Town Planning Division, 1984.

Report on the Siting of a new Art Gallery – Directors comments [undated, probably 1984]. Details about why a new gallery is needed and requirements for it.

1985

Letter from John Coley to Gordon Bradley (Employment Promotion Division, Christchurch City Council), 20 February 1985. Asking for an extension of P.E.P. workers to help in excavation of basement, work has been held up due to cement workers strike.

A Future Art Gallery [front page only], 18 March 1985.

A Future Art Gallery, 18 March 1985.
Report into reasons for a new art gallery.

Christchurch City Council memo from Deputy General Manager (Works) to General Manager and Town Clerk, 26 March 1985. Disappointed A Future Art Gallery report withdrawn from Cultural and Public Relations Committee. Asks that Committee consider the introduction to the report only.

Christchurch City Council memo from Deputy General Manager (Works) to City Engineer, City Architect, City Planner, Director of Parks and Recreation, Assistant Town Planner, Director of Robert McDougall Art Gallery, Town Hall Manager, 27 March 1985. Regarding advertisement in newspapers asking for submission of ideas into redevelopment of Victoria Square.

Letter from Carol Quirk (New Zealand Historic Places Trust) to The Director (Robert McDougall Art Gallery) 29 April 1985. Notes classification of the Robert McDougall Art Gallery.

Christchurch City Council memo from City Engineer to Art Gallery Director, 1 May 1985. Regarding security system to be installed in the North Basement Extensions.

Newspaper clipping from *The Press* "Council postpones art gallery decision", 28 May 1985.

Christchurch City Council Cultural Committee have postponed decision on whether to build a new gallery for two years.

Letter from J.H. Gray (General Manager and Town Clerk) to The Secretary, Access Subcommittee (Disabled Persons' Assembly (New Zealand) Inc.), 6 June 1985.
Reply to letter regarding provision of wheel chair access for art gallery.

Christchurch City Council memo from Deputy General Manager (works) to Christchurch City Council Heads of Departments, 18 June 1985.
Request that any architectural and engineering projects in budget for 1985/86 be itemised to City Architect or City Engineer.

Letter from City Engineer to Manager (Jackson Sheet Metals Ltd) 15 August 1985.
Practical completion certificate for storage racks at the art gallery.

Christchurch City Council memo from Deputy General Manager and City Treasurer to Christchurch City Council Heads of Departments, 19 August 1985.
Asking for statistical information relating to attendance numbers.

Letter from John Coley to H.D. Macken (New Zealand Lottery Board), 23 October 1985.
Thanking him for grant of \$8,800 toward storage and lighting in art gallery with necessary forms attached.

Christchurch City Council memo from City Architect to Art Gallery Director, 6 November 1985.
Responding to John Coley's memo of 1 November, 1985 to Departmental and Divisional Heads regarding suitability of the corner Rolleston Avenue/Worcester Street as site for future art gallery.

Christchurch City Council memo from Acting City Planner to Director Art Gallery, 6 November 1986.
Responding to John Coley's memo of 1 November, 1985 to Departmental and Divisional Heads regarding suitability of the corner Rolleston Avenue/Worcester Street as site for future art gallery. With summary of City Planning report 217 attached.

Christchurch City Council memo from Director of Housing and Property to Art Gallery Director, 7 November 1985.
Responding to John Coley's memo of 1 November 1985 to Departmental and Divisional Heads regarding suitability of the corner Rolleston Avenue/Worcester Street as site for future art gallery.

Christchurch City Council memo Superintendent, Car Parking Division to Art Gallery Director, 7 November 1985.
Responding to John Coley's memo of 1 November, 1985 to Departmental and Divisional Heads regarding suitability of the corner Rolleston Avenue/Worcester Street as site for future art gallery.

Christchurch City Council memo from Deputy General Manager (Works) to Director, Robert McDougall Art Gallery, 11 November 1985.
Responding to John Coley's memo of 1 November, 1985 to Departmental and Divisional Heads regarding suitability of the corner Rolleston Avenue/Worcester Street as site for future art gallery. Asking for a detailed report into the suitability of the corner Rolleston Avenue/Worcester Street as site for future art gallery.

Letter from City Engineer (Christchurch City Council) to The Manager (Jackson Sheet Metals Ltd), 11 November 1985.
Thanking them for work on storage racks at the Robert McDougall Art Gallery.

Letter from J.H. Gray (General Manager and Town Clerk) to The Secretary, General Purposes Distribution Committee (New Zealand Lottery Board), 19 November 1985.
Thanking him for grant of \$8,800 toward storage and lighting in art gallery.

Letter from City Architect (Christchurch City Council) to The Manager (Laser Construction Ltd), 16 December 1985.
Confirming quote of \$13,700 for Robert McDougall Art Gallery entry ramp.

Letter from City Architect (Christchurch City Council) to The Manager (Laser Construction Ltd), 20 December 1985.
Noting work order number.

Specification: Entry Ramp at McDougall Art Gallery [undated].
Details of ramp.

Report 217 on Robert McDougall Art Gallery by Christchurch City Council City Planning Division [1985] [first three pages missing].

Rolleston Avenuenue site for Future Art Gallery Report by John Coley [probably 1985].
Outlines advantages/disadvantages of site.

Box: 3
1986-1989

Folder: 3a
1986

Letter from City Engineer to the Manager (Armitage Williams Construction); N.F. Adcock; W.J. Reynolds, 7 February 1986.

Asking for quotation to fill holes in Robert McDougall Art Gallery basement.

Report on Robert McDougall Art Gallery Air Conditioning by City Works and Planning Department, August 1986.

Includes short and long term recommendations.

Christchurch City Council memo from Management Executive to Christchurch City Council Heads of Departments, 15 October 1986.

Asking for briefing papers on significant issues be prepared for incoming Councillors.

1987

memo from John Burn to John Coley 19 June 1987.

Commenting on success of Musée d'Orsay in Paris and wondering if Christchurch could do something similar with the Ministry of Works building.

Article from *The Architecture Review* "Tate and Clore", June 1987.

Outlining the Clore extension to the Tate Gallery, London.

Christchurch City Council memo from M.J. Stockwell (Design Engineer) to Art Gallery Director, 6 August 1987.

Regarding upgrading of art gallery air conditioning system to be implemented.

Christchurch City Council memo from Deputy General Manager (Works) to Director of Housing and Property, 21 October 1987.

Regarding future land purchase for an art gallery/car park.

Christchurch City Council memo from H.E. Surtees (Deputy General Manager (Works)) to The Mayor; Councillors A.G. James and J.F. Burn, 22 October 1987.

Regarding Peter Beaven's plans for turning the Ministry of Works building into a new art gallery.

Newspaper clipping from *The Press* "Gallery site hunt on", 28 October 1987.

Senior council staff looking for a site for a new art gallery.

Letter to the Editor in *The Press* from Peter Beaven and Jocelyn Allison, 30 October 1987.

Suggesting Ministry of Works building as new art gallery site.

Letter to the Editor in *The Press* from Iris Donovan, 5 November 1987.

Supporting idea of Government Building (Ministry of Works building) as new art gallery site.

Letter to the Editor in *The Press* from W.A. Sutton, 7 November 1987.

Expressing concerns that the idea of Ministry of Works building as new art gallery site might be restrictive.

Christchurch City Council memo from Director of Housing and Property to Art Gallery Director, Car Park Superintendent, City Planner, City Architect, Traffic Engineer, Associate Town Clerk, 19 November 1987.

Report on future art gallery being submitted to Management Executive attached.

Brief Specification of work to be done to create a new city gallery in the old Government Building (Ministry of Works building)[Ministry of Works building] by Peter Beaven, 1 December 1987.

Proposal for the Robert McDougall Art Gallery to assume management of the Arts Centre Gallery [1987].
Proposal to alleviate space problem at gallery by creating another gallery in the Arts Centre.

1988

Letter from D.W. Rowland (Government Property Services Ltd) to W.V. Morgan (General Manager and Town Clerk), 18 January 1988.
Explaining that their company owns the Ministry of Works building in Cathedral Square and that the Ministry of Works are long term tenants.

Christchurch City Council memo from Deputy General Manager (Works) to Art Gallery Director, Director of Housing and Property, City Architect, City Planner, 3 February 1988.
Regarding a conversation with Sir Miles Warren about the siting of an art gallery at 15, 17, 21 Worcester Street.

Christchurch City Council memo from City Planner to Deputy General Manager (Works), Art Gallery Director, City Architect, Director of Housing and Property, 5 February 1988.
Advising that 15, 17, 21 are listing in City Plan for historic value.

Christchurch City Council memo from City Architect to Deputy General Manager (Works), 11 February 1988.
Report on the conversion of the Ministry of Works building into the new art gallery.

Christchurch City Council memo from Deputy General Manager (Works) to Art Gallery Director, Director of Housing and Property, City Architect, City Planner, 24 February 1988.
Encloses recent letters/Memos regarding the future art gallery sites of the Ministry of Works building and Horticultural Hall and the purchase of land owned by Christ's College.

Christchurch City Council memo from City Architect to Deputy General Manager (Works), 2 March 1988.
Report on the conversion of the Ministry of Works building into the new art gallery.

Christchurch City Council memo from Deputy General Manager (Works) to Art Gallery Director, Director of Housing and Property, City Architect, City Planner, 4 March 1988.
Confirms that Peter Beaven's proposal will not be pursued and that a feasibility study should be carried on Rolleston Avenuenue site by the City Architect.

Letter from G.J.C. Clark (Friends of the Robert McDougall Art Gallery Inc.) to John Coley, 9 March 1988. Confirming his agreement to participate in Forum – Where, when, why and how.

Press release from Ian R.J. Miles (President of The Friends of the Robert McDougall Art Gallery Inc.), 15 March 1988.
Outcome of public forum is that Christchurch needs new civic art gallery.

Christchurch City Council memo from John Coley (Art Gallery Director) to Deputy General Manager (Works), City Architect, Director of Property Division, Staff Architect – Tony Thorpe, City Planner, Superintendent Parking Division, 18 March 1988.
Reports that at public forum held by Friends of the Robert McDougall Art Gallery it was suggested that the Rolleston Avenue site be pursued for a new art gallery.

Christchurch City Council memo from Deputy General Manager (Works) to Director Robert McDougall Art Gallery, 21 March 1988.
Asking the Director to coordinate the cultural community to establish a detailed written brief for a new art gallery.

Christchurch City Council memo from Art Gallery Director to Deputy General Manager Works – Mr H. Surtees, 31 March 1988.

Expresses opinion that there is enough information gathered already to sustain the idea of an evaluation of the Rolleston Avenue site and purchase the neighbouring property currently for sale.

Newspaper obituary for Miss Monica Richards, 7 April 1988.

Christchurch City Council memo from Art Gallery Director to City Architect (Albert Louman) and Staff Architect (Tony Thorpe), 28 April 1988.

Asking for working drawings/seeking of tenders etc to convert Arts Centre gallery into the McDougall Art Annex.

Christchurch City Council memo from Deputy General Manager (Works) to Director, Robert McDougall Art Gallery, Director of Housing and Property, City Planner, City Architect, Car Parking Superintendent, Tony Thorpe, 12 July 1988.

Advising of meeting on 5 August to look at City Architect report on Rolleston Avenue site for new art gallery.

Christchurch City Council memo from Art Gallery Director to Deputy General Manager (Works), 13 July 1988.

Regarding an earlier memo from Deputy General Manager (Works) noting concern at premature announcement of architectural competition for new art gallery.

Christchurch City Council memo from Art Gallery Director to City Architect, 11 August 1988. Provides text on history of quest for a new art gallery for inclusion in City Architect's report.

Feasibility Study for New Art Gallery Site – at the corner of Worcester Street and Rolleston Avenuenue, 1 August 1988. Prepared by Christchurch City Council Architect's Division.

Christchurch City Council Document Transfer form, 25 August 1988. Concerning Future Art Gallery Report.

Future Art Gallery Report, August 1988. Prepared by Christchurch City Council Architect's Division.

Newspaper clipping from *The Press* "Gallery site suggested", August 1988.

Friends of the Robert McDougall Art Gallery want the Rolleston Avenuenue site be designated for a new art gallery.

Christchurch City Council memo from Albert Louman (City Architect) to Management Executive through Deputy General Manager (Works), 6 September 1988. Encloses Future Art Gallery Report.

Christchurch City Council memo from Art Gallery Director to City Architect, 6 September 1988.

Encloses copies of reports of planning of Australian National Gallery.

Letter from Muriel A. Bradshaw to Gallery Reception, Robert McDougall Art Gallery, 20 September 1988.

Positive about Rolleston Avenue site for new art gallery.

Newspaper clipping from *The Press* "Youth hostel site favoured for gallery" 21 September 1988.

Christchurch City Council officers favour the Rolleston Avenuenue site for a new civic art gallery.

Newspaper clipping from the *Christchurch Star* "Council to seek views on art gallery", "Car-park site best, except...", 28 September 1988.

Cultural and Community Services Committee endorse Rolleston Avenue site for new art gallery and ask for proposal to be publicly notified.

Newspaper clipping from *The Press* "Rolleston Avenue site preferred for gallery", 28 September 1988.

Christchurch City councillors endorse Rolleston Avenue site for new art gallery.

Letters to the Editor regarding a new art gallery from Mike Jaspers, D.J. Round, N.R. Jones, P.D. Dunbar, 28-29 September 1988.

Christchurch City Council memo from Art Gallery Director to Committee Clerk, 29 September 1988.

Public notice information asking for public views on Rolleston Avenue site for future art gallery. To be publicised in *The Christchurch Star* and *The Press*.

Newspaper clipping from *The Press* "Art Gallery plan revisited", 29 September 1988. Provides background on the Rolleston Avenue site.

Newspaper clipping from *The Press* "Art gallery site for less", 29 September 1988. Bruce O'Malley, owner of the Horticultural Hall on Gloucester Street, offers this site for a new art gallery at a reduced price.

Letter from David Round to Future Art Gallery Committee, 1 October 1988. Submission on future art gallery.

Letter from John Coley to Cecile Killner, Arts Centre Trust, 3 October 1988. Asking for Arts Centre Board view on suitability of Rolleston Avenue site for art gallery and car park.

Letter from John Coley to Professor H.J. [John] Simpson, Canterbury University School of Art, 3 October 1988. Asking for School of Fine Arts view on suitability of Rolleston Avenue site for art gallery and car park.

Letter from John Coley to Michael Trotter, Director of the Canterbury Museum, 3 October 1988. Asking for Museum Board view on suitability of Rolleston Avenue site for art gallery and car park.

Letters to the Editor in *The Press* from E. Fay Halliday, Valerie Heinz, Nancy Clegg, G.T. [Trevor] Moffitt, Peter J. Low, reply from Peter Beaven and Jocelyn Allison, 11 October 1988. Regarding new art gallery.

Letters to the Editor in *The Press* from P. Beaven, Jocelyn Allison, R.W.J. McLean, 14 October 1988. Regarding new art gallery.

Letter from John Huggins to City Solutions, 18 October 1988. Submission on future art gallery. Against the Rolleston Avenue site for a new art gallery.

Note from City Treasury to John Coley, 20 October 1988. Recommendation of Sub-Committee that additional land next to Rolleston Avenue site be purchased as it comes available.

Christchurch City Council memo from Deputy General Manager and City Treasurer to Policy and Finance Committee, 20 October 1988. Recommendation that additional land next to Rolleston Avenue site be purchased as it comes available.

Letter from John Simpson, Head of Fine Arts, University of Canterbury to J.H. Gray, General Manager and Town Clerk, 20 October 1988.

Supporting Rolleston Avenue site for new art gallery and that adjacent property is purchased as it becomes available.

Letter from Ann Lewis to J. Gray, General Manager and Town Clerk, 21 October 1988.
Submission on future art gallery. Against the Rolleston Avenue site for a new art gallery.

Letter from John Simpson (Head of Fine Arts, University of Canterbury) to John Coley, 21 October 1988.

Informing him of a letter he wrote to the General Manager and Town Clerk

Newspaper clipping from *The Press* "Museum eyes gallery space", 21 October 1988.
Michael Trotter (Museum Director) tells Museum Trust Board the museum could use Robert McDougall Art Gallery.

Newspaper clipping from *Christchurch Star* "Storm brewing over art gallery site", 22 October 1988.

Details initial debate over Robert McDougall Art Gallery site in the gardens.

Letter from Alun Wilkie (Chairman of Canterbury Branch New Zealand Institute of Architects) to The General Manager, 26 October 1988.

Disagrees with Rolleston Avenue site for future art gallery.

Letter from John Coley to John Simpson (Head of Fine Arts, University of Canterbury), 27 October 1988.

Letting him know the letter will go to the Community Services Committee November meeting and then onto Council in December.

Christchurch City Council memo from City Planner to Director Art Gallery, 31 October 1988.
Regarding purchase of adjoining land next to Rolleston Avenue site.

Submission on future art gallery site from Valerie Heinz on behalf of the Civic Trust [undated].
Objection to siting of new gallery on Rolleston Avenue.

Submission from Ian Miles, Friends of the Robert McDougall Art Gallery, "A new Metropolitan Art Museum for Christchurch, 4 November 1988.

In support of Rolleston Avenue site for new art gallery.

Letter from Roger Warr to General Manager and Town Clerk, 23 November 1988.
Submission on future art gallery.

memo from John F. Burn to John Coley, 29 November 1988.

Enclosing prints of Musée d'Orsay and Louvre in regard to converting the Ministry of Works building into the new art gallery.

Schedule of Submissions received on proposed siting of new art gallery, Cultural and Community Services Committee, 30 November 1988.

Photocopies of submissions from ICON (Inner City Operation Neighbourhood) Group, Mrs P.A. Lewis, Mr John Huggins, Mr David Round, New Zealand Institute of Architects (Canterbury Branch), Mrs Mary O'Connor, Michael Trotter (Director, Canterbury Museum), Friends of the Robert McDougall Art Gallery, Canterbury University School of Fine Arts.

Letter from Alun Wilkie (Chairman of Canterbury Branch New Zealand Institute of Architects) to The Chairman (Christchurch City Council Cultural Committee), 30 November 1988.

Disagrees with findings of City Architects report on Rolleston Avenue site and suggests cnr Armagh and Colombo Street site.

Newspaper clipping from *The Press* "Art gallery mooted for Victoria Sq.", 1 December 1988.
Alun Wilkie suggests corner Armagh and Colombo Street as the site for a new art gallery.

Christchurch City Council memo from Art Gallery Director to Councillor John Burn, 7 December 1988.
Thanking him for the prints and pointing out weaknesses in Ministry of Works site for new art gallery.

Letter from Lynn McCleary to Mr Gray, Town Clerk, 8 December 1988.
Submission on future art gallery in support of Ministry of Works building.

Letter from Phyliss Lattimore, 9 December 1988.
Submission on future art gallery in support of Horticultural Hall.

Christchurch City Council memo from John Burn to The Mayor, All Councillors, Mr Gray, Mr Lineham, Mr Coley, Mr Louman, 15 December 1988.
In support of Ministry of Works site for a new art gallery.

Letter to the Editor [*The Press*] by J.K. Moir, 17 December 1988.
In support of Victoria Square site.

Christchurch City Council memo from City Planner to Director, Art Gallery, 19 December 1988.
Asking him to prepare a paper on the purpose of an art gallery for the Christchurch City Council Cultural Committee March meeting with Councillors.

Cultural and Community Affairs Committee Report: Site of Future Art Gallery, [undated, probably late 1988].

Art Gallery Significant Issues [undated, probably late 1988].
Outlines lack of exhibition space; under staffing; need to increase acquisition budget.

Folder: 3b
January – June 1989

Letters to the Editor in *The Press* by C.P.C. Jackson and J.K. Moir, 10 January 1989.

Letter from Chris Taylor (CSA Gallery) to John Coley, 17 February 1989.
Submission on future art gallery. Opposing use of Rolleston Avenue site for a new art gallery until further investigation of other sites.

Letter from Pamela R. Wilson (New Zealand Historic Places Trust) to John Gray (General Manager and Town Clerk), 20 February 1989.
Submission on future art gallery. Opposing use of Rolleston Avenue site for a new art gallery.

Letter from B.N. Alexander (Civic Trust) to General Manager and Town Clerk, 22 February 1989.
Submission on future art gallery. Opposing use of Rolleston Avenue site for a new art gallery and suggesting alternative sites.

Submission on future art gallery site from J.R. Quince, 26 February 1989.
Opposing use of Rolleston Avenue site for a new art gallery.

Letter from Peter Beaven to General Manager and Town Clerk, 27 February 1989.
Advising of a submission on using the old Government Building (Ministry of Works building) as a new art gallery to be ready by 31 March 1989.

Letter from B.E. Arnold for W.R. Forsyth (Department of Conservation) to General Manager and Town Clerk, 27 February 1989.
Submission on future art gallery opposing use of Rolleston Avenue site for a new art gallery.

Christchurch City Council memo from Councillor A.G. James to Members of Working Party on Future Art Gallery, 28 February 1989.
Asking working party to consider Centennial Pool site and reread the Wade Report.

Article from *Architecture New Zealand* "Natural light for exhibiting art" March/April 1989.

Letter to the Editor in *The Press* from W.A. [Bill] Sutton, 6 March 1989.
Against using the old Ministry of Works building as a new art gallery.

Christchurch City Council memo from W.V. Morgan (Director of Housing and Property) to Director Robert McDougall Art Gallery, 16 March 1989.
Notes that it is impossible to comment individually on the 14 possible sites for the new art gallery; scope needs to be reduced.

Note from Richard Johnson to John Coley, 16 March 1989.
Includes an article from *Architectural Review* on Nagoya Art Museum in Japan.

Christchurch City Council memo from J.G. Dryden (City Planner) to Art Gallery Director, 17 March 1989.
Detailing what is needed in an art gallery and asking that all sites identified to date be systematically assessed.

Letter from Richard A. V[ane] to the Town Clerk, 30 March 1989.
In support of Motor Corp site for a new art gallery.

Christchurch City Council memo from W.V. Morgan (Director of Housing and Property) to City Planner, Director, Robert McDougall Art Gallery, 4 April 1989.
Attaches letter from Landcorp and Certificate of Title suggesting Victoria Street site for new art gallery.

Letter from J.H. Gray (General Manager and Town Clerk) to Peter Beaven, 7 April 1989.
Confirms his request to address the Christchurch City Council on 17 April 1989 regarding new art gallery.

Letter from Peter Beaven to J.H. Gray (General Manager and Town Clerk), 12 April 1989.
Encloses report and supporting letters on suitability of Government Building (Ministry of Works building) as new art gallery.

Letter from D. Cusiel (Lovell-Smith and Cusiel Ltd) to Peter Beaven, Jocelyn Allison, 14 April 1989.
Regarding using Government Building (Ministry of Works building) as new art gallery.

Minutes of Christchurch City Council meeting, 17 April 1989.
Regarding new art gallery. Includes Cultural and Community Services meeting minutes from 28 March 1989.

Peter Beaven's submission presented at Christchurch City Council meeting, 17 April 1989.

Newspaper clipping from *The Press* "Art gallery in Square idea raided again" 18 April 1989.
Reporting Peter Beaven's submission to Council on using the Government Building (Ministry of Works building) for a new art gallery.

Letter from Ian M.B. Maclean to the General Manager, 18 April 1989.
Suggesting corner of Worcester and Montreal streets for a new art gallery on the Arts Centre land.

Photograph and caption in *The Press*, 20 April 1989.
Photograph of Colin Jackson and his model of a new art gallery in the Ministry of Works building.

Letter from Mrs E.A. Day to Planning Dept, Christchurch City Council, 20 April 1989.
In support of using the Ministry of Works building for a new art gallery.

Letter from Peter Beaven to John Coley, 20 April 1989.
Lists his contributions to advancing the city of Christchurch, and reiterates that the Government Building (Ministry of Works building) are the right site for the new art gallery.

Letter from Marshall Wright (Associate Town Clerk) to Mrs E.A. Day, 27 April 1989.
Thanking her for her letter regarding the new art gallery.

Christchurch City Council memo from J.G. Dryden (City Planner) to Director, McDougall Art Gallery, City Architect, Director of Housing and Property, 27 April 1989.
Site for new art gallery.

Letters to the Editor in *The Press* from Mike Jaspers, Carole J. Evans, Ian R.J. Miles, W.A. [Bill] Sutton, 29 April 1989.
Regarding the idea of using the Government Building (Ministry of Works building) for a new art gallery.

Newspaper clipping from *The Press* "Underground art gallery?", 2 May 1989.
Malcolm Rose, visiting English architect, suggesting putting new art gallery underground in Cathedral Square.

Letter to Mrs E.A. Day from John Coley, 3 May 1989.
In answer to her earlier letter in support of using the Ministry of Works building for a new art gallery.

Letter from John Coley to Ian M.B. MacLean, 4 May 1989.
Explaining why the Arts Centre site he suggests for a new art gallery is not an option.

Letters to the Editor in *The Press* from Carole Evans and M.M. Gregor, 8 May 1989.
Regarding new art gallery.

Letter from Ian M.B. MacLean to John Coley, 9 May 1989.
Unhappy with reasons for not considering Art Centre site.

Letter from Mrs Elizabeth Day to John Coley, 9 May 1989.
Thanking him for his detailed reply explaining the inadequacies of the Ministry of Works building.

Letter from John Coley to Peter Beaven, 12 May 1989.
Replying to earlier letter regarding using the Ministry of Works building for a new art gallery.

Letters to the Editor in *The Press* from J.K. Moir, William Leamon, Don Donnithorne, Jill Wilcox, 10 May 1989.
Regarding new art gallery site.

Letter from M.K. Robertson (City Secretary) to Ian M.B. MacLean, 11 May 1989.
Apologising for earlier letter and assuring him his ideas regarding a new art gallery will be considered.

Letter from John Coley to Ian M.B. MacLean, 15 May 1989.
Reiterating that the Arts Centre site is not an option for a new art gallery.

Letters to the Editor in *The Press* from P.D. Dunbar, R.L. Montgomery, J.K. Moir, 16 May 1989.
Regarding new art gallery site.

Letter to the Editor in *The Press* from Jocelyn Davison, 22 May 1989 and B. Johnson, 29 May 1989.

Regarding new art gallery site.

Letter to the Editor in *The Press* from W.A. [Bill] Sutton, 6 June 1989.

Regarding new art gallery site.

Letter to the Editor in *The Press* from B. Johnson, 12 June 1989.

Regarding new art gallery site.

Letter to the Editor in *The Press* from W.A. [Bill] Sutton, 19 June 1989.

Regarding new art gallery site.

Letter to the Editor in *The Press* from N. Sydney, 22 June 1989.

Regarding new art gallery site.

Folder: 3c

July – December 1989

Christchurch City Council memo from John Coley to Richard Johnson (Assistant Town Planner), 10 August 1989.

Statement outlining internal design for new art gallery [not attached].

Letter from John Coley to Garth Jeune, 23 August 1989.

To accompany attached Council Cultural Policy.

Note to John Coley regarding a meeting to discuss spaces, 28 August 1989.

Report 217 pp14-25 [1985] attached. Outlines requirements for a new art gallery.

Christchurch City Council memo from John Coley to Art Gallery Staff, 29 August 1989.

Asking staff to re-examine list of rooms for new art gallery [list not attached].

Christchurch City Council memo from Neil Roberts to John Coley.

Reply to John Coley's memo of 29 August 1989 noting requirements for new art gallery.

Functional Activity Study Report, Robert McDougall Art Gallery [probably August 1989].

Detailed report on current services at Gallery.

Christchurch City Council memo from Anna Crighton (Registrar, Robert McDougall Art Gallery) to John Coley, 1 September 1989.

Reply to John Coley's memo of 29 August 1989 noting requirements for new art gallery.

Christchurch City Council memo from Gerry [surname unknown] to John Coley, 5 September 1989.

Reply to John Coley's memo of 29 August 1989 noting requirements for new art gallery.

Letter to the Editor in *The Press* from J.K. Moir, 6 September 1989.

Regarding new art gallery site.

Report of the Cultural and Community Services Committee meeting of 29 August 1989, 18 September 1989.

Notes progress on siting of future art gallery by Officers Project Team.

Art Museum Proposed Spaces, September 1989.

Notes prepared for establishing building footprint.

Art Museum Proposed Spaces, September 1989.

Includes map of Sheraton site with spaces marked out.

Christchurch City Council memo from John Coley to Rob Dally, 1 November 1989.
Informing him of the issues surrounding the Robert McDougall Art Gallery that necessitate a new building.

Christchurch City Council memo from Lynn Campbell (Conservator, Robert McDougall Art Gallery) to John Coley, 16 November 1989.
Report on conservation requirements for a new gallery attached.

A New Art Museum for Christchurch Report from Town Planning Division Christchurch City Council, November 1989.

A New Art Museum for Christchurch Report [undated]. Draft.

A New Art Museum for Christchurch Report [undated]. Draft.

Christchurch City Council memo from Art Gallery Director to H Surtees (Deputy General Manager (Works)), 21 September [undated].
Draft Siting of Future Art Gallery Report attached [not attached].

Christchurch City Council memo from Art Gallery Director to J.H. Gray (General Manager and Town Clerk), 16 October [undated].
Siting of Future Art Gallery Report attached [not attached].

Siting of Future Art Gallery – Christchurch City Council Cultural Committee Report [undated].
Requirements for a new art gallery.

Untitled collection of 15 maps of inner city Christchurch locations considered for a new art gallery site [undated].

Map of Christchurch city with 7 locations highlighted, to be considered for a new art gallery site [undated].

Last page of a report by John Coley outlining consideration of a site for a new art gallery [undated].

Diagram showing relationships of rooms in “Education” suite [undated]. Hand drawn diagram showing rooms that relate to the exhibition area of art gallery.

Proposal for a new administrative structure for the Canterbury Museum and Robert McDougall Art Gallery [undated].

3.5 Internal Design [undated].

Report which details design requirements for a new art gallery.

Box: 4
1990-1993

Folder: 4a
1990

Newspaper clipping from *The Press* "Report details sites for new art gallery", 30 January 1990.
Notes report to be presented to Council next month outlining 13 possible sites for new art gallery.

fax to John Coley from Ian Miles (President, Friends of the Robert McDougall Art Gallery), 26 February 1990.
Handwritten notes addressed to City Councillors warning of problems with using Government Building (Ministry of Works building) as new art gallery.

Christchurch City Council memo from John Coley to Rob Dally (Group Manager, Metropolitan Services), 27 February 1990.
Regarding draft of report they are working on.

Newspaper clipping in *The Press*, 28 February 1990.
Friends of Robert McDougall Art Gallery reject renewed suggestions of using the Government Building (Ministry of Works building) as the new art gallery.

Newspaper clipping in *The Press* "Idea for central city gallery supported", 5 March 1990.
Reporting on meeting organised by Civic Trust promoting Government Building (Ministry of Works building) as new art gallery.

Newspaper clipping from *Midweek Mail* "Diatribes 'unfair nonsense'", 5 March 1990.
Local artist John Hurrell criticises Robert McDougall Art Gallery, John Coley responds.

Letter to the Editor in *The Press* from G.T. [Trevor] Moffitt, 6 March 1990.
Against turning Government Building (Ministry of Works building) into a new art gallery.

Letter to the Editor in *The Press* from Mary Taylor, 7 March 1990
Against spending millions of dollars on new art gallery.

Letter to the Editor in *D S Times* from John Coley, 11 March 1990.
In response to John Hurrell's negative writing on the Robert McDougall Art Gallery.

Letter to the Editor in *The Press* from J.K. Moir, 17 March 1990.
Suggest a purpose built new art gallery.

Letter to the Editor in *The Press* from Mary Taylor, 23 March 1990.
Believes new gallery low priority.

Report to the Christchurch City Council: The Need for a New Art Gallery by Richard Johnson, Ken Lawn, John Coley, Albert Louman, John Dryden, Bill Morgan. [26 March 1990 presented at Cultural and Social Services Committee meeting].

Letter to the Editor in *The Press* from Denis O'Rourke, 29 March 1990.
Supports art gallery in Government Building (Ministry of Works building)s.

Letter to the Editor in *The Press* from J.K. Moir, 3 April 1990.
Defending earlier letter.

Letter to the Editor in *The Press* from H. Shannon, 3 April 1990.
Disagreeing with Denis O'Rourke and believes gallery should stay in the gardens.

Letter to the Editor in *The Press* from Denis O'Rourke, 6 April 1990.

Responding to letter by H. Shannon.

Letter to the Editor in *The Press* from P.J. Beavan, 12 April 1990.
Promoting idea of Government Building (Ministry of Works building) for new art gallery.

Ministry of Works Building – Draft Report, 18 April 1990.
Objections to using Ministry of Works Building as the new art gallery and offers suggestions for future use of Robert McDougall Art Gallery.

Cultural and Social Services Committee Report, 14 May 1990.
Attached are the following reports prepared by the Council Planning Policy Unit and Art Gallery Manager: A new art museum for Christchurch: Report 1: A statement of Purpose and Functional Philosophy; Report 2: An Assessment of Seventeen Sites; Report 3: An Evaluation of Issues (March 1990).

The committee recommend that a site be purchased for a new art gallery and that a feasibility study on the three most suitable sites be undertaken.

Letter from J. Cameron Lewis (PRIME Real Estate) to The Director (Robert McDougall Art Gallery), 14 May 1990.

Regarding purchase of Gloucester Street site for new art gallery.

Newspaper clipping from the *Christchurch Star* “Gallery needed – report”, 18 May 1990.
Regarding the report from John Coley presented to Christchurch City Council on 14 May.

Newspaper clipping from the *Christchurch Star* “Historic Square building faces axe”, [May 1990].

Decision not to proceed with Government Building (Ministry of Works building) as new art gallery may mean it could be demolished.

Newspaper clipping “Gallery head defends report” [May 1990].
Regarding the report from John Coley presented to Christchurch City Council on 14 May.

Newspaper clipping “Art Museum planning opens to criticism”, [May 1990].
Regarding the report from John Coley presented to Christchurch City Council on 14 May.

Letters to the Editor in *The Press* from W.A. [Bill] Sutton, J.K. Moir, Helen Garrett, 21 May 1990.

Regarding Christchurch City Councillors rejection of John Coley’s new gallery report as “rubbish”.

Newspaper clipping from Midweek Mail “Site search for \$25m art gallery shrouded in emotion”, 21 May 1990.
Regarding the report from John Coley presented to Christchurch City Council on 14 May.

Christchurch City Council fax from Rob Dally (Metropolitan Services) to John Coley (Art Gallery Manager) 22 May 1990.

Contains memo to Charles Manning regarding draft brief of a structural report on the Government Building (Ministry of Works building).

Letter to the Editor in *The Press* from Denis O’Rourke, 24 May 1990.
Defending himself with regard to his opinion on John Coley’s report.

Robert McDougall Art Gallery fax from John Coley to J.H. Gray (City Manager), 24 May 1990.
Regarding Letter from Denis O’Rourke dismissing Coley report as rubbish. Also contains letter from M. Barrett (Works Consultancy Services) offering their services regarding completing a feasibility report on Government Building (Ministry of Works building)

Letters to the Editor in *The Press* from J.K. Moir and W.A. [Bill] Sutton, 27 May 1990.
Regarding new art gallery.

Letter from Arthur Sandston to Vicky Buck (Mayor), 29 May 1990.
Suggested a competition be held among Christchurch architects to extend the Robert McDougall Art Gallery in its current site.

Letter to the Editor in *The Press* from William Leamon, 5 June 1990.
Regarding new art gallery.

Letter to the Editor in *The Press* from Mei Hurrell, 7 June 1990.
Disappointed that Government Building (Ministry of Works building) not to be used for the new art gallery.

Christchurch City Council memo from John Coley to Vicki Buck, 8 June 1990.
Response to the letter from Arthur Sandston of 29 May 1990.

Letters to the Editor in *The Press* from J.K. Moir and Owen R. Lee, 11 June 1990.
Regarding new art gallery.

Newspaper clipping in *The Mail* "Long wait for art gallery", 21 June 1990.
John Coley resigned to fact Christchurch will not get new gallery before 2000.

Letter to the Editor in *The Press* by W.A. [Bill] Sutton, 24 June 1990.
Regarding using Government Building (Ministry of Works building) as new art gallery.

Christchurch City Council memo from Rob Dally to City Manager, 26 June 1990.
The Press Editorial "A new art gallery" 26 June 1990 is attached and discussed. Notes the discussion at the 28 May 1990 Christchurch City Council meeting to carry out "an independent investigation of highly suitable sites for a Community Art Museum".

Letter from G.S. Gordon (Rankine and Hill Limited) to John Coley, 28 June 1990.
Outlining what the company can offer regarding mechanical and engineering services in establishing a design brief for a new art gallery.

Rankine and Hill Limited Annual Review 1989.

Rankine and Hill Limited promotional brochure.

Letter to the Editor in *The Press* by J.K. Moir, 30 June 1990.
Regarding using Government Building (Ministry of Works building) as new art gallery.

Newspaper clipping from *Guardian Weekly* "A wasted opportunity", 1 July 1990 with attached note to John Coley from Molly and Bernard Hou[scerd].
Comparing using Government Building (Ministry of Works building) as an art gallery with recently reopened Courtauld Institute Galleries in London.

Advertisement in *The Press*, 7 July 1990.
Image of Peter and Jocelyn Beaven's model of Government Building (Ministry of Works building) as new art gallery. Model is on display in United Realty showrooms at 172 Cashel Street.

Newspaper clipping from *The Press* "New push for art gallery", 9 July 1990.
Christchurch Civic Trust stepping up campaign to use Government Building (Ministry of Works building) as new art gallery.

Letter from John Coley to G.S. Gordon (Rankine and Hill Limited), 10 July 1990.
Letting them know that Christchurch City Council has withdrawn funding for an independent investigation of a suitable site for a new art gallery, therefore their services will not be required.

Letter from B.L. Mooar (Administration Manager) to Graham Robinson (New Zealand Historic Places Trust), 10 July 1990. Original letter from Graham Robinson to Vicki Buck attached.

Regarding using Government Building (Ministry of Works building) as new art gallery.

Letters to the Editor in *The Press* from Julie Steel and Pat Unger, 12 July 1990.
Regarding using Government Building (Ministry of Works building) as new art gallery.

Robert McDougall Art Gallery fax from John Coley to Ian Miles (Promotion Plus), 17 July 1990.
Regarding difficulties in using the Government Building (Ministry of Works building) as new art gallery.

Letter to the Editor in *The Press* from W.A. [Bill] Sutton, 18 July 1990.
Regarding using Government Building (Ministry of Works building) as new art gallery.

Christchurch City Council memo from Rob Dally to John Coley, 19 July 1990.
Regarding using the New Zealand Postal Centre on Hereford Street as the new art gallery.

Christchurch City Council fax from Rob Dally to Secretary of Internal Affairs, 20 July 1990.
Asking for list of art museum consultants to be involved in defining the brief for a new art gallery for Christchurch.

Letter to the Editor in *The Press* from Ray Boundy, 20 July 1990.
Regarding site of new art gallery.

Government Building (Ministry of Works building), Cathedral Square, 23 July 1990.
Information from Rob Dally to John Coley about the Historic Places Trust letter regarding use of this building.

Newspaper clipping in *The Press* "Govt Buildings superb gallery site – trust head", 23 July 1990.
Regarding Historic Places Trust promotion of Government Building (Ministry of Works building) as new art gallery.

Letters to the Editor in *The Press* from J.K. Moir and Owen R. Lee, 26 July 1990.
Regarding site of new art gallery.

Christchurch Mail Centre Suitability as City Gallery. Notes concerning site visit of 27 July 1990 by John Coley and Rob Dally.

Letters to the Editor in *The Press* from W.A. [Bill] Sutton and Peter Beaven, 28 July 1990.
Regarding site of new art gallery.

Letter from B.L. Mooar to P.N. Dyhrberg, 2 August 1990.
Explaining the reason there is no budget to complete an independent investigation of sites for a new art gallery.

Letter to the Editor in *The Press* from Ivan Taylor, 4 August 1990.
Defending Historic Places Trust viewpoint on site of new art gallery.

Letter to the Editor in *The Press* from W.A. [Bill] Sutton, 13 August 1990.
Regarding using Government Building (Ministry of Works building) as new art gallery.

Christchurch City Council memo from John Coley to Rob Dally, 13 August 1990.
In agreement that \$25,000 for independent investigation of art gallery sites be reinstated in 1990/91 budget.

Christchurch City Council memo from John Coley to Rob Dally, 13 August 1990.
Explaining the tasks that are contracted out at the art gallery.

Newspaper clipping in the *Christchurch Star* "Council to restore library funding", 14 August 1990.

At a special budget hearing councillors decided that \$10,000 would be spent on an architectural brief for a new art gallery.

Letter from B.A. Le Fevre (Works Consultancy Services) to Rob Dally, 24 August 1990.
Regarding Preliminary Planning Brief on a new art gallery that Works Consultancy completed.
Recommendation that an independent museum consultant report on the NZ Post building with regard to this brief.

Letter From I.A. Martin (Octa Associates Ltd) to John Coley, 24 August 1990.
Reaffirming their interest in preparation of an independent evaluation to verify needs of a new art gallery.

Letter from John Coley to I.A. Martin (Octa Associates Ltd), 30 August 1990.
Letting him know that their offer to prepare an independent evaluation to verify needs of a new art gallery will be considered.

Christchurch City Council memo from John Coley to Rob Dally, 30 August 1990.
Asking that progress be made on having an independent assessment of Gallery's future needs and noting offer from Octa Associates.

Bulletin No. 70 September/October 1990.
Includes the article "A New Art Gallery – A Clouded Future" written by John Coley.

Magazine clipping from *Preview* "A new art gallery; what do the artists want?",
September/October 1990.
Quotes from Ria Bancroft, Barry Cleavin, Denise Copeland, Shane Cotton, Denis Dutton, Neil Dawson, Noel Gregg, Julie King, Quentin MacFarlane, Trevor Moffitt, Don Peebles, Richard Reddaway, Llew Summers, Bill Sutton, Pat Unger, Gordon Walters.

Newspaper clipping from *The Press* "PO site mooted for new gallery", 13 September 1990.
Details on converting the Post Office on Hereford Street into a new art gallery.

Letter from Rosemary Dickson to John Coley, 13 September 1990.
Asking for information on proposed Christchurch Art Gallery.

Letter from John Coley to Rosemary Dickson, 20 September 1990.
Asking her to make an appointment to come and view the large amount of material collected on subject of the proposed new art gallery.

Christchurch City Council memo from Rob Dally to Christchurch City Council List C, including John Coley, 14 September 1990.
Regarding need to complete an independent assessment of suitable sites for a new art gallery; perhaps including Post Office site within this.

Newspaper clipping from the *Sunday Star* "Gallery could take 8 months and \$25m", 16 September 1990.
Brian Le Fevre from Works Consultancy believes Post Office site for new art gallery would cost \$25 million.

Christchurch City Council memo from John Coley to C.E. [Charles] Manning (Cultural and Social Services Committee Chairman) and Rob Dally, 20 September 1990.
Asking for authorisation to send requested information to *The Press* regarding the background to a new gallery, the brief required, inadequacies of Government Building (Ministry of Works building) proposal.

Newspaper clipping from *The Press* "Why the govt Building won't do as a gallery", 26 September 1990.
Written by John Coley on the inadequacies of Government Building (Ministry of Works building) proposal for the new art gallery.

Letters to the Editor in *The Press* from J.K. Moir, W.A. [Bill] Sutton, L.N. Lawrence Shustak, 28 September 1990.
Regarding new art gallery.

Draft Report for Cultural and Social Services Committee: New Art Gallery Investigations by Rob Dally, 2 October 1990.
Moving toward commissioning an independent assessment of possible sites for a future art gallery.

Newspaper clipping from *The Press* "Why I still favour the Govt Building", 4 October 1990.
Peter Beaven outlines his reasons of support for converting the Government Building (Ministry of Works building) into a new art gallery.

Newspaper clipping from *The Press* "Postal Centre likely for list", 8 October 1990.
Postal Centre on Hereford Street is likely to be added to list to be investigated as sites for new art gallery.

Newspaper clipping from the *Christchurch Star* "Postal centre on site list", 9 October 1990.
Postal Centre on Hereford Street is to be added to list to be investigated as sites for new art gallery.

Newspaper clipping from *The Press* "Postal centre site a 'waste of time'", 9 October 1990.
After recently touring the Postal Centre Councillor Carole Evans believes it is not suitable for an art gallery.

Letter to the Editor in *The Press* from W.A. [Bill] Sutton, 9 October 1990.
In response to Peter Beaven's article in *The Press* of 4 October 1990.

Letter to the Editor in *The Press* from Ian R.J. Miles (President of the Friends of the McDougall), 10 October 1990.
Reminding readers of Vicki Buck's campaign address to begin art gallery in her first term.

Letter from Binney Lock to John Coley, 10 October 1990.
Praising him for recent articles written in *The Press* and wishing support for task ahead of getting a new art gallery.

Letter from John Coley to Binney Lock, 11 October 1990.
Thanking him for his letter.

Newspaper clipping from *The Press* "Art gallery design contest suggested", 11 October 1990.
Christchurch architect Andrew Barclay suggests an architectural contest to create a new art gallery.

Christchurch City Council memo from J. Churchill to John Coley, 11 October 1990.
With regard to the Outline Brief for a new art gallery he believes provision for a bar is necessary.

Christchurch City Council memo from John Coley to Art Gallery Staff, 11 October 1990.
Copy of the Outline Brief attached with request for staff to add information to their relevant section.

Newspaper clipping from *Christchurch Star* "December review for art gallery recommendation", 12 October 1990.
New art gallery to be discussed at capital works review in December.

Letter to the Editor in *The Press* from William Leamon, 12 October 1990.
Regarding lighting in art galleries.

Letter to the Editor in *The Press* from Phyllis T. Hall, 15 October 1990.
Regarding using the Government Building (Ministry of Works building) as a new art gallery.

Letter from John Coley to Ken Gorbey, 16 October 1990.
Offer of employment as independent assessor of possible sites for a new art gallery.

Christchurch City Council fax from Rob Dally to John Coley, 17 October 1990.
New Art Gallery Investigations with recommendation that Postal Centre be considered as potential site for new art gallery and that Ken Gorbey be appointed as a consultant.

Christchurch City Council memo from Rob Dally to John Coley, 17 October 1990.
Asking him to complete his re-editing of the brief to be assessed by an independent expert.

Christchurch City Council fax from Rob Dally to John Coley, 17 October 1990.
Article by Suzanne Keen in *The Press* 9 October 1990 attached.

Letter from Rob Dally to Ken Gorbey, 21 December 1990.
Terms of references for the investigation of suitable sites for a future art museum in Christchurch.

Letter to the Editor in *The Press* from E. Evans 23 October 1990.
Suggesting site of new art gallery at Brighton Pier.

Christchurch City Council memo from Principal Committee Secretary to Christchurch City Council Managers, 25 October 1990.
Details on the Council meeting of 23 October 1990.

Letter to the Editor in *The Press* from J.K. Moir 29 October 1990.
In response to letter from Phyllis T. Hall of 15 October 1990.

Christchurch City Council memo from Rob Dally to John Coley, 31 October 1990.
It was resolved at the Council meeting of 23 October 1990 that the Postal Centre be considered as a potential site for a new art gallery and that Ken Gorbey be approached as an independent assessor.

Letter from Hein Doeksen to John Coley, 1 November 1990.
Attaches his sketchbook concerning thoughts about a new art gallery [not attached, but located in box 22]

Newspaper clipping from *The Press* "Public art gallery built into hills architect's vision" 2 November 1990.
Hein Doeksen suggests building the new art gallery in the Port Hills.

Letter to the Editor in *The Press* from J. Hanlin, 7 November 1990.
Asking for moderation in planning for new art gallery.

Letter from John Coley to Hein Doeksen, 8 November 1990.
Thanking him for his submission on a new art gallery, but expressing concern at distance from city centre.

Christchurch City Council memo from John Coley to Rob Dalley, John Dryden, Peter Coburn, Neil Carrie, 12 November 1990.
Asking for comments on the attached draft of the outline brief for Ken Gorbey [not attached].

Postcard from Hein Doeksen to John Coley, 14 November 1990.
Offering to present his submission for an art gallery in the Port Hills at the meeting of the Cultural and Social Services Committee.

Newspaper clipping in *The Press* "Art gallery one of eight projects vying for funds", 14 November 1990.
Art gallery will compete with other projects over next three years.

Letters to the Editor in *The Press* from J.K. Moir and Alan Doney, 14 November 1990.
Regarding building a new art gallery.

Letter to the Editor in *The Press* from J.K. Moir, 26 November 1990.
Responding to J. Hanlin's letter of 7 November 1990.

Christchurch City Council memo from Mike Richardson to John Coley and Planning Policy Manager, 30 November 1990.
Asking for comments about the attached letter from A.C. Ussher (Canterbury Branch of New Zealand Institute of Architects) with suggestions relating to a new art gallery.

Christchurch City Council memo from John Coley to Mike Richardson and John Dryden, 7 December 1990.
Responding to letter from A. Ussher regarding the idea of multiple art galleries in the city.

Robert McDougall Art Gallery memo from John Coley faxed to Rob Dally, John Dryden, W. Carrie, P. Coburn, 10 December 1990.
Informing them of the meeting to discuss draft art gallery brief for Ken Gorbey.

Christchurch City Council memo from John Dryden to Manager Development Metropolitan Services, 14 December 1990.
Regarding the idea of multiple art galleries in the city.

Letter from John Coley to Ken Gorbey, 20 December 1990.
Encloses draft terms of reference for perusal.

Robert McDougall Art Gallery fax from John Coley to Rob Dally, 20 December 1990.
Draft terms of references for the investigation of suitable sites for a future art museum in Christchurch document.

Letter from Rob Dally to Ken Gorbey, 21 December 1990.
Terms of reference document.

Christchurch City Council memo from John Coley to Rob Dally, Peter Coburn, Ken Gorbey [undated, 1990].
Suggestion that Canterbury Club be considered for an art gallery building site.

Folder: 4b
1991

Letter from Rob Dally faxed to Ken Gorbey, 11 March 1991.
Asking for notification regarding acceptance of "New Art Museum for Christchurch" project.

Christchurch City Council memo from Rob Dally faxed to Art Gallery, Property, Planning Policy Managers, Principal Planner, 13 March 1991.
Notification of upcoming meeting with Ken Gorbey.

Letter from D.S. Hobbs (Hobbs Wilkinson and Co. Ltd.) to John Coley, 20 March 1991.
Regarding the Canterbury Club joint development idea with the Art Gallery.

Robert McDougall Art Gallery fax from John Coley to Ken Gorbey, 26 March 1991.
Names and titles requested and information on the King Edward Barracks site.

Letter from Graeme Shadwell (Museum of New Zealand Te Papa Tongarewa) to Rob Dally, 2 April 1991.
Attached is Ken Gorbey's report "A Future Art Museum for Christchurch" [not attached].

Christchurch City Council memo from John Coley to V Sykes, 7 April 1991.

Asking for invoice of \$4,503.40 for Ken Gorbey to be paid. Invoice is attached, as are various receipts.

Letter from Rob Dally to Graeme Shadwell (Museum of New Zealand Te Papa Tongarewa), 12 April 1991.

Thanking him for Ken Gorbey report.

Magazine clipping from *Art News* "The Pompidou: Old before its time?", May 1991.

Christchurch City Council memo from John Coley to Management Executive, 24 May 1991.
Copy of Ken Gorbey's curriculum vitae.

Robert McDougall Art Gallery fax from John Coley to Gabrielle Hanton, 6 June 1991.
Regarding meeting between Ken Gorbey and Management Executive on 8 July 1991.

Christchurch City Council memo from John Coley to Rob Dally, 24 June 1991.
Regarding meeting between Ken Gorbey and Management Executive. memo from Rob Dally to John Coley attached, 19 June 1991. Letter from Gabrielle Hanton to Ken Gorbey asking if he could attend a meeting in Christchurch, 5 June 1991; with Management team meeting minutes attached.

Christchurch City Council memo from Rob Dally to John Coley, 15 July 1991.
Regarding Ken Gorbey report.

fax to John Coley, 15 July 1991.

Management Team Meeting minutes with Ken Gorbey from 8 July 1991.

Museum of New Zealand Te Papa Tongarewa fax from Ken Gorbey to John Coley, 16 July 1991.

Revised report attached.

"A Future Art Museum for Christchurch" Report by Ken Gorbey, 17 July 1991.
Detailed analysis of possible sites for a new art gallery.

Letter from John Coley to Cheryl Moffat (Ferrymead Historic Park), 26 July 1991.
Invitation to meeting on 13 August 1991 with Ken Gorbey regarding progress to date with Museum of New Zealand Te Papa Tongarewa project. Invitation also sent to other museum professions in Canterbury.

Christchurch City Council fax from Rob Dally to John Coley, 1 August 1991.
Summary of Ken Gorbey report with recommendations for action.

Letter from Rob Dally to Graeme Shadwell (Museum of New Zealand Te Papa Tongarewa), 1 August 1991.

Thanking him for the revised Ken Gorbey report.

Christchurch City Council memo from P.B. Coburn to City Council Managers, 18 October 1991.

Regarding purchase of the Farmers Trading Company site. Reply from John Coley commenting on usefulness of site for a new art gallery.

Christchurch City Council memo from Neil Carrie to Art Gallery Working Party, 21 October 1991.

Regarding the Brittco proposal for a new art gallery site.

Minutes of Art Gallery Working Party, 23 October 1991.
Regarding the Brittco proposal for a new art gallery site.

Christchurch City Council memo from John Coley to Property Manager, 23 October 1991.
Comments on the Farmers Trading Company Gloucester Street site.

Christchurch City Council memo from John Coley to Councillor David Cox, 11 December 1991.

Regarding the difficulties of using the Government Building (Ministry of Works building) as the new art gallery. Responding to an attached letter and plan from Andrew Craig and Hein Doeksen.

Letter from Rob Dally to Property Manager NZ Post, Windsor Properties Ltd, Brittco Management Ltd, Canterbury Club, 18 December 1991.

Letting them know that at a recent council meeting it was decided not to progress with investigating art gallery sites for the time being.

Notes on Future Art Gallery Acquisition of Site [undated and unsigned]. Copies sent to Charles Manning and David Cox.

Regarding buying a site for the new art gallery now to build in the future.

**Folder: 4c
1992**

Christchurch City Council memo from John Coley to Peter Coburn, 16 April 1992.

Regarding the difficulties of using the Government Building (Ministry of Works building) as the new art gallery.

Christchurch City Council memo from Administration Manager to Christchurch City Council Managers, 28 April 1992.

Regarding the Council being involved in converting the Government Building (Ministry of Works building) into a cinema complex.

Christchurch City Council memo from Administration Manager to Christchurch City Council Managers, 8 May 1992.

Report on the Government Building (Ministry of Works building) proposal attached.

Christchurch City Council memo from R.A. Lineham to Christchurch City Council, 4 June 1992.

Hoyts Cinema has pulled out of the Government Building (Ministry of Works building) project.

Letter from the Civic Trust to The Mayor and Councillors, 7 June 1992.

Letting them know the Trust has collected 1680 signatures opposing Councils involvement in the Government Building (Ministry of Works building) project.

Newspaper clipping "A cinema debacle" [undated and unattributed].

Regarding the Council involvement in the Government Building (Ministry of Works building) proposal.

Handwritten note from Neil Carrie to John Coley, 29 September 1992.

Attaches a copy of the Architectural Review editorial from January 1992 regarding adapting existing buildings as museums.

1993

Christchurch City Council memo from Rob Dally to Councillor Anderson and John Coley, 17 March 1993.

Regarding using Postal Centre as new art gallery.

Robert McDougall Art Gallery fax from Penelope Jackson to Alister Graham, 28 June 1993.
Regarding increase of visitor numbers if art gallery were on Worcester Boulevard.

Christchurch City Council memo from John Coley to Rob Dally, R. Lineham, Peter Mitchell, 29 July 1993.

Funding sources for new art gallery.

Christchurch City Council fax from Jan Lawson to John Coley, 1 September 1993.
Art gallery section of Enhancement Projects part 3, Councillors Seminar.

Christchurch City Council memo from John Coley to [List H] Rob Dally, Paul Melton, Property Division, 17 September 1993.
Draft Art Museum Project Plan attached for comments.

Reply from Property Division regarding Christchurch City Council memo from John Coley (17 September 1993), 21 September 1993.
Annotated copy of draft Art Museum Project Plan.

Reply from Tony G.[full surname unknown] regarding Christchurch City Council memo from John Coley (17 September 1993), 22 September 1993.
Annotated copy of draft Art Museum Project Plan.

Reply from Paul Melton regarding Christchurch City Council memo from John Coley (17 September 1993), 24 September 1993.
In praise of draft Art Museum Project Plan.

Letter from W.R. Sleeman (Deloitte Touche Tohmatsu) to John Coley, 27 September 1993.
In response to Art Museum Project Plan.

Response from Peter Atkinson (Area Traffic Engineer Central) to memo from John Coley (17 September 1993), 28 September 1993.
Regarding traffic considerations in relation to the Art Museum Project Plan.

Letter from John Coley to Lottery Environment and Heritage, Lottery Group B, 1 October 1993.
Attaches draft Art Museum Project Plan and asks for indication of possible funding.

Reply regarding memo from John Coley (17 September 1993), 7 October 1993 [sender unknown].
Annotated copy of draft Art Museum Project Plan.

Deloitte Touche Tohmatsu fax from Barbara Hinkley to John Coley, 11 October 1993.
Attaches copy of draft questionnaire for gallery users.

Reply from Rob Dally regarding Christchurch City Council memo from John Coley (17 September 1993), 12 October 1993.
Asking for meeting date for new Art Museum Review Group to be confirmed.

Christchurch City Council memo from John Coley to J. Sadler, Cr D. Close, Rob Dally, Neil Roberts, Penelope Jackson, N Carrie, P Coburn, L. Matchett, John Buchan, Ray Sleeman (Deloitte Touche Tohmatsu), 13 October 1993.
Notice of meeting of New Art Museum Review Group on 26 October 1993. Annotated copy of Art Museum Project Plan attached.

Letter from John Coley to Ray Sleeman (Deloitte Touche Tohmatsu), 14 October 1993.
Asking him to proceed as a consultant on the Art Museum Project Plan.

Art Gallery Review Group Meeting Minutes, 26 October 1993.
Regarding site selection for new art gallery and funding options.

Robert McDougall Art Gallery fax from John Coley to Rob Dally, 18 November 1993.
Attaches Art Gallery Review Group Meeting Minutes, 26 October 1993.

Riccarton Borough Council memo from Lyall Matchett to John Coley, 17 November 1993.
Regarding Annual Plan costing.

Christchurch City Council fax from Simon Markham to John Coley, 22 November 1993.
Regarding Enhancement Project update. Asking for comments on art museum section.

Letter from Rob Dally to Stephen Madigan (Windsor Central Ltd), 22 November 1993.
Regarding three Worcester Boulevard sites for a new art gallery. Page of handwritten notes attached regarding Sheraton site.

Robert McDougall Art Gallery fax from John Coley to unknown recipient, 23 November 1993.
Art Gallery budget information 1993/94 and projected 1994/95.

Brilliant Future – Fourth Councillor Seminar, 27 November 1993.
Looking at Enhancement Projects.

Deloitte Touche Tohmatsu fax from Barbara Hinkley to John Coley, 30 November 1993.
Regarding change in their report.

A Brilliant Future for the City that Shines Agenda [November 1993].
Attached are Pocket Check-list for non-profit arts organisations in Australia, handwritten notes and typed version by John Coley titled Art Museum, information on the Postal Centre as an option for a new art gallery.

Draft Robert McDougall Art Gallery Review of Revenue and Economic Impact prepared by Deloitte Touche Tohmatsu, November 1993.
Review commissioned by New Art Museum Review Group looking at visitor numbers, entrance fees, shop and other revenue, economic impact of expansion.

Letter from W.R. Sleeman (Deloitte Touche Tohmatsu) to John Coley, 1 December 1993.
Encloses final copy of the Robert McDougall Art Gallery Review of Revenue and Economic Impact.

Christchurch City Council memo from Jonathan Fletcher to John Coley, 3 December 1993.
Regarding a query by Cr Anderson at the Councillors' Seminar of 27 November 1993 when looking at sites for new art gallery.

Project Plan Future Art Museum written by John Coley [1993].
Detailed twenty page report on building a new art gallery with handwritten notes attached.

Project Plan Future Art Museum by John Coley [1993].
Extended typed version of 28 pages.

Art Museum Siting [1993].
Handwritten sheet with pros and cons of Postal Centre and Sheraton sites for a new art gallery.

Box: 5
1994-1995

Folder: 5a
1994

Christchurch City Council memo from Mike Richardson to John Coley, John Dryden, 21 January 1994.

Asking them to see if the NZ Post Centre is still available as a site for an art gallery.

Memo [draft] from Graeme Harper (Design Services Manager) to John Coley, 27 January 1994.

Regarding using the NZ Post Centre building as a new art gallery.

Information from Russell Drysdale and Thomas Ltd to John Coley, 31 January 1994.

Cost estimates for Worcester Boulevard Art Gallery.

Christchurch City Council memo from John Coley to David Close, Rob Dally, John Dryden, Neil Carrie, Peter Coburn, John Buchan, Penelope Jackson, 8 February 1994.

Draft Future Art Gallery Project plan [not attached].

Christchurch City Council memo from John Coley to John Dryden and Neil Carrie, 9 February 1994.

Asking for their views on Art Gallery Project Plan.

Christchurch City Council memo from John Coley to David Close, Mike Richardson, Rob Dally, Jonathon Fletcher, 10 February 1994.

Attaches Eric Westbrook Report of 1969 on McDougall Art Gallery which was rediscovered.

Proposal for Future Art Museum, Attachment to Policy and Resources Committee Agenda, 22 February 1994.

Detailed report on history of project and requirements for new building.

Letter from John Coley to John Dryden, 23 February 1994.

Thanking him for his work on the Future Art Museum Report which was favourably received and the recommendations adopted by the Policy and Finance Committee.

Letter from L.J. Wood to John Coley, 11 March 1994.

Outlining positives of using NZ Post Centre building for new art gallery.

Letter from John Coley to L.J. Wood, 16 March 1994.

Thanking him for his suggestions regarding using NZ Post Centre building for new art gallery.

Newspaper clipping from *Otago Daily Times* "Façade of new gallery 'simplicity, elegance'", "Layout of new art gallery revealed in sketch plans", 16 March 1994.

Letter to the Editor in *The Press* from Norma Jacobs, 20 April 1994.

Letter to the Editor in *The Press* from D.J. Round, 30 April 1994.

Letter to the Editor in *The Press* from C.A. Smith, 6 May 1994.

The Need for a New Art Gallery Report by Art Museum Project Team; photocopied newspaper articles regarding new art gallery 1990-1994; Cultural and Social Services Meeting Minutes 14 May 1990, 8 October 1990, 12 August 1991, 16 February 1994; Robert McDougall Art Gallery Bulletin no. 70, Christchurch City Art Museum North Hagley Park Site Proposal.

Letter from Ian Martin (Octa Associates Ltd) to John Coley, 10 June 1994.

Encloses company brochure and offer to assist in developing brief for new art gallery.

Newspaper clipping from *Christchurch Star* "Cramped gallery causes problems for staff", 23 July 1994.

John Coley comments on lack of space and need for a heavy goods lift.

Letter from George A. Rawstron (Property Consultant) to John Coley, 18 August 1994.
Regarding purchase of King Edward Barracks by Ngai Tahu Property Division.

Letter from George A. Rawstron (Property Consultant) to Peter Coburn (Property Manager, Christchurch City Council), 18 August 1994.

Regarding purchase of King Edward Barracks by Ngai Tahu Property Division and their interest in investors in the site.

Christchurch City Council memo from John Coley to Peter Coburn, 23 August 1994.
Recommending that the King Edward Barracks site is not pursued at this time.

fax from Ken Gorbey to John Coley, 14 October 1994.
Ken Gorbey's Curriculum Vitae.

Chemsafety Air Quality Assessment for Robert McDougall Art Gallery, [1994].
Regarding air contaminants in area and specifically Robert McDougall Art Gallery.

Folder: 5b
April – August 1995

fax transmittal sheet from Tony Preston to Rob Dally, 22 April 1995.

fax from Tony Preston to Rob Dally, 22 April 1995.
Acceptance of position of Robert McDougall Art Gallery Director.

Media Release "New Art Gallery Director", 24 April 1995.
Regarding appointment of Tony Preston to Director of Robert McDougall Art Gallery.

Curriculum Vitae of Peter Anthony Preston, 1995.

Minutes of Officer Project Team Meeting, 28 June 1995.
Lists Terms of Reference for finding a site for the new art gallery.

Christchurch City Council memo from Corporate Planning to appropriate Heads of Departments (List D), 5 July 1995.
Results of the 1995 Annual Residents Survey.

Budget Review Subcommittee, 19 July 1995.
Contains public submissions on new art gallery to be referred to the Art Gallery Project Team.

Christchurch City Council fax from Noeline Halstead to Tony Preston, 1 August 1995.
Contains Site for New City Art Museum report.

Appendix A: Details of Siting Criteria and their applications [date unknown].

Canterbury Public Library fax from Paul Sutherland to Rob Dally, 2 August 1995.
Found nothing of interest after searching databases for examples of evaluating art gallery sites.

Clipping given to Tony Preston from Andrew Drummond from *Flash Art* "Mario Botta: Museum as the new spiritual heart of the city", 3 August 1995.

Comments on Draft Criteria for Art Gallery Siting, 8 August 1995.

Minutes of Meeting of Art Gallery Site Project Team, 8 August 1995. Present were Rob Dally, Tony Preston, Simon Markham, John Dryden, Neil Carrie, Neil Roberts, Gilbert Van Schaijik, Noeline Halstead.

Minutes of Meeting of Art Gallery Site Project Team, 10 August 1995.
Ranking of possible sites for new art gallery.

Letter from Stephen Madigan (Windsor Central Ltd) to Rob Dally, 9 August 1995.
Regarding their discussion around site purchase of the Sheraton site.

Site for New City Art Museum (Draft report for discussion), 15 August 1995.

Christchurch City Council fax from Gilbert Van Schaijik to Tony Preston, 15 August, 1995.
Contains Site for New City Art Museum (draft report for discussion).

Minutes of Meeting of Art Gallery Site Project team, 15 August 1995.
Discussion of draft report.

New City Art Museum Report from Art Gallery Site Project Team, 16 August 1995. To be considered at Property Subcommittee meeting on 18 August 1995.

Minutes of a Meeting of the Property Subcommittee on 18 August 1999.
Art Gallery Site Project Team presented.

Letter from Ernst and Young to Rob Dally, 24 August 1995.
Hotel projections for development in Christchurch.

Dunedin City Council fax from Mark Garden to Neil Roberts, 24 August 1995.
Feasibility study of siting options for Dunedin Public Art Gallery.

One page photocopy of the Dunedin Art Gallery Floor Plan [undated].

Property Subcommittee Agenda, 28 August 1995.

Minutes of the Property Subcommittee, 28 August 1995.
Regarding sites for the new art gallery.

Minutes of Art Gallery Site Project Team Meeting, 28 August 1995.
Regarding sites for the new art gallery.

Folder: 5c
September – December 1995

1995/96 Annual Plan Submissions – Art Gallery Issues, 4 September 1995.

Christchurch City Council memo from Gilbert van Schaijik to Property Subcommittee, 11 September 1995.
Current situation on land for new Christchurch Art Gallery.

Letter from David Close to J.W. Henery, 13 September 1995.
Regarding an earlier letter about proposed sites for the new art gallery.

Property Subcommittee Agenda, 14 September 1995.

Minutes of the Property Subcommittee, 14 September 1995.
Update from Art Gallery Site Project Team.

Christchurch City Council memo from Property Manager to Art Gallery Site Project Team, 18 October 1995.

Outlining purposes of Art Gallery Site Project Team.

Christchurch City Council memo from Jim Williamson to Tony Preston and relevant parties, 19 October 1995.

Asking for an enhancement projects update on the new Art Gallery.

Christchurch City Council memo from Gilbert van Schaijik (Property Projects Manager) to Art Gallery Site Project Team, 1 November 1995.

Update on progress of Sheraton site.

Christchurch City Council memo from Rob Dally to Environmental Administrative Manager (copy to Tony Preston), 15 November 1995.

Regarding Sheraton site for art gallery.

Projects and Property Committee Seminar Agenda, 16 November 1995.

Includes memo from Gilbert van Schaijik to Jim Williamson updating him on new art gallery project.

Robert McDougall Art Gallery fax from Tony Preston to Sir Miles Warren, 18 October 1995. Statement about inadequacies of the current gallery attached.

Christchurch City Council memo from Melinda Smith (Environmental Services) to Rob Dally, 4 December 1995.

Regarding Proposed City Plan regulations in regard to having art gallery on Sheraton site.

Box: 6
1996

Folder: 6a
January – June 1996

Draft Proposed Art Precinct development, [early 1996].
Information looking for Commercial Partner to joint development Sheraton site for new art gallery.

Proposed Art Precinct Development, [early 1996].
Brochure looking for Commercial Partner to joint development Sheraton site for new art gallery.

The Struggle for Recognition 1969-1996, a new gallery for Christchurch, [undated, c.1996].
Collection of reports and media clippings of the history of the need for a new gallery.

Information on Dr Richard Steckel [American marketing consultant] given to Tony Preston from Jonathon Fletcher, 25 January 1996.

In Committee 2-site options [undated].
Information on Sheraton site and Postal Centre site for new art gallery; including costing.

Site objectives [undated].
One sheet of paper examining discussing site objectives, including space requirements.

Map of central Christchurch with possible sites for art gallery highlighted in blue [undated].

Christchurch City Art Museum Minutes, 22 January 1996. Present were Gilbert van Schaijik, Neil Carrie, John Dryden, Neil Roberts, Tony Preston, Rob Dally.
Discussion on sites for new gallery.

A3 map of Sheraton site prepared by Pepper Dixon Architects, February 1996.

Christchurch City Council Art Museum Site Study by Pepper Dixon Architects, 14 March 1996.
Report looking in detail at Sheraton and CSA sites.

Typed speech by Tony Preston to Trustbank Canterbury Board, March 1996.
Includes annotations by Preston, images of slides used and photocopy of Proposed Art Precinct Development brochure.

Christchurch City Council fax from Gilbert van Schaijik to Chris Brocket, 21 March 1996.
Draft of a letter to Trustbank Canterbury including a feasibility study.

Letter from Gilbert van Schaijik to Trustbank Canterbury Community Trust, 22 March 1996.
Regarding Trustbank Canterbury working in partnership on Sheraton site.

Bringing Art and People Together: A strategic plan for the Robert McDougall Gallery by Rex Harrison and Dr. R. Smith, 15 April 1996.

Christchurch City Council memo from Mike Richardson to Tony Preston, 6 May 1996.
Establishing external funding figures for new art gallery.

Christchurch City Council memo from Neil Roberts to all Gallery Staff, 5 June 1996.
Asking staff to check space allocation in their areas for new gallery.

Christchurch City Council memo from Maurice Smith (Parking Operations Manager) to Rob Dalley, 7 June 1996.
Asking that current parking on Sheraton Site be retained when becomes art gallery.

fax from Andrew Clegg to Amanda Gregan, 19 June 1996.
Regarding sponsorship opportunities for new gallery.

Christchurch City Council memo from Tony Preston to All Staff, 20 June 1996.
Reminder for staff to submit details on their areas for the new art gallery.

Folder: 6b
July – December 1996

Draft conservation considerations for the new art gallery in Christchurch by Lynn Campbell, 16 July 1996.

Detailed report covering light, humidity, temperature and air pollution.

Folder from Ray Sleeman (Deloitte Touche Tohmatsu) to Tony Preston, 21 July 1996.
Information on 1966 architectural competition for Christchurch Town Hall; excerpts from *Leisure Management* magazine 1990, 1992, May and July 1995.

Dunedin Public Art Gallery fax from Doreen Whiston to Margaret Grimes, 23 July 1996.
Regarding their design brief [not attached].

Christchurch City Council Notice of Meeting and Agenda from Albert Louman, 1 August 1996.
Status report on land and building.

Letter from Ted Bracey (Head of School of Fine Arts) to Tony Preston, 2 August 1996.
Congratulating him on persuading the council to build a new art gallery.

Christchurch City Council memo from R.A. Lineham to Councillors Close and Moore, Tony Preston, Anthony Wright, 18 November 1996.
Interview text of Sir Neil Cussons (British Science Museum) regarding admission fees.

fax from Major Projects to Art Gallery, 25 November 1996.
Information on preparing a project brief.

Typed 18 page transcript regarding thoughts on new art gallery [author unknown], 1996.

Box: 7
January – September 1997

Folder: 7a
January – June 1997

Christchurch City Council memo from Alex Davis (Fundraising Co-ordinator) to Jim Williamson, Paul Melton, Albert Louman, Tony Preston, Amanda Gregan, 6 January 1997. Christchurch Art Gallery fundraising budget restructuring.

Christchurch City Council memo from Parking Operations Manager to Major Projects [copy to Tony Preston], 15 January 1997.
Regarding parking on new art gallery site.

Photos of signing of Gallery site dedication, 23 January 1997.
Includes Tony Preston, Vicki Buck, [Trustbank Canterbury representative].

Christchurch Art Gallery [author and date unknown].
Four page typed document outlining new art gallery with sections including Background; Present Facility; Future Facility – the role and function; Purchase of the Site.

Christchurch Art Gallery monthly report by Albert Louman and Tony Preston, 26 January 1997.

Brief Definition Phase New Art Gallery Project, 19 February 1997.
Proposal from Carson Group on how to manage this phase.

Christchurch City Council fax from Lyall Matchett to [Tony Preston], 20 February 1997.
Financial Provision for new art gallery.

Christchurch City Council memo from Paul Melton (Financial Planning) to Albert Louman (Major Projects), 27 March 1997.
Regarding project brief funds.

The Strategic Development of the Future Christchurch Art Gallery by Opinion Market Research Ltd, March 1997.

Proposal to Manage the Brief Definition Phase of the Christchurch Art Gallery Project, 7 April 1997.

Christchurch City Council fax from Albert Louman to Tony Preston, 8 May 1997.
Contains request from City Design to manage the art gallery project.

Newspaper clipping from *The Press* "Budget for gallery 'vital'", 20 May 1997.
David Close says new gallery needs to be completed within budget.

Project Terms of Reference and Brief Definition Phase Meeting No. 1 Agenda, 22 May 1997.
Sent to Christchurch Art Gallery Project Team members.

Christchurch Art Gallery Meeting No. 1 Minutes, 30 May 1997.
Looking at Terms of Reference.

Article from *North and South* magazine, 3 June 1997.
Interview with Cheryl Sotheran regarding Te Papa.

Carson Group memo from Ben Mitchell to Christchurch Art Gallery Project Group, 3 June 1997.
First draft of the Art Gallery Terms of Reference is attached.

Carson Group memo from Ben Mitchell to Christchurch Art Gallery Project Group, 4 June 1997.

Notification of meeting on 5 June 1997.

Christchurch Art Gallery Meeting No. 2 Minutes, 5 June 1997.

Review of draft Terms of Reference document.

Carson Group memo from Ben Mitchell to Christchurch Art Gallery Project Group, 9 June 1997.

Attached is the second draft of the Terms of Reference document.

Letter from Gilbert van Schaijik to Tony Sewell (Ngai Tahu Properties), 17 June 1997.

Asking if Ngai Tahu plan to use postal centre in Hereford Street as a car park.

Carson Group memo from Ben Mitchell to Department Heads at Robert McDougall Art Gallery, 18 June 1997.

Agenda for Brief Definition Workshop meeting to evaluate functional needs of new art gallery. Detailed Functional Requirements document attached. .

Letter from Ngai Tahu Property to Gilbert van Schaijik, 23 June 1997.

Informing him that use of postal centre site has not been determined at this stage.

Christchurch City Council memo from Kevin Roche to Tony Preston, Rob Dally, Errol Waller, Sue Sutherland, 30 June 1997.

Community Services Committee agenda which includes Conservation Programme for art gallery

Carson Group Christchurch Art Gallery Progress Report, June 1997.

Folder: 7b

July – September 1997

Description of their ideas for the new art gallery by Tony Preston and Neil Roberts, 14 July 1997.

Robert McDougall Art Gallery memo from Tony Preston to Mike Calvert (Transport Planning Engineer), 17 July 1997.

Regarding report on underground parking at the new art gallery.

Robert McDougall Art Gallery memo from Tony Preston to David Close, Margaret Murray, Pat Harrow, Barbara Stewart, Graham Condon, 28 July 1997.

Contains report on Conservation and framing needs at the Robert McDougall Art Gallery.

Newspaper clipping from *The Press*, 30 July 1997.

Asking for public consultation into the Functional Design Brief for the new art gallery.

Typed copy of the notice of public consultation into the Functional Design Brief for the new art gallery to be given to Friends and supporters of the Gallery, late July 1997.

Carson Group Christchurch Art Gallery Progress Report, July 1997.

Christchurch City Council fax from Albert Louman to Tony Preston, 1 August 1997.

Encloses a copy of the report on Terms of Reference prepared for new art gallery.

Draft Terms of Reference information completed by Property Unit, 1 August 1997.

Newspaper clipping from *Christchurch Star* "Post centre tipped for airport site", 13 August 1997.

Regarding future possible use of Hereford Street Postal Centre.

Newspaper clipping from *The Mail* "Last opportunity for public say in gallery", 14 August 1997.
Public submissions to functional design brief close 1 September 1997.

Letter from Andrew Barclay to Tony Preston, 20 August 1997.
Regarding attending recent presentation of Art Gallery projects by Andrew Andersons.
Photocopy of articles from *Monument 15*; *Art and Australia* volume 34, no.2; Curriculum Vitae for Peddle Thorp and Walker.

Letters to the Editor in *The Press* from Don Peebles, 26 August 1997; Mark Stocker and Michael G. Collins, 28 August 1997.
Regarding Vicki Bucks comments on family friendly art gallery.

Carson Group memo from Ben Mitchell to Tony Preston, 27 August 1997.
Regarding draft functional data sheets folder. Includes phone list of contacts relating to gallery project.

Newspaper clipping from *Christchurch Star* "A place of respite from kids?", 28 August 1997.
Mayor Vicki Buck wants new art gallery to be fun and interactive for children.

Christchurch City Council memo from Tony Preston to Art Gallery Staff, 28 August 1997.
Regarding workshop on security risks relating to new gallery.

Carson Group Christchurch Art Gallery Progress Report, August 1997.

Invitation for public contribution to the brief development process for the new Christchurch Art Gallery, [September 1997].
Detailed document outlining project to date [annotated by Tony Preston].

fax from Wing Commander D.A. Proven (Royal New Zealand Air Force Museum) to Tony Preston and Albert Louman, 1 September 1997.
Comments on the Art Gallery Brief.

fax from Paddy Austin [The Arts Centre] to Tony Preston, 1 September 1997.
Comments on the Art Gallery Brief.

Document transmittal from Ben Mitchell to Christchurch Art Gallery Project Group, 1 September 1997.
Two large plans of the art gallery site [D.7250/1 and D.7250/2].

Carson Group memo from Ben Mitchell to Grant Wilkinson, Tom Dixon, Frank Stoks, Ian Ensor, Mel Pedersen, Peter Eggleton, Sean Sweeney, Neil Roberts, 3 September 1997.
Regarding workshop on security risks relating to new gallery and gallery tour.

Newspaper clipping from *Christchurch Star* "Decision disappoints art gallery director", 3 September 1997.
Council decides to review draft Terms of Reference as new building not seen as child friendly.
"Councillors at odds over gallery car parking", 3 September 1997.
Gallery will have underground car park with 265 car parks.

Carson Group memo from Ben Mitchell to Christchurch Art Gallery Project Group, 3 September 1997.
Draft of Functional Inter-relationship diagrams and Process Flow diagrams.

Printout from www.museum-security.org/ "Thieves steal Antwerp museums' only Van Gogh", 5 September 1997.

Carson Group memo from Ben Mitchell to Christchurch Art Gallery Project Group, 9 September 1997.

Christchurch Art Gallery Risk Assessment and Indicative Protective Services Brief by Stoks Limited attached. Draft document completed after workshop on security risks.

Carson Group memo from Ben Mitchell to Christchurch Art Gallery Project Group, 10 September 1997.

Functional Inter-relationship and Process Flow Diagrams after review with Art Gallery staff attached.

Letter from Richard Austin (The Community Trust) to Tony Preston, 10 September 1997. Regarding incorrect point in Terms of Reference document.

Robert McDougall Art Gallery memo from Tony Preston to selection of Councillors and Christchurch Art Gallery Project Group.
Notification of meeting to revisit Terms of Reference document.

Letter from Tony Preston to Mike Moore, 11 September 1997.
Asking for comment on the Draft Brief.

Letter from Tony Preston to Mike Moore, 11 September 1997.
Asking for comment on the draft brief [annotated].

Letter from Tony Preston to Jenny Shipley, 11 September 1997.
Asking for comment on the Draft Brief.

Robert McDougall Art Gallery memo from Lynn Campbell to Tony Preston, 12 September 1997.
Attached are emails regarding environmental considerations in storage areas from other museums.

Meeting minutes for New Gallery Site Fence, 17 September 1997.
Discussion around fence to be erected around art gallery site to be decorated by school children.

Box: 8
September – November 1997

Folder: 8a

Carson Group folder of Public Consultation Feedback to the Draft Brief, 17 September 1997.
Copies of 55 responses.

Folder: 8b

Extracts from Responses to Draft Brief [undated].

Letter from Pansy Wong to Tony Preston, 18 September 1997.
Thanking him for Draft Brief.

Sponsorship Database information for Ernst and Young, [25 September 1997].
List of sponsorship options attached.

New Art Gallery – Terms of Reference Agenda, 25 September 1997.
Contains Terms of Reference document from 11 August 1997.

Art Gallery Terms of Reference Meeting minutes, 25 September 1997.

Letter from Albert Louman to Ben Mitchell, 26 September 1997.
Draft monthly financial summary report.

Letter from Peter Millward to Tony Preston, 26 September 1997.
Regarding changing name to Canterbury Art Gallery.

Meeting minutes for New Gallery Site Fence, 27 September 1997.
Discussion around fence to be erected around art gallery site to be decorated by school children. Photocopied photos of area attached.

Towards the new Christchurch Art Gallery – strategic directions, 29 September 1997.
Draft report.

Christchurch City Council memo from Albert Louman to Tony Preston, Neil Roberts, Ben Mitchell, 30 September 1997.
Attached Terms of Reference minutes from 25 September 1997 and his comments on them.

Carson Group Christchurch Art Gallery Progress Report, September 1997.

Newspaper clipping from *Christchurch Star* "Cost soars for city projects: Poor planning blamed" 1 October 1997.
Looking at cost increase in cities Enhancement Projects; including new art gallery.

Letter from Alex Davis to J. Judge (Ernst and Young), 2 October 1997.
Terms of Reference enclosed, asking for meeting time to explore fundraising opportunities.

Carson Group memo from Ben Mitchell to Christchurch Art Gallery Project Group, 23 October 1997.
Regarding Furniture, Fixture and Fittings Budget allowance.

fax from Adair Bruorton to Tony Preston, 27 October 1997.
Regarding progress with the strategic plan.

Carson Group Christchurch Art Gallery Progress Report, October 1997.

Christchurch Art Gallery Brief Definition Meeting minutes, 3 November 1997.
Looking at the needs of children and young people at the new art gallery.

Christchurch Art Gallery FF&E [Furniture, Fixtures and Equipment] Review Meeting minutes, 4 November 1997.
Regarding furniture, fixture and fitting requirements.

Fundraising Plan notice of meeting, 6 November 1997.
Meeting date is 12 November, 1997.

Carson Group memo from Ben Mitchell to Christchurch Art Gallery Project Group, 9 November 1997.
Attached is a paper looking at temperature and humidity control envelopes by Tom Dixon.

Email from Lynn Campbell (Christchurch City Council Children's Advocate) to Albert Louman, 11 November 1997.
Neil Roberts annotated copy of ideas regarding children at art gallery.

Christchurch Art Gallery Brief Definition Project Control Group Meeting No. 8 Minutes, 11 November 1997.
Looking at FF&E [Furniture, Fixtures and Equipment], car park, peer review and value management.

Christchurch Art Gallery Meeting Notes, 12 November 1997.
Meeting of Project Group with Councillor David Close.

fax from Albert Louman to Tony Preston and Ben Mitchell, 12 November 1997.
Annual schedule of Standing Committees and Council meetings for 1998.

Christchurch Art Gallery Draft Development Programme, 12 November 1997.
Timeline 1997 – 2002; prepared by Carson Group.

Christchurch Art Gallery Museum Environment Control Range Meeting Minutes, 13 November 1997.
Looking at temperature and humidity in new art gallery.

Extracts from Responses to Draft Brief, 17 November 1997.
Tony Preston's annotated copy.

Carson Group memo from Ben Mitchell to Tony Preston, Albert Louman, Sean Sweeney, 17 November 1997.
Regarding project cash flow options for Strategy and Resources committee.

Carson Group memo from Ben Mitchell to Albert Louman, Tony Preston, Peter Eggleton regarding upcoming meeting on car parking, 19 November 1997.

Carson Group memo from Ben Mitchell to Albert Louman, Tony Preston, Peter Eggleton, Sean Sweeney, 20 November 1997.
Draft Delivery Options Report attached.

Carson Group memo from Ben Mitchell to Albert Louman, Tony Preston, Peter Eggleton, Sean Sweeney, 20 November 1997.
Draft report on underground car parking costs attached.

Christchurch Art Gallery Review of Car park Options and Delivery Options Meeting minutes, 21 November 1997.

Christchurch Art Gallery Functional Area Summary, 21 November 1997.
Gallery spaces itemised by square metre.

Carson Group memo from Ben Mitchell to Albert Louman, Tony Preston, Sean Sweeney, 25 November 1997.

Brief Document Distribution list attached to be added to.

Newspaper clipping from *The Press* "Will we ever get a new art gallery?", 25 November 1997.
John Coley writes about his fears of gallery project put on back burner.

Faxed copy of letter from [Carson Group] to Ken Gorbey, 26 November 1997.
Asking if he can carry out peer review of the draft brief and listing terms of reference.

fax from Tony Preston to Carson Group, 26 November 1997.
Attached is list of Councillors for the distribution list.

fax from Albert Louman to Ben Mitchell, 28 November 1997.
Commenting on terms of reference for peer review terms of reference.

Carson Group memo from Ben Mitchell to Christchurch Art Gallery Project Group, 28
November 1997.
Regarding workshop on 11 December 1997 to review the Draft Brief.

Carson Group memo from Ben Mitchell to Albert Louman and Tony Preston, 28 November
1997.
Letter to Ken Gorbey regarding Peer Review Terms of Reference attached.

Carson Group memo from Vikki Kenyon to Albert Louman and Tony Preston, 28 November
1997.
Distribution lists for Functional Design Brief and Value Management Workshop.

Box: 9
November – December 1997

Folder: 9a

Christchurch Art Gallery Draft Functional Design Brief, 28 November 1997.
Detailed report on all aspects of Christchurch Art Gallery, asking for comments.

Folder: 9b

Document Transmittal from Ben Mitchell to Tony Preston, 1 December 1997.
Distribution list.

Carson Group memo from Ben Mitchell to Christchurch Art Gallery Project Group, 1 December 1997.
Confirming venue for Value Management Workshop.

Carson Group memo from Ben Mitchell to Albert Louman and Tony Preston, 3 December 1997.
Iwi and Runanga consultation for Draft Functional Brief.

Carson Group memo from Ben Mitchell to Christchurch Art Gallery Project Group, 4 December 1997.
Agenda for Value Management Workshop.

Letter from Ben Mitchell to Councillor Garry Moore, 8 December 1997.
Invitation to participate in Value Management Workshop.

fax from Ben Mitchell to Christchurch Art Gallery Project Group, 11 December 1997.
Preliminary assessment of draft Functional Brief by Ken Gorbey.

Report of Value Management Workshop, 11 December 1997.
Details of workshop that looked at Draft Design Brief; opportunity for peer review; reduce cost; test boundaries of project; improve value.

Christchurch Art Gallery Brief Definition Project Control Group Meeting No. 9 Minutes, 12 December 1997.
Reviewing of outcomes of Value Management Workshop and Peer Review.

Carson Group memo from Ben Mitchell to Albert Louman, Tony Preston, Sean Sweeney, 14 December 1997.
Regarding commercial return opportunities at new art gallery.

Carson Group memo from Ben Mitchell to Albert Louman, Stuart Woods, Tony Preston Sean Sweeney, 15 December 1997.
Regarding public parking study draft proposal.

Christchurch City Council memo from Albert Louman to Jan White (Financial Services (Christchurch City Council), 19 December 1997.
Regarding Christchurch Art Gallery budget section of Draft 1998/99 Annual Plan.

Carson Group memo from Ben Mitchell to Albert Louman, Tony Preston, Chris Brocket, Sean Sweeney, 22 December 1997.
Proposal from Retail Consulting Group regarding commercial assessment of retail opportunities for art gallery.

fax from Chris Brocket to Ben Mitchell, 23 December 1997.
His comments regarding Retail Consulting Group.

Carson Group fax from Ben Mitchell to Albert Louman and Tony Preston, 23 December 1997.
Retail Consulting Group appointment letter attached.

Carson Group Christchurch Art Gallery Progress Report, November and December 1997.

Box 10
January 1998

Folder: 10a

Carson Group fax from Ben Mitchell to Tony Preston, Albert Louman, Sean Sweeney, 7 January 1998.

Regarding Retail Consulting Group questions for upcoming meeting.

Carson Group memo from Ben Mitchell to Albert Louman, Tony Preston, Sean Sweeney, 8 January 1998.

Draft development programme Rev 6 attached.

Memo from Alex Davis to Amanda Gregan, 8 January 1998.

Tendering process as part of fundraising.

Christchurch Art Gallery Commercial Return Review Meeting minutes, 8 January 1998.
Reviewing information sought by Retail Consulting Group.

Christchurch City Council memo from Jude Pani to Albert Louman, 12 January 1998.
Audit New Zealand Draft Management Reports. Neil Roberts annotated copy.

Christchurch City Council memo from Jude Pani to Albert Louman, 12 January 1998.
Audit New Zealand Draft Management Reports. Tony Preston's annotated copy.

Progress Review Report by Retail Consulting Group, 14 January 1998.
Looking at retail opportunities in Christchurch Art Gallery.

Carson Group memo from Ben Mitchell to Tony Preston, Albert Louman, Sean Sweeney, 15 January 1998.

Inclusion of art gallery programme into Functional Brief.

Christchurch Art Gallery Commercial Return Review Meeting minutes, 15 January 1998.
Reviewing progress by Retail Consulting Group.

Carson Group memo from Ben Mitchell to Christchurch Art Gallery Project Group, 16 January 1998.

Updated project contact list.

Christchurch City Council memo from Albert Louman to Financial Services, 16 January 1998.
Amendments to Christchurch Art Gallery section of Draft 1998/99 Annual Plan.

Christchurch City Council memo from Rob Dally to Gilbert van Schaijik, Peter Wills, Harry Ipenburg, Dave Hinman, Nick Chapman, Alex Davis, 19 January 1998.

Review process for future of Robert McDougall Art Gallery.

Carson Group memo from Ben Mitchell to Albert Louman, Tony Preston, Sean Sweeney, 21 January 1998.

Draft Delivery Options Report for Christchurch City Council attached.

Carson Group fax from Ben Mitchell to David Close, 22 January 1998.

Draft Delivery Options Report for Christchurch City Council attached.

Christchurch City Council fax from Mike Calvert to Tony Preston, 22 January 1998.

Car parking needs at Christchurch Art Gallery.

Christchurch City Council fax from Lyaal Matchatt to Tony Preston, 22 January 1998.

Projections of increased operating costs associated with new gallery.

Robert McDougall Art Gallery fax from Ronnie Kelly to Don McKenzie (Traffic Design Group), 23 January 1998.

Regarding parking considerations in new art gallery.

Invoice from Chris Brocket to Christchurch City Council re Art Gallery Project, 26 January 1998.

Fee for attendance of ten meetings.

Carson Group fax from Ben Mitchell to Tony Preston, Albert Louman, 27 January 1998. Proposed gallery programme section of Functional Brief. Tony Preston's annotated copy.

Carson Group fax from Ben Mitchell to Tony Preston, Albert Louman, 27 January 1998. Proposed gallery programme section of Functional Brief. Neil Roberts' annotated copy.

Retail Consulting Group fax from Dave Butler to Ben Mitchell, 27 January 1998.

Draft of Executive Summary of retail opportunities at new gallery.

Folder: 10b

Progress Review Report by Retail Consulting Group, 28 January 1998.

Looking at retail opportunities in Christchurch Art Gallery.

Carson Group memo from Ben Mitchell to Tony Preston, 29 January 1998.

Revised Programme section of Functional Brief for final review.

Christchurch City Council fax from Albert Louman to Ben Mitchell, 30 January 1998.

First draft of the Strategy and Resources Committee Report for 16 February.

Carson Group memo from Ben Mitchell to Albert Louman, 31 January 1998.

Input into report to Strategy and Resources Committee.

Carson Group fax from Ben Mitchell to Albert Louman, Tony Preston, 31 January 1998.

Delivery Options Report Rev 2 attached.

Christchurch Art Gallery Delivery Options Report, 31 January 1998.

Carson Group Christchurch Art Gallery Progress Report January 1998.

Folder: 10c

Christchurch Art Gallery Functional Design Brief, 2 February 1998.

Box: 11
February – June 1998

Folder: 11a

Strategy and Resources Committee Report by Albert Louman, Tony Preston, Alex Davis, 2 February 1998.

Strategy and Resources Committee Monthly Report by Albert Louman, Tony Preston, 2 February 1998.

Christchurch City Council memo from David Close to Tony Preston, 3 February 1998.
Regarding Delivery Options Report and funding allocation.

Carson Group fax from Ben Mitchell to Lynn Campbell (Children's Advocate), 3 February 1998.

Revised Functional Brief attached with focus on children and families.

Letter from Graham Bennett to Tony Preston, 3 February 1998.
Suggestions for the process of building the new gallery.

Christchurch City Council fax from Albert Louman to Tony Preston, 4 February 1998.
Final Agenda Paper for Strategy and Resources Committee Meeting.

Letter from Tony Preston to Mark Stocker, 9 February 1998.
Regarding a planned announcement by the Friends' Action Committee.

Christchurch City Council fax from Albert Louman to Strategy and Resources Committee Secretary, 10 February 1998.
February report attached.

Letter from Audrey M. Parker to Mark Stocker, 17 February 1998.
Names for McDougall list.

Carson Group memo from Ben Mitchell to Christchurch Art Gallery Project Group, 17 February 1998.
Retail Consulting Group Commercial Report with revised Executive Summary attached.

Carson Group memo from Ben Mitchell to Christchurch Art Gallery Project Group, 17 February 1998.
Regarding difference in retail opportunities noted in final brief from Retail Consulting Group.

Draft Parking Assessment Study for Christchurch Art Gallery Project, 19 February 1998.
Authored by Traffic Design Group.

Letter from Tony Preston to Cheryll Sotheran, 24 February 1998.
Congratulations on opening of Te Papa Tongarewa.

Carson Group memo from Ben Mitchell to Albert Louman, 24 February 1998.
Review of Stuart Woods' Draft Paper on art gallery parking.

Christchurch Art Gallery Meeting minutes, 25 February 1998.
Reviewing Retail Consulting Group Commercial Report.

Email from Jonathan Fletcher to Dennis Morgan regarding art gallery parking, 26 February 1998.

Christchurch Art Gallery Car Parking Meeting minutes, 26 February 1998.
Regarding number of car parking spaces.

fax from Malcolm Ott to Tony Preston, 26 February 1998.
Sending his apologies for Friday night function.

fax from John Coley to Tony Preston, 27 February 1998.
Sending his congratulations and apologies as unable to attend function.

Folder: 11b

Letter from David Close to Brian Priestley (*Christchurch Star*), 2 March 1998.
Responding to his recent column in the paper.

Art Gallery Parking report by Stuart Woods, 2 March 1998.
Updated version with new recommendations.

Email from Zena Cooper to Gilbert van Schaijik, 3 March 1998.
To determine if he will be attending car parking meeting.

Letter from Peter Mills (Cowey Mills & Co. Ltd) to Tony Preston, 4 March 1998.
Extract from *Melbourne Herald* from 9 February 1998 and news release from Premier of Victoria.

fax from Traffic Design Group to Albert Louman, 5 March 1998.
Executive summary of Art Gallery Car Parking report.

Christchurch City Council memo from Julie Sadler to relevant Christchurch City Council staff,
5 March 1998.
Copy of Art Gallery Parking report for 1998 Strategy and Resources Committee Meeting.

Letter from Tony Preston to Laura van Haven, 5 March 1998.
Thanking her for her submission in support of 320 car spaces at the new gallery.

Letter from Tony Preston to Paddy Austin, 5 March 1998.
Thanking her for her submission in support of 320 car spaces at the new gallery.

Expression of Interest from Wood/ Marsh Pty Ltd Architecture, Pels Innes Neilson Kosloff Pty
Ltd, 5 March 1998.
Curriculum Vitae information.

Carson Group memo from Ben Mitchell to Christchurch Art Gallery Project Group, 11 March
1998.
Regarding letter from Retail Consulting Group and their concerns of sustainability of two food
and beverage facilities.

West on Worcester Group submission to Strategy and Resources Committee regarding
parking requirements, 16 March 1998.

Letter from Roger Wood (Wood/ Marsh Pty Ltd Architecture, Pels Innes Neilson Kosloff Pty
Ltd) to Tony Preston, 18 March 1998.
Thanking him for meeting with the company.

Notice of Meeting to selection Project Manager for Christchurch Art Gallery, 19 March 1998.
Project Manager job description attached.

Letter from Ken Gorbey to Albert Louman, 20 March 1998.
Peer Review Report attached.

Carson Group memo from Ben Mitchell to Albert Louman, Tony Preston, Stuart Woods, John Dryden, Maurice Smith, Tony Penny, 25 March 1998.
Regarding change in car parking space provision.

Carson Group Christchurch Art Gallery Close-out Report, March 1998.
Covering the brief definition project.

Christchurch City Council memo from Albert Louman to David Close, Ron Wright, Chris Brocket, Tony Preston, 2 April 1998.
Short list of possible project managers with requested comments.

Carson Group memo from Ben Mitchell to Albert Louman, 6 April 1998.
Architectural competition questions; annotated by Tony Preston.

Christchurch City Council memo from Albert Louman to David Close, Ron Wright, Chris Brocket, Tony Preston, 7 April 1998.
Suggestions on how to select Project Manager.

Christchurch City Council memo from Albert Louman to David Close, 14 April 1998.
Information on selecting art gallery design.

Letter from M.K. Robertston to Paddy Austin, 14 April 1998.
Application for speaking rights regarding art gallery car parking granted at next Christchurch City Council meeting.

fax from Lois Watson (*Christchurch Star*) to Tony Preston, 16 April 1998.
Annotations by Tony Preston of an upcoming article in paper.

fax from Paddy Austin to Tony Preston, 20 April 1998.
fax from K.R. Barker attached regarding need for car parking in cultural precinct.

Strategy and Resources Committee Meeting Minutes, 14 April 1998.
Regarding new art gallery design and car parking.

Paddy Austin's submission to Christchurch City Council meeting, 21 April 1998.
Regarding car parking in cultural precinct.

Christchurch City Council memo from Maurice Smith to Tony Preston, 21 April 1998.
Regarding economic assessment of art gallery car parking.

Christchurch City Council memo from Albert Louman to David Close, 22 April 1998.
Estimated cost of running a two-stage architectural competition for new art gallery.

Christchurch City Council memo from Albert Louman to David Close, Ron Wright, Chris Brocket, Tony Preston, 23 April 1998.
Selection of Project Manager.

Christchurch City Council memo from Albert Louman to David Close, Ron Wright, Chris Brocket, Tony Preston, 23 April 1998.
Modification of 7 April memo on how to select a Project Manager.

Folder: 11c

Draft New Christchurch Art Gallery Specification for the Provision of Project Management Services, 4 May 1998.
Detailed description of job.

Robert McDougall Art Gallery memo from Tony Preston to All Staff, 10 May 1998.

Notes from Bronwyn Simes (Manager Tory Street Project) from Te Papa on museum relocation issues.

Letters to Octa Associates Ltd; Carson Group; Arrow International from Albert Louman, 14 May 1998.

Enclosed is project management consultant tender documentation.

Christchurch Art Gallery Development Programme Time line, 22 June 1998.

Christchurch Art Gallery Meeting No. 1 Draft Agenda, 22 June 1998.

To establish the architectural competition framework.

Carson Group memo from Ben Mitchell to Albert Louman, John Hunter, Tony Preston, Chris Brocket, Sean Sweeney, 23 June 1998.

NZIA comment on architectural competition for Christchurch Art Gallery.

Christchurch Art Gallery Project Control Group Meeting No. 1 Minutes, 26 June 1998.

Establishment of process for architect selection.

Newspaper clipping from *The Press*, 4 July 1998.

Invitation to participate in the Christchurch Art Gallery Architectural Competition Stage One.

Newspaper clipping from *The Press*, 4 July 1998.

Copy given to Neil Roberts from Tony Preston with new final date for entries of 28 August noted.

Notice of meeting, 7 July 1998.

Purpose of meeting to inform David Close on progress of gallery competition.

Christchurch City Council fax from Kay Carston to Tony Preston, 10 July 1998.

Amended press release relating to art gallery competition attached.

Report from the Director – Progress on the new Christchurch Art Gallery by Tony Preston [early July].

Announcement of Carson Group reappointed as Project Managers; details on architectural competition; Information Pavilion on building site.

Christchurch Art Gallery Architectural Competition Briefing Meeting Minutes, 8 July 1998.

Briefing to David Close.

Christchurch City Council fax from Kay Carson to Tony Preston, 10 July 1998.

Final version of media release regarding nationwide architectural competition for art gallery.

Letter from John Hunter to Competition Entrants, 15 July 1998.

Detailed information on architectural competition stage one attached.

Robert McDougall Art Gallery fax from Tony Preston to Rodney Wells, 20 July 1998.

Advertisement of architectural competition.

Robert McDougall Art Gallery fax from Tony Preston to Roger Wood, 21 July 1998.

Advertisement of architectural competition.

Christchurch Art Gallery Architectural Competition Panel Meeting Minutes, 21 July 1998.

Confirmation of panel members and procedure to follow.

Letter from John Hunter to Competition Entrants, 22 July 1998.

Notice No. 2. New 'clean' copy of sheet from Appendix 2 obscured in first copy.

Carson Group memo from Ben Mitchell to John Hunter, Tony Preston, Tom Dixon, 28 July 1998.

Christchurch Art Gallery Architectural Competition questions and answers for review.

Letter from John Hunter to Competition Entrants, 29 July 1998.

Notice No. 3. Further instructions and answers to questions received prior to closing date.

Media Release from Kay Carston to Chief Reporter, 30 July 1998.

Announcement of selection panel for Christchurch Art Gallery Architectural Competition.

Letter from John Coley to Vicki Buck, July 1998.

Expressing concern about selection panel for Christchurch Art Gallery Architectural Competition.

Robert McDougall Art Gallery fax from Tony Preston to David Close and Ben Mitchell, 30 July 1998.

Forwarding of letter from John Coley.

Letter from Tony Preston to John Coley, 31 July 1998.

Reassuring him that there is an artist on the panel competition – Cath Brown.

Christchurch Art Gallery Architectural Competition; Stage One Guidelines, July 1998.

35 page folder containing detailed information on competition.

Carson Group Christchurch Art Gallery Progress Report, July 1998.

Box: 12
July – December 1998

Folder: 12a

Email from Bruce Moher regarding budget carry forwards from 1997/98, 4 August 1998.

Assessors Notes from Tom Dixon, 5 August 1998.
Suggestions for the assessment process.

Email from John Hunter to Mike Richardson, 5 August 1998.
Regarding Anna Crighton's request to be on competition jury panel.

Carson Group fax from Ben Mitchell to John Hunter, 10 August 1998.
Copy of the draft assessor's notes by Tom Dixon.

Christchurch Art Gallery Project Control Group Meeting No. 3 Minutes, 11 August 1998.
Update on architectural competition.

Letter from Albert Louman to Ken Gorbey, 19 August 1998.
Offering position of technical advisor to Christchurch Art Gallery architectural competition.

Carson Group memo from Vikki Kenyon to Architectural Panel Group, 19 August 1998.
Copy of the Agenda, Assessor's Guidelines and Architectural Competition Stage 1 Guidelines [not attached].

Letter from John Hunter to Competition Entrants, 19 August 1998.
Notice No. 4. Competition requirements.

Letter from John Hunter to Competition Entrants, 20 August 1998.
Notice No. 5. Amendment to previous competition requirements.

Christchurch Art Gallery Architectural Competition Jury Panel Meeting No. 1 Agenda, 20 August 1998.

Christchurch Art Gallery Architectural Competition Jury Panel Meeting Minutes, 24 August 1998.
Briefing of Jury on competition process.

Carson Group Christchurch Art Gallery Progress Report, August 1998.

Newspaper clipping from *Christchurch Star* "Gallery design attracts 91 entries", 2 September 1998.
Regarding competition format.

Email from Margaret Grijns to Kay Carston, 10 September 1998.
Asking for correction to be made in *The Press* regarding display of architectural entries.

Christchurch Art Gallery Project Control Group Meeting No. 4 Minutes, 11 September 1998.
Update on architectural competition.

Letter from John Hunter to Daryl Maguire (Deputy Chair NZIA) 14 September 1998.
Explaining that all competition entries will be shown following the announcement of the successful architect.

fax from Tom Dixon to Daryl Le Grew, Tony Preston, Albert Louman, 14 September 1998.
Draft letter outlining the final selection of five architectural submissions to proceed to stage two of the competition.

Christchurch Art Gallery Architectural Competition Architect's Services – Request for Proposal, 15 September 1998.

Letter from Peter Chudleigh to Christchurch Art Gallery Assessors Panel, 15 September 1998.

Invitation to architectural debriefing for Stage Two of the design competition.

Email from John Hunter to Tony Preston, 16 September 1998.

Regarding NZIA Canterbury request to exhibit architectural submissions now.

Christchurch Art Gallery Architectural Competition Debriefing Meeting Minutes, 17 September 1998.

Briefing to representatives of the five selected architectural firms.

Christchurch Art Gallery Architectural Competition Stage Two Guidelines, September 1998.

Letter from Tom Dixon to Tony Preston, 21 September 1998.

Attached are the assessors report and comments made at the verbal briefing to finalists.

Carson Group memo from Peter Chudleigh to Tony Preston, Daryl Le Grew, 22 September 1998.

Architectural competition Stage Two.

Christchurch City Council fax from John Hunter to Tom Dixon, Tony Preston, Ben Mitchell, 23 September 1998.

Regarding positive comments from architects during verbal briefing to finalists.

Carson Group Christchurch Art Gallery Progress Report, September 1998.

Carson Group fax from Peter Chudleigh to Christchurch Art Gallery Assessors Panel, 28 October 1998.

Architectural competition Stage Two process.

Photocopied notes relating to Christchurch Art Gallery, 30 September 1998.

Key activities, target audiences, key messages, communication goals.

Folder: 12b

Christchurch Art Gallery: Architectural Competition entrant questions and answers, 2 October 1998.

Memo from Tom Dixon to Peter Chudleigh, 5 October 1998.

Christchurch Art Gallery: Architectural Competition, stage two entrant questions and answers.

Christchurch Art Gallery Project Control Group Meeting No. 5 Minutes, 13 October 1998.
Update on project.

Christchurch City Council memo from Angus Smith (Property Projects Manager) to Alex Davis, 15 October 1998.

Regarding valuation of Robert McDougall Art Gallery.

Christchurch City Council fax from John Hunter to NZIA, Tony Preston, Tom Dixon, Ben Mitchell, 27 October 1998.

Details on display of 94 entries received for Stage One of the architectural competition.

Carson Group fax from Peter Chudleigh to Christchurch Art Gallery Project Group, 29 October 1998.

Regarding process Stage Two presentations of the architectural competition.

Christchurch Art Gallery Stage Two Agenda, 30 October 1998.

Carson Group Christchurch Art Gallery Progress Report, October 1998.

Questions to Candidates: Buchan Group; Boon Goldsmith; Design Group; Peddle Thorp Barclay; Sir Miles Warren. [undated]
List of typed questions annotated by Tony Preston.

Comments by John Dryden regarding the final five candidates for the architectural competition, 4 November 1998.

Christchurch Art Gallery Project Control Group Meeting No. 6 Minutes, 16 November 1998.
Update on project.

Letter from Norman Barrett to Tony Preston, 19 November 1998.
Regarding three of finalists in the architectural competition having partners in Australia.

Carson Group fax from Peter Chudleigh to Christchurch Art Gallery Project Group, 24 November 1998.
Regarding architect announcement.

Email from PR South to Kay Carston, 24 November 1998.
Quotes from Ross Thomson regarding new gallery in relation to tourism. Also attached email from Amanda Gregan to Kay Carston with statements of support from Strategy Advertising and Versatile Buildings.

Draft information on the need for a new gallery, architectural competition, timeline, press releases and detail on the chosen Buchan design [late November 1998]. Signed off by Tony Preston.

Report on the Competition Panel of Assessors by Tom Dixon, 25 November 1998.

List of the Architectural Competition panel of assessors and advisory members.

Final information on letterhead of the Architectural Design Competition Process.

Final information on letterhead of the Christchurch Art Gallery Project, Background Briefing.

Sheet of information on The Buchan Group.

Christchurch Art Gallery Project Costs signed off by Tony Preston.

DLE sized card of the Buchan Group Design as the winning entry of the Christchurch Art Gallery Competition.

Media release pack of information regarding new gallery design, 25 November 1998.

Carson Group Christchurch Art Gallery Progress Report, November 1998.

The Buchan Group detailed brochure on the company [undated].
Text and images on their architectural projects.

Folder: 12c

The Buchan Group fax from Kit Johnstone to Carson Group, 3 December 1998.
Regarding the textile store area.

Letter from Ernst and Young to JR Mackey (Christchurch City Council), 4 December 1998.

Advise on the most tax effective way of achieving fundraising goals and construction and operation of the Art Gallery.

Robert McDougall Art Gallery fax from Neil Roberts to Kit Johnstone, 7 December 1998.
Regarding space in the Ceramics Collection Store L2 3.04.

Letter from John Leuthart (Museums Aotearoa) to Garry Moore, 7 December 1998.
Congratulations on new Christchurch Art Gallery design.

Letter from Tony Preston to Norman Barrett, 8 December 1998.
Regarding his letter of 19 November 1998 regarding architectural competition.

The Buchan Group architectural drawings Level 1, 9 December 1998.

The Buchan Group architectural drawings Level 2; Basement Level 1; Roof Level; Basement Level 1 cost reduction option E; Plantroom Roof Level, 9 December 1998.

Christchurch City Council fax from John Hunter to *Architecture New Zealand*, Tom Dixon, Ben Mitchell, Peter Chudleigh, Tony Preston, 10 December 1998.
Regarding upcoming publication of design competition in *Architecture New Zealand* magazine.

fax from Tom Dixon to Tony Preston, 11 December 1998.
Information on the Design Competition, Christchurch Art Gallery. Annotated by Tony Preston.

fax from Tom Dixon to Tony Preston, 11 December 1998.
Amended information on the Design Competition, Christchurch Art Gallery.

Christchurch Art Gallery Concept Design Workshop, 14 December 1998.
Introductory meeting to introduce Design Team, provide a debrief on the winning design and commence the Concept Design Phase.

Christchurch Art Gallery Concept Design Workshop Outcomes Report, 15 December 1998.
Detail on the workshop of 14 December 1998.

Printout from the Christchurch City Council website on the four other finalists in the architectural competition and details of the winning design, 18 December 1998.

Folder: 12d

Folder of Art Gallery Design – Staff Comments [possibly mid December 1998].
Includes annotated architectural drawings and written comments.

Box 13
January – July 1999

Folder: 13a

Christchurch Star fax from Annabel Newman to Tony Preston, 20 January 1999.
Regarding an upcoming article about future use of the Robert McDougall Art Gallery.

Letter faxed from Tony Preston to Ian Clark, 26 January 1999.
Regarding display of 94 entries in architectural competition.

Carson Group Christchurch Art Gallery Project Control Group Report, January 1999.

Holmes Fire and Safety Loss Control Report [undated].

Letters to the Editor in *The Press* from Norman Barrett and J.H. Whiteley, 2 February 1999.
Regarding new Christchurch Art Gallery design.

Letter from WM Leamon to Tony Preston, 3 February 1999.
Regarding new Christchurch Art Gallery design.

Newspaper advertisement in *The Press* "Christchurch Art Gallery Competition Debate and Exhibition Opening" 16 February 1999.

Letters to the Editor in *The Press* from M Hargreaves and David Close, 21, 19 February 1999.
Regarding the new art gallery design.

Letter from Tony Preston to Bill Skews (Canterbury Chapter of New Zealand Institute of Architects), 19 February 1999.
Regarding New Zealand Institute of Architects debate on new gallery design. Also copied to Brian Elliott and Beverley McRae of New Zealand Institute of Architects.

Newspaper clipping from *Christchurch Star* "New gallery will look pretty good", 19 February 1999.
Brian Priestley backs the new Christchurch Art Gallery design.

Newspaper clipping from *The Press* "Art-gallery design 'poor quality'", 19 February 1999.
Clarence Aasen unhappy with gallery design.

Letter from Brian Elliott (New Zealand Institute of Architects) to Tony Preston, 22 February 1999.
Regarding debate on new Christchurch Art Gallery design.

Fax cover sheet to Brian Elliot; Ben Mitchell; Beverley McRae from Tony Preston, 22 February 1999.
Blank sheet with nothing attached.

Fax cover sheet to Tom Dixon from Tony Preston, 25 February 1999.
Blank sheet with nothing attached.

Photocopied comments from visitor book at the Christchurch Art Gallery Pavilion, January and February 1999.

Carson Group Christchurch Art Gallery Project Control Group Report, February 1999.

Memo from David Close to Major Projects Coordinator and Art Gallery Director, [late February 1999].

Attaches copies of two Letters to the Editor from *The Press* written by William Leamon (unpublished).

The Buchan Group fax from Rob Patience to Peter Chudleigh, 2 March 1999.
Regarding art gallery car park layout.

Christchurch City Council fax from John Hunter to Ben Mitchell/Peter Chudleigh, 3 March 1999.
Regarding art gallery car park.

Email from Peter Chudleigh to Tony Preston, 5 March 1999.
Asking for confirmation of staff car park spaces needed.

fax from Skews Hey Ussher Architects to Tony Preston, 5 March 1999.
Includes text for advertisement regarding Buchan Group public presentation of their design.

Conservation information from Lynn Campbell, 8 March 1999.
Relates to moving museum collections.

Carson Group memo from Peter Chudleigh to Art Gallery Staff and Christchurch Art Gallery Project Group, 11 March 1999.
Asking for feedback on possible project enhancements.

Copy for Tony Preston of letter from David Close to W.M. Leamon, 12 March 1999.
In response to his letter regarding the new Christchurch Art Gallery design.

Copy for Tony Preston of letter from David Close to John Allison, 12 March 1999.
In response to his letter regarding the new Christchurch Art Gallery design.

Email from John Hunter to Tony Preston, 15 March 1999.
Regarding W.M. Leamon correspondence.

The Buchan Group fax from Kit Johnstone to Tony Preston, 16 March 1999.
Provision for heavy ceiling hung art. Response from Gary Collins.

Copy for Tony Preston of letter from William Leamon, 19 March 1999.
Regarding correspondence to date.

Christchurch City Council fax from John Hunter to Stuart Gardyne (Architecture +) and Ronnie Kelly, 22 March 1999.
Regarding missing entry in competition exhibition on display at Robert McDougall Art Annex.

Letter from Brian Elliot (New Zealand Institute of Architects) to Tony Preston, 24 March 1999.
Regarding public meetings surrounding new Christchurch Art Gallery design.

Copy of Letter from Brian Elliot (New Zealand Institute of Architects) to Tony Preston, 24 March 1999.
Sent to Major Projects, Councillor Close, Carson Group, Buchan Group.

Letter from Garry Moore (Mayor of Christchurch) to Hammond Peak, 25 March 1999.
In response to earlier letter criticising the new Christchurch Art Gallery design.

Rawlinsons fax from Julian Mace to Peter Chudleigh, 29 March 1999.
Regarding savings from deletion of lower basement level and addition cost of extra bluestone.

Carson Group memo from Peter Chudleigh to Andrew Robinson, 29 March 1999.
Regarding having a two level basement car park.

Carson Group Christchurch Art Gallery Project Control Group Report, March 1999.

Folder: 13b

Christchurch Art Gallery Communication Policy, 7 April 1999.
Policy outlining how the Christchurch Art Gallery project will be communicated. Written by Kay Carston.

Letter from Tony Preston to W.M. Leamon, 8 April 1999.
In reply to his earlier correspondence regarding the new Christchurch Art Gallery design.

Letter from W.M. Leamon to Tony Preston, 14 April 1999.
Regarding new Christchurch Art Gallery design.

The Buchan Group memo from Kit Johnstone to Christchurch Art Gallery Project Group, 19 April 1999.
Four design options attached for reducing the basement level two.

Carson Group Christchurch Art Gallery Project Control Group Report, April 1999.

Letter from David Close to Ian Clark (Civic Trust), 14 May 1999.
Regarding his letter of 3 May 1999 (attached) about the new Christchurch Art Gallery design.

Robert McDougall Art Gallery memo from Tony Preston to All Staff, 19 May 1999.
Regarding commencement of detailed design and compilation of room data sheets.

Architectural drawing of the Workshop [new art gallery], 25 May 1999.

Christchurch Art Gallery Project Control Plan, May 1999
Written by the Carson Group, revision 1.

Carson Group Christchurch Art Gallery Project Control Group Report, May 1999.

Carson Group fax from Peter Chudleigh to Tony Preston, 4 June 1999.
Room data sheets – confirmation of key person.

Architectural drawing of Disaster Cupboard, 9 June 1999.
Annotated by Lynn Campbell.

Buchan Group fax, 10 June 1999.
Regarding areas of staff responsibility for new Christchurch Art Gallery building.

Architectural drawing of Exhibition Prep Workshop for matting and framing, 19 June 1999.

Memo from Lynn Campbell to Neil Roberts, 29 June 1999.
Conservation information for new Christchurch Art Gallery.

Carson Group Agenda for Christchurch Art Gallery Risk Management Workshop (8 July 1999), 30 June 1999.

Carson Group Christchurch Art Gallery Project Control Group Report, June 1999.

Folder: 13c

Architectural drawing of Dangerous Goods Store; Education Changes; Level 2 Modification,
1 July, 2 July 1999

Photocopied sheet of lighting design from Gary Collins/ Ben Braithwaite, 2 July 1999.

Email from Tony Preston to Andrew Robinson, [early July 1999].
Regarding car parks in the new Christchurch Art Gallery.

Christchurch Art Gallery Annual Plan Submissions – car parking, 5-9 July 1999.

New art gallery car parking – Financial Projections, July 1999.
Attachment to Annual Plan submissions.

The Buchan Group Drawing Register and Transmittal document, 7 July 1999.

Report of the use of daylight in a paper conservation laboratory, 7 July 1999.
Written by Lynn Campbell.

Christchurch Art Gallery Risk Management Workshop No. 1 Outcomes Report, 8 July 1999.

memo from Brendan Lee to Neil Roberts, 12 July 1999.
Regarding photography spaces in the new Christchurch Art Gallery.

Rawlinson report, 12 July 1999.
Page two of a financial report.

Architectural drawings of facilities in matting and framing area, 13 July 1999.

Robert McDougall Art Gallery fax from Neil Roberts to Kit Johnstone, 16 July 1999.
Regarding Disaster Cupboard in new Christchurch Art Gallery.

Handwritten notes, architectural drawings, Drawing Register and Transmittal documents, final dated 17 July 1999.

Architectural Drawings of exterior cross sections, 19 July 1999.

The Buchan Group Drawing Register and Transmittal document (16 July 1999), given to Gary Collins, Anna Crighton, Claire Gittings on 19 July 1999.

The Buchan Group Request for Information from Simon George to Ben Mitchell/Peter Chudleigh, 19 July 1999.

The Buchan Group Request for Information from Kit Johnstone to Marshall Day, 19 July 1999.
Regarding noise proofing of workshop area.

The Buchan Group Request for Information from Kit Johnstone to Peter Chudleigh, 20 July 1999.
Regarding disabled toilets.

The Buchan Group memo/fax from Kit Johnstone to Carson Group, Connell Wagner, Holmes Consulting, Holmes Fire and Safety, Pederson and Partners, Rawlinsons, Traffic Design Group, 21 July 1999.
Regarding basement reduction options B and C.

The Buchan Group Drawing Register and Transmittal document (23 July 1999), given to Lynn Campbell, Gary Collins, Harry Ipenburg, Claire Gittings, 26 July 1999.

The Buchan Group Request for Information from Kit Johnstone to Mike Yates (Connell Wagner), 23 July 1999.

The Buchan Group memo/fax from Kit Johnstone to Tony Preston/Neil Roberts and Carson Group, 28 July 1999.
24 page review of cost saving planning options.

The Buchan Group fax from Iain Mather to Claire Gittings, 28 July 1999.
Architectural drawings of works on paper area.

Architectural Drawings of exhibition prep workshop for matting and framing (drawn 19 May 1999), sent 28 July 1999.

Photography area information; includes input from Brendan Lee and architectural sketch, 28 July 1999.

Robert McDougall Art Gallery fax from Neil Roberts to Iain Mather, 30 July 1999.
Regarding shelving in the library.

The Buchan Group Drawing Register and Transmittal documents, 30 July 1999.
Sketch Design – ASK series

Architectural Drawings of Ground Level, Basement Level 1, Level 2, Roof Level, Site/grid set out, site (drawn 9 December 1998), sent 30 July 1999.

Conservation information and photographs of Te Papa conservation suite, July 1999.

Box: 14
August – December 1999

Folder: 14a

The Buchan Group fax from Kit Johnstone to Christchurch Art Gallery Project Group, 11 August 1999.

Asking for confirmation of the requirements for the education operable walls.

The Buchan Group Drawing Registrar and Transmittal document, 12 August 1999.
Room Data – RD series

Carson Group fax from Peter Chudleigh to Christchurch Art Gallery Project Group, 13 August 1999.

Agenda for two day Value Management Workshop.

Estimate for storage areas, August 1999.

Pricing estimates for shelving systems and racks.

Includes email from Linda Tyler (Curator of Curatorial Collections, Hocken Library) to Lynn Campbell, 11 August 1999 regarding painting racks recently installed at the Hocken Library, and a letter from Russell Bleach (Hamilton Perry Industries Ltd) to Lynn Campbell, 12 August 1999 with specifications and quote for new shelving units for works on paper storage.

The Buchan Group memo/fax from Roland Fretwell to Christchurch Art Gallery Project Group, 18 August 1999.

Regarding meetings to resolve issues from Value Management Workshop.

The Buchan Group Drawing Register and Transmittal documents, 20 August 1999.

Sketch design – ASK series. Room Data – RD series.

Architectural Drawings Level 1 and 2, 23 August 1999.

Architectural Drawings of elevations, 23 August 1999.

The Buchan Group memo/fax from Roland Fretwell to Christchurch Art Gallery Project Group, 24 August 1999.

Minutes of meeting to review Ceiling Value Management issues with architectural drawings attached.

The Buchan Group memo/fax from Kit Johnstone to Tony Preston/Neil Roberts, 26 August 1999.

Replan of 1 and 2 area schedules.

Architectural Drawings of elevations of foyer, 26 August 1999.

Architectural Drawings of Basement Level 1 cost reduction option E, 26 August 1999.

Handwritten notes [by Neil Roberts] regarding costing, August 1999.

Carson Group Christchurch Art Gallery Project Control Group Report, August 1999.

Carson Group fax to Robert McDougall Art Gallery, 1 September 1999.

Review of Design Issues for September Project Control Group meeting minutes held on 27 August 1999.

Architectural Drawings of Level 1, Level 2, sections, elevations, 1 September 1999.

Architectural Drawings of Level 1, Level 2, 3 September 1999.

Draft Report on Final Cost Report 1998/1999 by Ronnie Kelly, 6 September 1999.

Includes New Art Gallery finances.

The Buchan Group memo/fax from Kit Johnstone to Tony Preston/Neil Roberts, 7 September 1999.

Workshop option for discussion; architectural drawing attached.

Robert McDougall Art Gallery fax from Neil Roberts to Iain Mather and Kit Johnstone, 15 September 1999.

Regarding workshop design. Architectural drawing attached.

Architectural Drawing of Ground Floor, 24 September 1999.

Carson Group fax from Peter Chudleigh to Rob Patience and Tony Preston, 27 September 1999.

Notes following a visit from Carson Group to Bronwyn Simes at Te Papa.

Rawlinsons fax from Peter Eggleton to Albert Louman, 1 October 1999.
Suggested OPEX [Operating expenses] for the gallery when completed.

Christchurch Art Gallery – Architect Personnel Change Meeting minutes, 6 October 1999.
Replacement of Rob Patience with Peter Zillman.

The Buchan Group fax from Iain Mather to Neil Roberts, 8 October 1999.
Regarding extra collection store area. Response from Neil Roberts attached.

Architectural Drawings of Level 2, 8 October 1999.

The Buchan Group fax from Iain Mather to Alpar Kocis, 12 October 1999.
Room allocation on Level 2.

The Buchan Group Request for Information from Roland Fretwell to Christchurch Art Gallery Project Group, 13 October 1999.
Asking for information on floor finishes and set downs.

Folder: 14b

Carson Group Christchurch Art Gallery Report for Project Control Group Meeting, 14 October 1999.

The Buchan Group Drawing Register and Transmittal document, 14 October 1999.
WD Design – ASK series.

The Buchan Group memo/fax from Alpar Kocis to Roland Fretwell, 15 October 1999.
Architectural drawings attached to show David Coles proposal to gain extra gallery space.

The Buchan Group fax from David Cole to Neil Roberts, 19 October 1999.
Architectural drawings on subdivision of exhibition spaces.

The Buchan Group fax from David Dole to Neil Roberts, 20 October 1999.
Architectural drawings of revised layout of exhibition spaces.

Handwritten notes and architectural drawings of exhibition spaces annotated by Ronnie Kelly, October 1999.

The Buchan Group Drawing Register and Transmittal documents, 20 October 1999.
Room Data – RD series.

Robert McDougall Art Gallery fax from Neil Roberts to Peter Chudleigh, [undated but late October 1999].

Annotated architectural drawings of exhibition spaces.

Robert McDougall Art Gallery fax from Neil Roberts to David Cole, 20 October 1999.
Cover sheet only.

Typed notes by Lynn Campbell on conservation areas in new building, 22 October 1999.

Series of architectural drawings with highlighted areas, 22 October 1999.

The Buchan Group fax from Alpar Kocis to Peter Chudleigh, 22 October 1999.
3D images of Foyer and floor plans.

Fax from The Buchan Group to Robert McDougall Art Gallery, 25 October 1999.
Architectural drawing of part of Level 1; includes disaster cupboard, exhibitions design store.
Page three of fax only.

Robert McDougall Art Gallery fax from Neil Roberts to David Cole, 26 October 1999.
Cover sheet with queries and expectations of exhibition spaces attached [not attached].

The Buchan Group Drawing Register and Transmittal documents, 26 October 1999.
Room Data – RD Series.

Carson Group fax from Peter Chudleigh to Neil Roberts, 26 October 1999.
Meeting schedule with David Cole.

Response to preliminary drawings of 26 October 1999 by Brendan Lee, 28 October 1999.
Typed notes on darkroom and photography studio.

Christchurch Art Gallery – Review of Gallery Spaces Draft Report, 28 October 1999.

Christchurch Art Gallery Review of Room Data Sheets Meeting minutes, 29 October 1999.
Brendan Lee's response to preliminary drawings and architectural sketches attached.

Carson Group fax from Peter Chudleigh to Albert Louman, Neil Roberts, Ronnie Kelly, Peter
Glasson, 29 October 1999.
Regarding draft Land Use consent.

Carson Group Christchurch Art Gallery Project Control Group Report, October 1999.

Folder: 14c

Christchurch Art Gallery – Review of Resource Consent Consultation Meeting minutes, 1
November 1999.

The Buchan Group fax from David Cole to Neil Roberts, 2 November 1999.
Architectural drawings of entire building with annotations by Neil Roberts.

Architectural Drawings of Floor plan Level 2, 3 November 1999.

Robert McDougall Art Gallery fax from Neil Roberts to David Cole, 3 November 1999.
Response to amended drawings faxed on 2 November 1999.

The Buchan Group fax from Roland Fretwell to David Cole, 3 November 1999.
Regarding upcoming Christchurch visit from David Cole.

The Buchan Group fax from David Cole to Peter Chudleigh, 4 November 1999.
Confirmation that developed design is now approved subject to redrawing of affected room
data sheets.

The Buchan Group fax from Roland Fretwell to David Cole, 4 November 1999.
Architectural drawings attached [only 6 of 15 faxed pages present].

Christchurch Art Gallery – Review and Sign Off of Room Data Sheets Meeting Minutes, 10 November 1999.

Toward the new Christchurch Art Gallery Strategic Directions 1999 – 2003, 29 November 1999.
21 page report presented to Community Services Standing Committee regarding new gallery.

The Buchan Group fax from Kit Johnstone to Tony Preston/Neil Roberts, 2 December 1999.
Regarding ceramics collection store.

The Buchan Group fax from Roland Fretwell to David Cole, 20 December 1999.
Regarding sheer wall – grid and south end.

Christchurch Art Gallery Review of Room Data Sheets for Gallery Spaces Meeting Minutes, 20 December 1999.

Carson Group Christchurch Art Gallery Report for Project Control Group Meeting, 9 December 1999.

Towards the new Christchurch Art Gallery; Briefing papers for Helen Clark, Prime Minister of New Zealand [late 1999].

The Buchan Group Brochure; Directions Ten, Summer 1999.
Includes images of new Christchurch Art Gallery.

Christchurch Art Gallery Competition: Display of Entries [undated].
One page of information about the Christchurch Art Gallery architectural competition, written by the New Zealand Institute of Architects to accompany their exhibition of the competition entries.

Box 15
2000

Folder: 15a

The Buchan Group memo/fax from Roland Fretwell to Tony Preston, Neil Roberts, Peter Chudleigh, 13 January 2000.
Regarding gallery ceiling co-ordination.

The Buchan Group memo/fax from Roland Fretwell to Peter Chudleigh/Ben Mitchell, 13 January 2000.
Regarding corridor and goods lift heights.

The Buchan Group memo/fax from Jo Monaghan to Neil Roberts, 14 January 2000.
Regarding Ground Floor, architectural drawings attached.

The Buchan Group memo/fax from Jo Monaghan to Greg Kitto (Pedersen and Partners), 13 January 2000.
Regarding Level 1 corridor ceiling and cable runs. Architectural drawings attached.

Carson Group fax from Peter Chudleigh to Tony Preston, David Cole, Roland Fretwell, 24 January 2000.
Agenda for upcoming meeting on 28 January 2000 to finalise outstanding design issues.

Carson Group fax from Peter Chudleigh to Tony Preston, 28 January 2000.
Regarding David Cole's upcoming visit and schedule of meetings. Design statement from specialist light consultant attached.

Resource Consent Application for Proposed Christchurch Art Gallery Montreal Street, January 2000.
Detailed 42 page application [appendix not attached].

Carson Group fax from Peter Chudleigh to Tony Preston, David Cole, Roland Fretwell, 1 February 2000.
Agenda for upcoming meeting on 3-4 February 2000 to finalise outstanding design issues.

Connell Wagner fax from Mike Yates to Neil Roberts, 8 February 2000.
Agenda for upcoming meeting on 10 February 2000 to finalise outstanding design issues.

Christchurch Art Gallery Review of HVAC for Gallery and Storage Areas Meeting Minutes, 10 February 2000.

Carson Group Christchurch Art Gallery Report for Project Control Group Meeting, 10 February 2000.

The Buchan Group memo/fax from Roland Fretwell to Tony Preston, Neil Roberts, 11 February 2000.
Regarding review of dangerous goods with the Christchurch City Council.

The Buchan Group memo/fax from Roland Fretwell to Tony Preston, 16 February 2000.
Regarding the process of moving the Robert McDougall Art Gallery to the Christchurch Art Gallery.

The Buchan Group memo/fax from Roland Fretwell to Neil Roberts, Ben Mitchell, Peter Chudleigh, 21 February 2000.
Regarding his availability for upcoming meetings.

The Buchan Group memo/fax from Roland Fretwell to Tony Preston, 21 February 2000.
Regarding fire hose reels.

The Buchan Group memo/fax from Roland Fretwell to Christchurch Art Gallery Project Group, 21 February 2000.

Meeting minutes with the consents team.

Letter from Steve Brown (Vision Design Studio) to Peter Chudleigh, 28 February 2000.

Regarding specialist lighting – a concept design.

Carson Group Christchurch Art Gallery Report for Project Control Group Meeting, 9 March 2000.

The Buchan Group memo/fax from Roland Fretwell to Carson Group, Buchan Group (Melbourne), ARUP Façade Engineering, 11 March 2000.

Regarding meeting times and agendas for 16 March 2000.

The Buchan Group memo/fax from Ewan CleAvenue to Tony Preston and Neil Roberts, 23 March 2000.

Regarding gallery timber floor and goods lift.

The Buchan Group memo/fax from Roland Fretwell to Peter Chudleigh, 28 March 2000.

Regarding movement of artworks.

Note from Gary Collins to Roland Fretwell, 28 March 2000.

Regarding movement of artworks.

Rawlinsons fax from Julian to Roland Fretwell, 28 March 2000.

Regarding ground floor gallery floor finishes.

Email from Peter Chudleigh to Tony Preston, 29 March 2000.

Regarding land use consent and further information required by the Christchurch City Council. Architectural drawing attached.

The Buchan Group memo/fax from Roland Fretwell to Christchurch Art Gallery Project Group, 31 March 2000.

Minutes from meeting held on 30 March 2000, outstanding design issues.

Email from Ben Mitchell to Robert Stewart, 31 March 2000.

Regarding upcoming meeting to review the Skope product range.

Folder: 15b

The Buchan Group memo/fax from Kit Johnstone to Holmes Fire and Safety, Pedersen Read, 4 April 2000.

Architectural drawing of the new proposed Courier Access door attached.

Carson Group Christchurch Art Gallery Project Report for Project Control Group Meeting, 13 April 2000.

Email from Ben Mitchell to Albert Louman and Tony Preston, 14 April 2000.

Details of Skope Industries products to be considered for the new gallery.

The Buchan Group memo/fax from Roland Fretwell to Mike Yates (Connell Wagner), 6 May 2000.

Regarding mechanical systems during 'alterations'.

The Buchan Group memo/fax from Roland Fretwell to Tony Preston, Peter Chudleigh, 8 May 2000.

Attached is a fax from Mike Yates regarding mechanical systems during 'alterations'.

Carson Group Christchurch Art Gallery Project Report for Project Control Group Meeting, 11 May 2000.

Letter from Helen Clark to Garry Moore, 17 May 2000.
Advising him of the grant of \$6.474 million that the Government has made toward the new Christchurch Art Gallery.

The Buchan Group fax to Robert McDougall Art Gallery, 18 May 2000.
Two of four pages of library and curatorial furniture layout.

The Buchan Group memo/fax from Raylene McEwan to Neil Roberts, 19 May 2000.
Attached are revised drawings of library and curatorial for review.

Media folder of information from the Helen Clark (Minister for Arts Culture and Heritage), May 2000.

Regarding statements from the Ministry regarding extra funding for the arts sector including \$6.474 for the new Christchurch Art Gallery.

The Buchan Group memo/fax from Roland Fretwell to Greg Kitto (Pedersen Read Ltd), 26 May 2000.
Regarding floor outlets in granite.

The Buchan Group memo/fax from Roland Fretwell to Christchurch Art Gallery Project Group, 26 May 2000.
Regarding egress/access corridor at loading dock; drawings attached.

Robert McDougall Art Gallery fax from Neil Roberts to Roland Fretwell, 26 May 2000.
Regarding size of library and archives.

The Buchan Group memo/fax from Roland Fretwell to Neil Roberts, 2 June 2000.
Regarding meeting about signage.

Letter from Tony Preston to Rex Williams (Milburn NZ Ltd), 3 June 2000.
Regarding in-kind sponsorship for the Christchurch Art Gallery.

Uplift of Donations and Grants Meeting Minutes, 6 June 2000.
Regarding management of \$6.474 million grant from Ministry of Culture and Heritage, and uplift of funds by Christchurch City Council.

Email from Kevin Roche to Neil Roberts, 7 June 2000.
Regarding sculpture by Graham Bennett to be installed in front of the new Christchurch Art Gallery.

Carson Group Christchurch Art Gallery Project Report for Project Control Group Meeting, 8 June 2000.

Projects and Property Committee Meeting Minutes, 9 June 2000.
Christchurch Art Gallery progress report included.

Newspaper clipping from *The Press* "No' to gallery poles", 10 June 2000.
The seven poles planned as an artistic feature outside the new Christchurch Art Gallery have been deleted from the project for cost reasons.

Signage Concept Meeting Minutes, 12 June 2000.
Regarding internal signage.

The Buchan Group fax from David Cole to Peter Chudleigh, 30 June 2000.
Regarding flooring finishes to the Ground Floor exhibition spaces.

Christchurch Art Gallery Appeal Fundraising Report by Project Control Group, June 2000.

National Register of Archives and Manuscripts Newsletter 8, June 2000.

Folder: 15c

Carson Group Christchurch Art Gallery Project Report for Project Control Group Meeting, 13 July 2000.

Carson Group fax from Peter Chudleigh to Albert Louman, 14 July 2000.
Regarding appeals to Land Use hearing outcome.

Email from Ben Mitchell to Pedersen Office, J Mace, Mike Yates, 20 July 2000.
Regarding use of Skope cabinets in new art gallery.

Email from Mark Noonan to Tony Preston, 4 August 2000.
Regarding cost of Skope equipment.

Carson Group Christchurch Art Gallery Project Report for Project Control Group Meeting, 10 August 2000.

Email from Margaret Grijns to Roland Fretwell, 25 August 2000.
Regarding series of meetings with Robert McDougall Art Gallery staff.

Media Release "New Gallery Going Ahead with a Blessing" by Gerard Blank (Glass Tower Public Relations), 28 August 2000.

New Christchurch Art Gallery Blessing Ceremony invitation, 1 September 2000.

Address by Tony Preston at the New Christchurch Art Gallery Blessing Ceremony, 1 September 2000. Held at the Anglican Cathedral in The Square.

A Ceremony of Blessing for the New Christchurch Art Gallery leaflet, 1 September 2000.

Letter from Pamela Wilson (New Zealand Historic Places Trust) to Dion Douglas (Christchurch City Council), 1 September 2000.
Regarding archaeological provisions before any work can commence on the site for the new Christchurch Art Gallery.

The Buchan Group memo/fax, 2 September 2000.
Room Data Sheets review (page two only).

Carson Group memo on Proposed Data Sheet Scope Changes, 5 September 2000.

Review of Art Gallery Progress Meeting Minutes, 6 September 2000.

Email from Caleb Ballin to Albert Louman, Tony Preston, 13 September 2000.
Progress Meeting Minutes (6 September 2000) and Scope Changes memo (13 September 2000) attached.

Carson Group Christchurch Art Gallery Project Report for Project Control Group Meeting, 14 September 2000.

Emailed article "Dust Danger at Tate Modern" by Mira Bar-Hillel and Robin Stringer, 16 September 2000.

fax from Tony Hearn to Albert Louman, 18 September 2000.
Contains a copy of his report to Peter Mitchell regarding Christchurch Art Gallery Resource Consent Applications.

The Buchan Group memo/fax from Roland Fretwell to M Yates (Connell Wagner), 21 September 2000.
Attaches article "Dust Danger at Tate Modern" by Mira Bar-Hillel and Robin Stringer, 16 September 2000.

Email from Brian Lynch to Neil Roberts, 26 September 2000.
Includes piece written by Brian Lynch on artist Peter Wolden and his interest in Christchurch/Adelaide sister cities connection.

Resource Consent to discharge contaminants into air from a boiler and generator located at the Christchurch Art Gallery, 4 October 2000.

Carson Group Christchurch Art Gallery Project Report for Project Control Group Meeting, 12 October 2000.

Carson Group Christchurch Art Gallery Project Report for Project Control Group Meeting, 9 November 2000.

Christchurch Art Gallery Construction News leaflet, Issue 1, December 2000.
To be distributed to people who own or occupy property in vicinity of building site and provide timely construction information.

Carson Group Christchurch Art Gallery Project Report for Project Control Group Meeting, 14 December 2000.

The Buchan Group memo/fax from Roland Fretwell to Mark Noonan, Caleb Ballin, Peter Chudleigh, 21 December 2000.
Copy of signage board to be erected on Christchurch Art Gallery site to be approved.

Box 16
January – August 2001
Includes Technology Plan

Folder: 16a

Strategy Brand Planning document, February 2001.
Annotated by Neil Roberts.

Strategy Brand Planning document, [undated].

Group Christchurch Art Gallery Project Report for Project Control Group Meeting, 8 February 2001.

Summary of Timelines Associated with Relocation of Staff to the Main Gallery, February 2001.

Letter from Wayne (Strategy Advertising and Design) to Gill Robertson, 7 March 2001.
Brand Planning Checklist attached for approval and funding.

Carson Group Christchurch Art Gallery Project Report for Project Control Group Meeting, 8 March 2001.

Strategy Christchurch Art Gallery Identity and Brand Development Brief, [to be signed off by 4 April 2001].

Carson Group Christchurch Art Gallery Project Report for Project Control Group Meeting, 12 April 2001.

Walking Through: Graham Bennett's Reasons for Voyaging, by John [surname unknown], 21 April 2001.
Details on book to be published on this pending sculpture.

Carson Group Christchurch Art Gallery Project Report for Project Control Group Meeting, 10 May 2001.

Folder: 16b

Lottery Grant Review Meeting Minutes, 13 June 2001.
Regarding nett savings within the budget.

Carson Group Christchurch Art Gallery Project Report for Project Control Group Meeting, 14 June 2001.

Letter from Koji Miyazaki to Tony Preston, 14 June 2001.
Regarding moving Form Gallery into the new Christchurch Art Gallery.

Christchurch Art Gallery Construction News, Issue 2, July 2001.
Update on progress on site.

Email from Priscilla Pitts (Dunedin Public Art Gallery) to Neil Roberts, 11 July 2001.
Regarding information on feasibility studies.

Project Control Group Meeting no. 35 Minutes, 12 July 2001.
Update on project progress.

Carson Group Christchurch Art Gallery Project Report for Project Control Group Meeting, 12 July 2001.

Carson Group memo from Caleb Ballin to Neil Roberts, 31 July 2001.
Architectural reflected ceiling plans [not attached].

Carson Group fax from Caleb Ballin to Tony Preston, Mark Noonan, David Cole, Roland Fretwell, 1 August 2001.
Availability to attend south water feature and gallery ground floor review meeting.

Fax from Graham Bennett to Tony Preston and Neil Roberts, 1 August 2001.
Concerned about light solution situated among his sculptural poles.

Carson Group Christchurch Art Gallery Project Report for Project Control Group Meeting, 9 August 2001.

Folder: 16c
Technology Plan

Minutes of Technology Plan meetings organised by Ronnie Kelly and Graeme Cox and other members of the Robert McDougall Art Gallery staff, May – June 2001.

Draft versions of the Technology Plan.

Copy of the Technology Plan by Ronnie Kelly and Graeme Cox, 27 November 2001. To be reviewed on 1 March 2002.

Box 17
September – December 2001

Folder: 17a

Carson Group Christchurch Art Gallery Project Report for Project Control Group Meeting, 13 September 2001.

Letter from A J Smith (Property Manager, Christchurch City Council) to parties interested in lease information for the new Christchurch Art Gallery Café, 14 September 2002. Newspaper advertisement attached.
Includes information on the lease of the Bellamy's Wing in the Canterbury Provincial Council Buildings, 6 August 1999.

Carson Group Christchurch Art Gallery Project Report for Project Control Group Meeting, 11 October 2001.

Folder: 17b

Project Control Group Meeting no. 39 Minutes, 8 November 2001.
Update on project progress.

Email from Tanya McKaskell (Carson Group) to Christchurch Art Gallery Project Group, 12 November 2001.
Project Control Group Meeting minutes within amendment to show no meeting to be held on 10 January 2002.

Request for Proposal for: Lease of the new Christchurch Art Gallery Retail Area [Bistro and Café Lease information contained within], December 2001.

Christchurch Art Gallery Construction News Issue 3, December 2001.
Update on progress on site.

Carson Group Christchurch Art Gallery Project Report for Project Control Group Meeting, 13 December 2001.
Annotated copy.

Carson Group Christchurch Art Gallery Project Report for Project Control Group Meeting, 13 December 2001.
Tony Preston's copy.

Project Control Group Meeting no. 40 Minutes, 13 December 2001.
Update on project progress.

Box 18
January – May 2002

Folder: 18a

Letter from Allan Johnson (Christchurch City Council) to Murray Costello (Ministry for Arts, Culture and Heritage), 24 January 2002.

Short report on Christchurch Art Gallery project ending 31 December 2001.

Email from Caleb Ballin to Tony Preston, 24 January 2002.

Proposed workshop to understand specific requirements for café space.

Robert McDougall Art Gallery memo from Bernadette Muir to Project Control Group, 25 January 2002.

Request for change for power and data provisions.

Café Tenant identification Programme, prepared by Carson Group, 31 January 2002.

Email from Caleb Ballin to Tony Preston, Chris Brocket, Bronwyn Simes, Victoria Murdoch, 31 January 2002.

Key criteria established at Café Workshop held on 30 January 2002.

Robert McDougall Art Gallery memo from Bronwyn Simes to Project Control Group, 7 February 2002.

Request for change to allow for two additional staff in exhibitions workroom and additional wall and layout surfaces.

Robert McDougall Art Gallery memo from Bronwyn Simes to Project Control Group, 7 February 2002.

Request for change in exhibition design workroom to accommodate three additional staff; room to accommodate a photocopier/printer/fax machine; bench/shelving; extra power points.

Email From Caleb Ballin to Bronwyn Simes, 13 February 2002.

Cost estimate for power and data floor outlets.

Email from Tanya McKaskell (Carson Group) to Christchurch Art Gallery Project Group, 13 February 2002.

Amended financial page for Art Gallery January 2002 report attached.

Email from Bronwyn Simes to Caleb Ballin, 13 February 2002.

Regarding car park equipment tender.

Project Control Group Meeting no. 41 Minutes, 14 February 2002.

Annotated copy.

Carson Group Christchurch Art Gallery Project Report for Project Control Group Meeting, 14 February 2002.

Annotated copy.

Carson Group Christchurch Art Gallery Project Report for Project Control Group Meeting, 14 February 2002.

Tony Preston's annotated copy.

Email from Jo Wedlock (Carson Group) to Tony Preston, 19 February 2002.

Regarding upcoming meeting to discuss café tender documents.

Bistro and Café Proposal from Werner Hanni, Glyn Batten, Strauss Smith, 20 February 2002. Includes café proposal, agreement to lease documents, Curriculum Vitae's.

Email from Jo Wedlock (Carson Group) to Tony Preston, 21 February 2002.

Regarding upcoming meeting to discuss café tender documents.

Request for Proposal for Lease of the New Christchurch Art Gallery Bistro and Café from Le Bon Bolli Restaurant, February 2002.

Includes relevant experience, fit-out design theme, operational approach, commercial information.

Folder: 18b

Email from Victoria Murdoch to Tony Preston, Bronwyn Simes, Caleb Ballin, Chris Brocket, Jo Roworth, 5 March 2002.

Tenant selection matrix attached.

Email from Victoria Murdoch to Tony Preston and Bronwyn Simes, 12 March 2002.

Wording for Description of Retail Area document.

Project Control Group Meeting no. 42 Minutes, 20 March 2002.

Carson Group Christchurch Art Gallery Project Report for Project Control Group Meeting, 20 March 2002.

Annotated copy.

Carson Group Christchurch Art Gallery Project Report for Project Control Group Meeting, 20 March 2002.

Tony Preston's copy.

Email from Victoria Murdoch to Chris Brocket, Jo Roworth, Tony Preston, Bronwyn Simes, Caleb Ballin, 20 March 2002.

Possible pricing for menu from Glynn Batten attached.

Email from Victoria Murdoch to Chris Brocket, Jo Roworth, Caleb Ballin, Tony Preston, Bronwyn Simes, 20 March 2002.

Letter from GLynn Batten outlining his approach to the café attached.

Email from Caleb Ballin to Victoria Murdoch, 21 March 2002.

Regarding meeting with potential café candidates.

Email from Chris Brocket to Victoria Murdoch, 27 March 2002.

Regarding potential tenants for café.

Carson Group memo from Caleb Ballin to Chris Brocket, Bronwyn Simes, Victoria Murdoch, Tony Preston, 28 March 2002.

Tenant negotiation and design programme.

Folder: 18c

Christchurch Art Gallery Construction News, Issue 4, April 2002.

Update on building progress.

Email from Bronwyn Simes to Victoria Murdoch and Tony Preston, 2 April 2002.

Her comments on the draft RFP (Request for Proposals) for the Art Gallery Retail area.

Advertisement information by Victoria Murdoch regarding new Christchurch Art Gallery Retailing Opportunity, 4 April 2002.

Includes email from Petrine Johns to Tony Preston and Bronwyn Simes asking them to proof advertisement and Tony Preston's annotated copy.

Advertisement in *The Press* "New Christchurch Art Gallery Retailing Opportunity", 6 April 2002.

Email from Victoria Murdoch to Tony Preston and Chris Brocket, 8 April 2002.
Regarding meeting time with the Parkroyal Group.

Email from Victoria Murdoch to Tony Preston and Chris Brocket, 9 April 2002.
Meeting time confirmed for 15 April 2002.

Carson Group memo from Caleb Ballin to Christchurch Art Gallery Project Group, 9 April 2002.
The Buchan Group Monthly Report for March 2002 attached.

Project Control Group Meeting No. 43 Minutes, 11 April 2002.

Carson Group Christchurch Art Gallery Report for Project Control Group Meeting, 11 April 2002.
Annotated copy.

Architectural drawings of new Christchurch Art Gallery elevations, signage and floor plans, 19 April 2002.

Email from Victoria Murdoch to Tony Preston, 22 April 2002.
Regarding rental levels for function areas within the Gallery.

Email from Victoria Murdoch to Tony Preston, 7 May 2002.
Regarding sponsorship in relation to the retail areas in the new Christchurch Art Gallery.

Art Gallery Bistro and Café Meeting Minutes, 8 May 2002.
Regarding the lease negotiations and fit out.

Letter from Roland Fretwell to Caleb Ballin, 13 May 2002.
Regarding revised stonework paving module.

Project Control Group Meeting No.44 Minutes, 16 May 2002.

Carson Group Christchurch Art Gallery Report for Project Control Group Meeting, 16 May 2002.

Handwritten notes by Neil Roberts on park and sculpture garden; travelling exhibitions; temporary exhibitions; permanent collections; the foyer [undated].

Folder: 18d
Miscellaneous Undated Material

Christchurch Civic Art Gallery Trust Proposal for Discussion, [author and date unknown].
One page typed suggestions for new art gallery.

Suggested Brief – Preparation Process Plan [author and date unknown].
Information surrounding space allocation in new art gallery.

Warren and Mahoney Architects 'Art Gallery for Christchurch' [undated].
Assessment of Sheraton Site for use as an art gallery.

Note to Ben with list of names and addresses for the brief to be sent to [author and date unknown].

One page handwritten notes of ideas to do with new art gallery [author and date unknown].

Newspaper clipping 'Use trams, not cars – plea' [source and date unknown, possibly *Christchurch Star*, 1997].

Denis O'Rourke concerned at plans to create underground car park below new art gallery.

Critical Path – New City Art Gallery Project 1996-2003.

Neil's copy of brief summary of project time line.

The Christchurch Art Gallery : Identity as a museum of art for Christchurch [author and date unknown].

Two pages on identity of Christchurch Art Gallery .

Brochure on a workshop by Stephen Weil titled "What is the impact of your museum on its community? What difference does it make?". Organised by Creative New Zealand, Museum Directors Federation, Museum of New Zealand [undated].

Box: 19
May – December 2002

Christchurch Art Gallery Retail Tenders, 21 May 2002.
Final copies of the Proposals for the art gallery retail area clipped together.

Carson Group Christchurch Art Gallery Report for Project Control Group Meeting, 13 June 2002.

Proposal for: Lease of the New Christchurch Art Gallery Retail Area by Form Gallery, 18 June 2002.

Carson Group Christchurch Art Gallery Report for Project Control Group Meeting, 11 July 2002.

Christchurch Art Gallery Construction News Issue 5, August 2002.

Carson Group Christchurch Art Gallery Report for Project Control Group Meeting, 8 August 2002.

Email from Victoria Murdoch to Tony Preston and Bronwyn Simes, 14 August 2002.
Asking if they would like a clause preventing café tenant from displaying art on its walls.

Email from Tony Preston to Victoria Murdoch, 14 August 2002.
Regarding clause preventing café tenant from displaying art on its walls.

Email from Victoria Murdoch to Tony Preston, 14 August 2002.
Regarding clause preventing café tenet to display art on its walls.

Letter from Victoria Murdoch to Mark Abbot (Macfarlane Dougall Stringer), 30 August 2002.
Regarding use of Skope equipment in the Bistro and Café area.

Carson Group Christchurch Art Gallery Progress Report for Project Control Group Meeting, 12 September 2002.

Carson Group Christchurch Art Gallery Progress Report for Project Control Group Meeting, 10 October 2002.

Carson Group Christchurch Art Gallery Progress Report for Project Control Group Meeting, 14 November 2002.

Carson Group Christchurch Art Gallery Progress Report for Project Control Group Meeting, 12 December 2002.

Box 20

2003

Magazine article from *e.nz Magazine* "The Art of Engineering: Christchurch Art Gallery", Jan/Feb 2003.

Carson Group Christchurch Art Gallery December Progress Report for Project Control Group Meeting, 23 January 2003.

Carson Group Christchurch Art Gallery January Progress Report for Project Control Group Meeting, 20 February 2003.

Carson Group Christchurch Art Gallery February Progress Report for Project Control Group Meeting, 20 March 2003.

Carson Group Christchurch Art Gallery March Progress Report for Project Control Group Meeting, 17 April 2003.

Carson Group Christchurch Art Gallery April Progress Report for Project Control Group Meeting, 16 May 2003.

Carson Group Christchurch Art Gallery May Progress Report for Project Control Group Meeting, June 2003.

Carson Group Christchurch Art Gallery June Progress Report for Project Control Group Meeting, July 2003.

Box 21
Art Gallery in the Park

Folder: 21a

The Christchurch Botanic Gardens Management Plan, Christchurch City Council, September 1989.

“A Future Art Museum for Christchurch” report by Ken Gorbey, 17 July 1991.
[Helen Garrett’s annotated copy].

Hagley Park Management Plan, Christchurch City Council, November 1991.

Folder: 21b
1995/6 Draft Annual plan and submissions

Christchurch City Council Draft 1995/96 Annual Plan.
Helen Garrett copy.

Submission from AGPA (Art Gallery in the Park Association) written by Helen Garrett to the Christchurch City Council Cultural Committee, Christchurch City Council, 10 April 1995 [annotated].

Submission from AGPA (Art Gallery in the Park Association) written by Helen Garrett to the Christchurch City Council Cultural Committee, Christchurch City Council, 10 April 1995 [Photocopied version and annotated].

Handwritten notes by Helen Garrett for the AGPA (Art Gallery in the Park Association) submission to the Christchurch City Council Cultural Committee, Christchurch City Council, 10 April.

Art Gallery in the Park architectural submission from Don Donnithorne.
Includes images and brief text.

Art Gallery in the Park architectural drawing, A3 size.

Notes made by Neil Roberts in response to the Christchurch City Council 1995/6 Draft Annual Plan, 22 May 1995.

Submission on the Christchurch City Council 1995/6 Draft Annual Plan from Helen Garrett [annotated copy].

Submissions on the Christchurch City Council 1995/6 Draft Annual Plan from Bertha Allison, C.F. Anderson, Michael Armstrong, I.M.E. Bailey, Don Beaven, Chris Brocket, Maurice Bullmore, Alan Chant, Patrick Condon, P.A. Drury, Helen Garrett, Nicholas Gerritsen, B.R. Hansen, Jennifer Hay, Dorothy Hitch, John Knox, M LaHood, Mary McApline, Robert McCall, Janette U’ren, June 1995.

Minutes of the Cultural and Social Services Committee Meeting, 10 April 1995.
Includes deputation by Helen Garrett representing AGPA (Art Gallery in the Park Association) [annotated].

Folder: 21c
Correspondence

Letter from Department of Justice to Helen Garrett, 19 January 1995.
Encloses requested list of Charitable Trusts held at the Christchurch Companies Office.

Note from Neil Roberts with a donation to help instigate the Art Gallery in the Park Association, 5 March 1995.

Letter from M.L. Newman to Helen Garrett, 13 March 1995.
Declining offer to chair [Art Gallery in the Park] project.

Letter from Helen Garrett to Kevin Roche (Cultural and Social Services Committee), 25 March 1995.
Asking for speaking rights at the next committee meeting on 10 April 1995.

Handwritten letter from Helen Garrett to Community Board Chairmen asking for opportunity to advertise AGPA (Art Gallery in the Park Association) at service centre.

Letter from Helen Garrett to [Community Board Chairmen], 25 March 1995.
Original typed version.

Letters from Helen Garrett to Oscar Alpers (Spreydon/Heathcote Community Board), Anna Crichton (Hagley/Ferrymead Community Board), Carole Evans (Burwood/Pegasus Community Board), Denise McGregor (Riccarton/Wigram Community Board), Margaret Murray (Fendalton/Waimairi Community Board), Sally Thompson (Shirley/Papanui Community Board) 25 March 1995.
Asking for opportunity to advertise AGPA(Art Gallery in the Park Association) at service centre.

Letter from A.D. Gemmill to Helen Garrett, 4 April 1995.
Request to set up AGPA (Art Gallery in the Park Association) display at Fendalton Service Centre denied as not in line with council's "present policy".

Letter from The Tauranga Art Gallery Project to AGPA(Art Gallery in the Park Association), 5 April 1995.
Letter of support with copy of Tauranga Art Gallery "Concept Paper" enclosed.

Letter from Anna Crichton (Hagley/Ferrymead Community Board) to Helen Garrett, 7 April 1995.
Informing that AGPA (Art Gallery in the Park Association) information has been received.

Letter from Helen Garrett to Councillor Close, 29 April 1995.
Thanking him for allowing AGPA (Art Gallery in the Park Association) to present their deputation at the Cultural and Social Services Committee meeting and listing further information to support their cause. Original hand written version is attached.

The Art Gallery in the Park Association Incorporated Constitution and Rules adopted 1 May 1995.
Title page only. Expenses budget handwritten on verso.

Letter from Department of Justice to Helen Garrett, 2 May 1995.
Enclosing Art Gallery in the Park Association Certificate of Incorporation, Copy of Registered Rules, a guide to the Incorporated Societies Act 1908.

Letter from Paul Stewart, Trust Bank Canterbury Community Trust to Helen Garret, 2 May 1995.
In receipt of application for a donation.

Letter from D.J.W. Hampton (Christchurch City Council) to Helen Garrett, 10 May 1995.
Thanking her for earlier letter and informing her that the council was unable to support the proposal that the new Art Gallery be sited in Hagley Park.

Letter from Trust Bank Canterbury Community Trust to Helen Garrett, 20 June 1995.
Application for a donation was not successful.

Letter from A.D. Gemmill to Helen Garrett, 8 August 1995.
Thank you letter for submission to 1995/6 draft annual plan

Letter to Mr Brockett from [Helen Garrett] [undated, post 10 April 1995].
Regarding the talk by Dr Gerrit van der Lingen to the Friends of the Robert McDougall Art Gallery.

Christchurch City Council Councillor and Community Board Members address list.

Typed list of Community Board members and contact details.

Art Gallery in the Park Association memorabilia

Sheet of AGPA (Art Gallery in the Park Association) letterhead paper.

AGPA (Art Gallery in the Park Association) photocopied A4 flier with image of Don Donnithorne drawing of art gallery in the park.

AGPA (Art Gallery in the Park Association) photocopied "with compliments" sheet, 14 March 1995.

The Caxton Press Invoice send to Helen Garrett, 31 March 1995.
Goods Delivery slip from Caxton Press to AGPA (Art Gallery in the Park Association) for 1000 Art Gallery in Hagley Park Brochures.

Six copies of *A New Art Gallery in Hagley Park* DLE sized brochure produced by AGPA (Art Gallery in the Park Association), one annotated.

A New Art Gallery in Hagley Park brochure with detailed annotations.

AGPA (Art Gallery in the Park Association) Trust Bank cheque book and deposit book.

Other

Christchurch Citizen's Action Association (Inc.) notice of annual general meeting, nomination form, current concerns, 1 March 1995.

Bulletin No. 95 April/Map 1995.
John Coley's departure as Director and talk by Dr Gerrit van der Lingen annotated.

Results of the 1995 Annual Residents Survey with Robert McDougall Art Gallery compliments slip from Neil Roberts, 7 July 1995.

Handwritten set of questions concerning the gallery being situated in Hagley Park.

Information on legal status of Hagley Park from Peter Mitchell (Christchurch City Council solicitor).

Comparative Data on other museums in Auckland, Hamilton, Wellington and Richmond Virginia, USA by Christchurch City Council [one sheet, annotated].

New Zealand Federation of University Women (Inc.) National Bulletin, May 1995.

Folder: 21d

Folder of handwritten notes by Helen Garrett, including meeting minutes.

Folder: 21e
Newspaper Clippings
January 1994 – June 1995

Newspaper clipping from *Christchurch Star* "North Hagley cited for art museum", 26 January 1994.

Neil Roberts outlines his proposal for the new art gallery to be built in North Hagley Park. "Option 'cheaper than recycling'", 29 January 1994.

Neil Roberts outlines his proposal for the new art gallery to be built in North Hagley Park. "Thumbs down on museum in park plan", 29 January 1994.

John Coley and Vicki Buck oppose plan to have gallery in North Hagley Park.

"Gallery plan's cool reception 'no surprise'", 2 February 1994.

Neil Roberts responds to negative reactions.

"Park debate is important one", 5 February 1994.

Comment that important to debate park usage periodically.

"Sporting codes leaving park's concert triangle" [February 1994].

North Hagley Park's concert triangle to be used exclusively for entertainment.

Newspaper clipping from *News Advertiser* "Park not for gallery – civic leaders", 7 February 1994.

Neil Roberts outlines his proposal for the new art gallery to be built in North Hagley Park.

Letters to the Editor in *The Press* from D.J. Round, 5 April 1994; S. Keenan, 9 April 1994.

Letter to the Editor in *Christchurch Star* from Bertha Allison, 9 February 1994.

Supporting gallery in the park.

Newspaper clipping from *Christchurch Star* "Support for gallery plan", 9 February 1994.

Mary McApline, gallery guide, supports art gallery in the park.

"Parks unit gives thumbs down to gallery in park", 16 February 1994.

Christchurch City Council Parks unit has rejected proposal to build gallery in the park.

"Overcrowded and lagging behind", 16 February 1994.

John Coley insists council secure a site for the new gallery this year.

"Roberts heartened by 'fair hearing'", 16 February 1994.

Neil Roberts says its time for another party to take up art gallery in the park cause.

Letter to the Editor from M Walsh, 16 February 1994.

In support of gallery in the park.

"Museum in park 'not legal'", 17 February 1994.

Council solicitor says council does not have legal power to build art gallery in Hagley Park.

Letters to the Editor in *The Press* from Dr Gerrit van der Lingen, Renee Stockwell and A.J. Sinclair, 12 April 1994; Pat Unger and W.R. Thompson, 26 April 1994; D.J. Round, J.H. Lewis and Norma Jacobs, 27 April 1994.

"Art as Recreation" in Cave Rock Salamander Bulletin, April 1994.

Debating the proposal to have the art gallery in Hagley Park.

Newspaper clipping from *Christchurch Star* "Rate rise of 6.27% likely", 7 May 1994.

Mentions art gallery as one of enhancement projects up for public submission.

"Opposition to rise in rates gathers momentum", 29 June 1994.

Letter to the Editor in *Christchurch Star* from Frank Harvey, [October] 1994.

Letters to the Editor in *The Press* from Mary McAlpine, 19 October 1994; David Close, 22 October 1994; W. Margaret Dennis, 2 November 1994.

Newspaper clipping from *The Press* "Prejudice' drives funds freeze bid", [1994].

David Close's reaction to holding spending on Canterbury Museum.

1995

Newspaper clipping from *Christchurch Star* "Group wants gallery in Hagley Park", 15 March 1995.

Art Gallery in the Park Association release their sketch of the proposed gallery in the park.

Newspaper clipping from *The Press* "Campaign for Hagley art gallery 'elitist'", 15 March 1995.
John Coley believes Art Gallery in Park Association with split support for a new gallery.

Newspaper clipping from *The Press* "Campaign pushes gallery in park", 16 March 1995.
Councillor Pat Harrow supports recently formed Art Gallery in the Park Association.
Newspaper clipping in *Christchurch Star* "Site of gallery; gallery proposal defended",
"City divided over park gallery plan" 17 March 1995.

Letter to the Editor in *The Press* from Philip Hewland, 17 March 1995.

Newspaper clipping in *The Press* "Readers – have your say", 17 March 1995.
The Press runs a telephone poll on whether to build the gallery in Hagley Park.

Newspaper clipping in *The Press* "Split over gallery", 20 March 1995.
Telephone poll indicates community evenly split on whether to build the gallery in Hagley Park.

Newspaper clipping in *Christchurch Star* "Backing for Art in Park plan", 22 March 1995.
Landscape architect Kara Burrowes believes Hagley Park best place for art gallery.

Letters to the Editor in *The Press* from Helen Garrett, L.R. Welsh and Dr G.J. van der Lingen, 24 March 1995; W.A. [Bill] Sutton, Selena G. Mathie, Gavin Bishop, 27 March 1995; Frances Belcher and Rodney J.P. Wells, 28 March 1995; T.L. Rodney Wilson [two copies, one annotated], 30 March 1995; Bertha Allison and Pat Unger, 3 April 1995; W.A. [Bill] Sutton and Frank Harvey, 5 April 1995.

Newspaper clippings from *Christchurch Star* "Art gallery, not site the issue", 1 April 1995.
"Whose plan was it?", 1 April 1995.
Regarding opposition to building Canterbury College [Christ's College] in Hagley Park.
"Doubts over gallery in park", 1 April 1995.
Looking at the history of buildings in Hagley Park.
"Readers say: Central city gallery best", 1 April 1995.
A poll conducted by *Christchurch Star* concluded that respondents would rather have the gallery in the city centre.

Newspaper clipping from *The Press* "Gallery in park will not work", 3 April 1995.
Opinion piece by John Coley [annotated].
"My ideas for a new art gallery" 4 April 1995.
Follow up opinion piece by John Coley [annotated].

Newspaper clipping from *The Press* "Call for decision on new art gallery", 4 April 1995.
Helen Garrett believes decision on the gallery needs to be made now.
"Art where art belongs", 5 April 1995.
Outlining the debate on where to have the new art gallery.

Letters to the Editor in *The Press* from Rodney J.P. Wells and Michael de Hamel, 5 April 1995.

Newspaper clipping from *Christchurch Star* "No funding for new gallery", 5 April 1995.
Draft annual plan shows funding for gallery has been postponed.

Letters to the Editor in *Christchurch Star* from Helen Garrett with reply from Brian Priestley, 8 April 1995.

Letters to the Editor in *The Press* from David Hines, David Close, Christopher Marden, 8 April 1995; Jill Wilcox and C.P. Tebb, 10 April 1995.

Newspaper clipping from *Christchurch Star* "Art gallery delay 'will cost city'", 8 April 1995. Helen Garrett says primary objective of Art Gallery in the Park Association is to secure a site as soon as possible.

Newspaper clipping from *The Press* "Park gallery plan faces legal snag", 11 April 1995. Christchurch City Council solicitor says an act of Parliament needed before art gallery can be built in Hagley Park.

Newspaper clipping from *Christchurch Star* "Council to look at gallery in park proposal", 12 April 1995. Following submissions on gallery in park idea council will investigate proposal.

Letter to the Editor in *Christchurch Star* from C.V. Barnham, 12 April 1995.

Letters to the Editor in *The Press* from Stan Hemsley, 12 April 1995; Grant Callaghan and Dr G.J. van der Lingen, 15 April 1995; Mary McAlpine and Bing Dawe, 20 April 1995; W.A. [Bill] Sutton, 26 April 1995.

Newspaper clipping from *The Press* "Art gallery proposal soundly defeated", 27 April 1995. Proposal to build art gallery in Hagley Park defeated at Christchurch City Council meeting.

Newspaper clipping from *The Press* "Hagley gallery supporters vow to fight". 28 April 1995. Despite Christchurch City Council decision not to build gallery in the park Helen Garrett says they will continue their campaign.

Newspaper clippings in *Christchurch Star* "Gallery group won't quit", 29 April 1995. Despite Christchurch City Council decision not to build gallery in the park Helen Garrett says they will continue their campaign.
"Unity call in debate over new art gallery", 29 April 1995.
Tony Preston, new art gallery director, hopes site debate won't split community.

Newspaper clipping "Orchestra cool on sound-shell idea" [April, 1995; paper unknown]. Christchurch Symphony Orchestra not keen on sound-shell with gallery in park.

Newspaper clipping from *Christchurch Star* "New Gallery chief calls for unity" [April 1995]. Tony Preston, new art gallery director, calls for unity in art gallery site debate.

Newspaper clipping from *The Press* "The Hagley Park Art Gallery Embassy speaks", 3 May 1995. Humorist A.K. Grant writes about an imaginary occupation of North Hagley Park site by 1000 radicals.

Newspaper clipping from *The Press* "Folly to contemplate siting a new gallery in Hagley Park", 9 May, 1995. Architect Alun Wilkie expresses his view.

Letter to the Editor in *Christchurch Star* from Leonard J. Percasky, 10 May, 1995; V.I. Hern, 17 May 1995; J. Leeson, 20 May 1995.

Newspaper clipping from *Christchurch Star* "Gallery in Square plan promoted", 3 June 1995. Architect John Huggins produces plan to turn Old Post Office, Avon and Regent theatres into new art gallery.

Box: 22

Architectural drawings of proposed new gallery

Queensland Cultural Centre brochure describing project, [undated, 1983-1984].

Architectural drawings of Proposed City Gallery in NZ Post Mail Centre, Worcester Street by Works Consultancy Services.

Architectural drawings of Government Building (Ministry of Works building) Redevelopment into Art Gallery and Cinema Complex by Warren and Mahoney Architects Ltd.

Sketch of Hotel Art Gallery by Warren and Mahoney Architects Ltd.

Architectural drawings of Canterbury Art Gallery A New Concept in the Port Hills by Hein Doeksen, November 1990.

Architecture New Zealand brochure on the Wellington Schools of Architecture refit by Craig Craig Moller architects, 24 November 1994.

Submission from New Zealand Post to convert NZ Post Mail Centre into the art gallery [Late 1994]. Two A3 spiral bound folders:

“Art Museum Proposal”, detailed written description of project.

“Detailed design and technical aspects”.

Architectural plans and technical information.

Letter from Sovereign Real Estate Ltd to Anna Crighton (Councillor), 29 April 1996.

Asking for 1994 proposal to convert NZ Post Mail Centre into art gallery to be reconsidered.

Series of five photographs backed with card of Cathedral Square looking at Old Post Office and Regent Theatres.

Box: 23
Community Gifts Fundraising Committee Events

Art Fair

Photographs of Hilary Langer and Val Wisely with Art Fair sign, October 1999.

Folder: 23a
A(r)t Home Lunches

Information surrounding an Art Soiree and a series of fundraising events held during 2000 at the homes of Maree Ritchie and Tony Taylor, Llew Summers, Will Cumming, Nan and John Fogarty, Carolyn and Graeme Murray, Elizabeth Dunster, Brian and Joanna Nimmo, Clare and Ian Murgatroyd, Diana Bethell, Mrs Annie Lee, Anna and James Guild. Events were organised by Gay Rutherford and Jan Hamer of the Community Gifts Fundraising Committee in association with Anna-Marie Dew of the Robert McDougall Art Gallery.

Folder: 23b
Art Lovers Cookbook

Information surrounding this fundraising project organised by the Community Gifts Fundraising Committee during 2000. The Cookbook Project committee include John and Fay Coley, Chris Brocket, Christine Sandford, John Darby, David Chin, Hilary Langer, Dee Copland and Prue Peebles with assistance of Vanessa de Castro and Anna- Marie Dew. Recipe contributors include Sam Neil, Rodney Wilson, Jane Evans, Nancy Tichborne, Quentin MacFarlane, Don and Prue Peebles, Gil and Pat Hanly, Dame Malvina Major, Sir Miles Warren, Philip and Lee Trusttum.

Folder: 23c
Ballantynes Fashion Parade and Art Auction

A fashion parade and art auction at Ballantynes Department Store in October 1999, which included images from artworks in the Gallery collection projected onto a backing screen. Majority of the material surrounds organisation of copyright by Fiona Simpson.

Folder: 23d
Artists Plates

Information surrounding the exhibition and sale of artist's plates at the Robert McDougall Art Gallery during August 2001. The plates were made at Temuka Pottery. Artists involved were Gavin Chilcott, Judy Darragh, Andrew Drummond, et al., Bill Hammond, Nicola Jackson, Tony Lane, Robert McLeod, Julia Morison, Philip Trusttum and Bronwyn Taylor. Organised by Kim Ding, Hilary Langer and Margaret Sweet of the Community Gifts Fundraising Committee in liaison with Anna-Marie Dew of the Robert McDougall Art Gallery.

Folder: 23e
Carter Lectures

Annual series of lectures over five years to raise funds for the new art gallery sponsored by Philip Carter at the Centra Hotel. Topics included:
Power and Globalisation – The Versace Legend was presented by Sue Thomas, Massey University, 16 May 2001.
The Art of Lord of the Rings presented by Dan Hennah, Art Director and Production Designer of the movie, 27 June 2002.

Coordinators were Ronnie Kelly, Isabelle Boigelot, Janet Wright, Priscilla Kirkwood and Philip Carter.

Folder: 23f
Art Auctions 2000/2001

Two auctions organised by the Community Gifts Fundraising Committee and the Centre for Contemporary art to raise funds. Folder contains the auctions catalogues, request for works and a promotional flyer.

Folder: 23g
Stewart and Wakefield Functions

Information surrounding functions held at the homes of Dr Susan and Jim Wakefield (30 May 2001) and Barbara and Robert Stewart (6 June 2001). Organised by Anna-Marie Dew of the Robert McDougall Art Gallery.

Folder: 23h
The Great Art Debate/ Leslie Kenton Lecture/ Architectural home visit

Information regarding the Great Art Debate held in the Great Hall, The Arts Centre on 27 July 2000. Leaders for the debate were Lianne Dalziel and Joe Bennett.

Brochure and email regarding lecture by American author Leslie Kenton on 13 August, 2001.

Photocopied brochure advertising a fundraising trip to six architectural homes. Organised by Kate Hartnell and Vanessa de Castro.

Folder: 23i
Art Union

A proposal, which didn't eventuate, to hold a lottery to raise funds for the new art gallery. Includes feasibility report for the art union by Mike Hyde of Apex Management Ltd in February 2000 and various correspondence during 2000/2001.

Box: 24

**Folder: 24a
Major Gifts Fundraising Committee**

Christchurch Art Gallery Fundraising Committee contacts list, 24 November 1998.
Committee members were Ros Burdon (Chair), Margaret Austin, Chris Brocket, Susan Lojkine, Tony Preston, Barbara Stewart, Sammy Wong and coordinated by Alex Davis.

Major Gifts Fundraising Committee meeting minutes from 21 October 1998 and 14 February 2000.

Fundraising for new art gallery report by Alex Davis and Ros Burden, 1999.

Letter from Ros Burdon to Ron Wright (Canterbury Foundation), 3 May 2001.
Asking for a donation for the new art gallery.

Grey book containing catering requirements order forms for meetings at the Christchurch City Council.

**Folder: 24b
Community Gifts Fundraising Committee**

Community Gifts Fundraising Committee meeting minutes from 25 January 2000 to 28 August 2001. Committee members were Hilary Langer (Chair), Charlotte Brough, Vanessa de Castro, Kim Ding, Peter Gregg, Marianne Hargreaves, Jan Hamer, Jill Harman, Kate Hartnell, Gendy Hazlett, Marianne van der Lingen, Gay Rutherford, Margaret Sweet, Robyn Walker, Alex Davis (Fundraising coordinator).

Email from Ronnie Kelly to Anna-Marie Dew and Neil Roberts, 4 April 2001.
Regarding Community Gifts Fundraising Committee idea of holding an antiques road show.

Email from Hilary Langer to Hermione Bushong, 14 May 2002.
Regarding a press release about events organised by the Community Gifts Fundraising Committee.

List of Fundraising revenue from 2001.

**Folder: 24c
Gift List/ Donor and Sponsor List**

A series of lists (1999 - mid 2001) of items that sponsors can donate to the new gallery, i.e. plasma screens, commissioned artworks, conservation laboratories.

New Christchurch Art Gallery Donors and Sponsors List [undated].

Corporate Sponsors of the new Christchurch Art Gallery Fundraising Appeal, 18 January 1999.

**Folder: 24d
Graham Bennett Sculpture 'Reasons for Voyaging'**

The Community Trust funding application and closing dates list, June 1998.

Newspaper clipping from *The Press* "Community Trust Annual Report 1998/99", 16 August 1999.

Email from Leon Erasmuson to Anna-Marie Dew, 7 December 1999.
Regarding involvement in the erection of the sculpture.

Copy of information on Graham Bennett sculpture "Reasons for Voyaging", 18 February 2000.

Recommendation that the Christchurch City Council enter into a contract with Graham Bennett to produce a sculpture outside the new art gallery, written by Tony Preston, 11 December 2000.

Email from Gerard Blank to Ronnie Kelly and Alex Davis, 15 December 2000.
Final draft of press release regarding Graham Bennett sculpture.

Letter from Tony Preston to Erin Baker, 18 December 2000.
Regarding her concerns over the Graham Bennett sculpture.

Sponsorship Proposals for Graham Bennett sculpture by Anna-Marie Dew [undated].

Handwritten notes by Anna-Marie Dew on fundraising sources for Reasons for Voyaging [undated].

Handwritten notes by Anna-Marie Dew listing possible heavy engineering suppliers in Christchurch [undated].

Typed list of 'who to approach' and 'proposal contents page' for sculpture [undated].

Ideas for funding for "Reasons for Voyaging" from Alex Davis [undated].

Draft list of potential sponsors for Reasons for Voyaging and list of key attributes of the project [undated].

Incomplete address/contact list for Reasons for Voyaging [undated].

Draft photocopy of Reasons for Voyaging book [undated].

Folder: 24e
General fundraising

MPs/Councillors Briefing, 2 June 2000.

Information regarding the advertising of fundraising role vacated by Anna-Marie Dew.

Staff updates on new art gallery building progress from 10 January – 13 April 2001.

Letters to fundraising enquiries from the website.

Collection of fundraising research.

Funding body application information.

Application for funding from Environment and Heritage Committee, February 2001.
Bound application to the Lottery Grants Board for \$735,000 to fit-out the oil painting conservation laboratory; storage systems for collection works; air-conditioning systems.

Folder: 24f
General fundraising

Letters from John Coley to Don Hall (Professionally Directed Fundraising Pty Ltd), 3 and 23 August 1994.

Regarding his offer of service from his fundraising company.

A Fundraising Plan for the Christchurch Art Gallery, September 1997.

Draft copy of letter to John from Ronnie Kelly, 17 June 1999.

Regarding time frame for receiving of exhibition proposals for new art gallery.

fax from Alex Davis to Roland Fretwell, 23 February 2000.

Request for colour copies of the art gallery designs for fundraising purposes.

Brief Summary of Financial Situation for Men's Committee, 26 July 2000.

Discussion point for meetings with Christchurch City Council fundraisers, July 2000.

Note from Tony Preston to Ronnie Kelly regarding Cosmo Kentish-Barnes filming the new art gallery, 23 August 2000.

Email from Anna-Marie Dew to Alex Davis, 11 September 2000.

Update on fundraising projects.

Fundraising Catch-up notes made by Ronnie Kelly, 13 December 2000.

fax from Ronnie Kelly to Angelina Parlane with information on the new Christchurch Art Gallery, 18 January 2001.

Letters from David Seay regarding donation to the new art gallery fund, 5 and 6 March 2001.

Media release on a new funding programme for regional museums and art galleries, 24 May 2001.

Email from Anna-Marie Dew to Tony Preston, 8 June 2001.

Regarding Dick Georgeson of CWF Hamilton and Co.

Photocopy of receipt for \$3383.00, 28 June 2001.

Letter from Ronnie Kelly to Michael Hamblett, 28 June 2001.

Explanation for closing of Robert McDougall Art Gallery to prepare for new art gallery

Letter from Joan Smith (KPMG) to Ronnie Kelly, 19 July 2001.

Regarding entry for 2001 KPMG Innovation Awards.

File copy of speech regarding new art gallery, [undated].

Financial information regarding fundraising [undated].

Anna-Marie Dew's address book [undated].

Westpac Trust Deposit supplement book for Christchurch Art Gallery Fundraising Appeal [undated].

Christchurch Art Gallery Project costs [undated].

One page sheet on the cost of project, funding sources and time-line.

Box: 25

Sponsor's Dinners 1999 – 2003

A series of black-tie dinners to acknowledge the sponsors of the new Christchurch Art Gallery.

Loose in the box:

Computer disk with two images of Ben Wright, Helen Clark, Tony Preston.

**Folder: 25a
1999**

Information surrounding the sponsor's dinner of 9 April 1999 in the Centre Court, Robert McDougall Art Gallery, organised by Amanda Gregan. Includes invitations, guest's lists, catering and budget information.

**Folder: 25b
2000**

Information surrounding the sponsor's dinner of 11 August 2000 in the Centre Court, Robert McDougall Art Gallery, organised by Anna-Marie Dew. Includes invitations, guest's lists, catering and budget information.

**Folder: 25c
2001**

Information surrounding the sponsor's dinner of 10 May 2001 in the Centre Court, Robert McDougall Art Gallery, organised by Anna-Marie Dew. Includes invitations, guest's lists, catering and budget information.

**Folder: 25d
2002, 2003**

Information surrounding the sponsor's dinner of 12 June 2002 in the Centre Court, Robert McDougall Art Gallery, organised by Isabelle Boigelot. Includes invitations, guest's lists, catering and budget information.

Invitation for sponsor's dinner on 9 May 2003.

Note to Tony Preston regarding a phone call from Guy Pask to say he didn't receive an intaglio print, 7 May 2003.

Box: 26
Information Pavilion

This box contains information relating to the opening of an Information Pavilion on 25 November 1998 on the site of the new art gallery. It was manned by the Robert McDougall Art Gallery Marketing department and a roster of volunteers. The pavilion displayed information regarding the new gallery and gave the public an opportunity to write a comment. It was later relocated to the Botanic Gardens beside the Robert McDougall Art Gallery and finally removed.

Loose in the box:

Red folder with information for the volunteers at the pavilion.
Green book with visitor numbers and cashbox telly.
Yellow receipt book.
Petty cash notebook.
Silver book with visitor comments, visitor numbers and expenditure.

Folder: 26a
Pavilion Documentation

Contains information relating to the initial fit-out of the building, meeting minutes and correspondence.

Folder: 26b
Mural and Graffiti Art Project

Documentation relating to the installation of murals by school children around the perimeter of the new gallery site. The project was opened on 11 April 2000.

As part of the "Hip Hop Don't Stop 2001" festival part of the new gallery site fence was graffitied on 12 April 2001.

Photographs of Hilary Langer and Ros Burdon with mural on new art gallery site fence, October 1999.

Folder: 26c

Handwritten comments by the general public on the new art gallery, made while visiting the pavilion.

Box: 27
Market Research/Public Relations

Loose in box:

Will Sponsorship pay for the new Robert McDougall Art Gallery?: an evaluation of corporate sponsorship potential in Canterbury by Andrew Clegg, January 1997.
Detailed investigation into obtaining sponsorship to build the new gallery.

Folder: 27a
A C Nielsen

fax from Kay Carston to Ronnie Kelly and Amanda Gregan, 26 November 1998.
Includes the questions proposed for the qualitative research.

Art Gallery Attitudes Report prepared by Tracey Hull (A C Neilson) December 1998.
Commissioned by the Christchurch City Council to research the awareness and opinions regarding the new Christchurch Art Gallery. Annotated copy of Fiona Simpson

memo from Kay Carston to Tony Preston, Ronnie Kelly, Amanda Gregan, Fiona Simpson, Alex Davis, 1 February 1999.
Attached is the final report from A C Nielson containing both the quantitative research and findings from the focus groups.

Folder: 27b
Glass Tower Public Relations

Stakeholder Impressions of the McDougall and New Christchurch Art Galleries, by Dr. Mary Ellen Gordon of Glass Tower, June 2001.

Communications Strategy – Christchurch Art Gallery, prepared by Glass Tower, July 2001.
Discussion document prepared as a blueprint for communications for the Robert McDougall and new Christchurch Art Gallery for the following two years.

Research Proposal for Parts Exhibition, prepared by Glass Tower, July 2001.
Proposal for using one of the final exhibitions at the Robert McDougall Art Gallery to investigate exhibition ideas for the new art gallery.

Communications Activity Plan – Robert McDougall [undated].
Public relations strategy for the Robert McDougall and new Christchurch Art Gallery prepared by Glass Tower.

Series of correspondence between Ronnie Kelly, Alex Davis and Hermione Bushong at the Robert McDougall Art Gallery and Tracey Lyall, Gerard Blank and Mary Ellen Gordon from Glass Tower, 1999 – 2001.

Folder: 27c
Q&Q Research Ltd

Parts Exhibition, Robert McDougall Art Gallery, 13 July – 16 December 2001.
Photocopied exhibition flyer.

Parts Evaluation by Dr. Samantha Jeffries and Brigid Thompson (Q&Q Research) January 2002.
Report of market research conducted on the exhibition between August and October 2001.

Exploring the relationship between patron satisfaction and curatorial intent: An evaluation of the Parts exhibition, February 2002.
Research report by Dr. Samantha Jeffries and Brigid Thompson (Q&Q Research).

Box: 28
Market Research/Public Relations

Folder: 28a
Opinions Market Research Ltd

Visitor Profile and Satisfaction Survey, September 2000.
Market Research proposals prepared for the Robert McDougall Art Gallery by Opinions Market Research.

fax from Fiona McNab (Opinions Market Research Ltd) to David Chin (Robert McDougall Art Gallery), 22 December 2000.

Copy of the final questionnaire regarding the Robert McDougall Art Gallery Visitor Survey.

32 completed visitor surveys from Opinions Market Research project.

Folder: 28b
Visitor Surveys

Public Programmes Audience Surveys, 2001 - 2002.
In-house surveys through period October 2001 – May 2002

Audience Survey [undated].
In-house surveys about the new art gallery.

Folder: 28c

Behavioural Model of Art Participation by Kevin F. McCarthy and Kimberley Jinnett [undated].

Future Christchurch Art Gallery Market Research Project Brief [undated].
Annotated by Ronnie Kelly.

Findings on research from other museums for fundraising campaigns [undated].
Information gathered from a variety of art galleries and museums both in New Zealand and internationally.

Market Research Brief: Christchurch Art Gallery [undated, post 2001].

Perceptions and Branding Research Proposal by Dr Mary Ellen Gordon (Market Truths Ltd),
21 May 2002.

Box: 29
Printed material to aid fundraising appeal

Loose in the box:

A3 ring bound folder containing information on the Fundraising Appeal including architectural drawings of the new art gallery.

Invitation to a presentation on the new gallery, 29 September 1999.

Small fold-out brochure publicising what the new gallery will have to offer.

Small fold-out brochure outlining the design concept of the new art gallery.

DLE size card with designs of the new art gallery.

DLE size card with photograph of model of the new art gallery.

Brochure on the Christchurch Civic Art Gallery Trust.

Blank DLE size card with Christchurch Art Gallery Fundraising Appeal logo on it.

Brochure on the Fundraising Appeal; how you can help; the benefits involved.

Brochure on The Chair Project as part of the Fundraising Appeal. The public were asked to contribute \$750 toward an auditorium chair in the new art gallery.

Small ring bound folder outlining the fundraising options for donating to the new art gallery.

Book of Donors – Christchurch Art Gallery. Hard back book containing a list of donors to the new art gallery and the fundraising teams involved.

The Intaglio Medallions, 1999 by Barry Cleavin. A brochure explaining the background and purpose of these medallions which were used to honour key sponsors of the new art gallery.

A4 card thanking recipient for their contribution to the new art gallery from Tony Preston.

Folder containing written information on the new art gallery, designs, key personnel involved.

Ribbon tied red folder containing information on the new art gallery in the lead up to the opening in March 2003. Including a letter from the Mayor, Garry Moore and Bulletin 131.

Annotated draft of fundraising brochure.

Box: 30

**Folder number: 2 folders numbered 30a and 30b
Communications/Publicity**

Information surrounding publicity of the new Christchurch Art Gallery project from 1998 – 2003. This includes meetings between Christchurch City Council communications staff (Kay Carston and John Hunter) and Robert McDougall Art Gallery staff from 1999 – c.2001. Communications strategies toward the new art gallery; key messages to be communicated to the public; press releases; draft copies of fundraising brochures; budgets.

**Folder: 30c
AMP Show Promotion**

Information surrounding the Christchurch Art Gallery information stands at the Christchurch AMP show in November 1999 organised by Amanda Gregan.

**Folder: 30d
Media Coverage**

Photocopy of article in Civic Trust News "Random Thoughts on a New Art Gallery" by Norman Barrett, November 1996.

fax from Stephen Stratford (Architecture New Zealand) to Amanda Gregan (Robert McDougall Art Gallery), 18 September 1998.

Regarding an article on the five final architectural designs for the new art gallery.

Series of newspaper clippings from December 2000 – January 2001 regarding construction of the new art gallery.

fax from Hermione Bushong (Robert McDougall Art Gallery) to Clayton Danswan (Trends Publishing), 15 October 2002.

Regarding a feature on the new art gallery.

Article in *Lino* Magazine "There is no better visual window into the soul", Issue no. 3, 2003.

Article in *BMW* Magazine "The Building as Art" by Liz Grant, Spring 2003.

**Folder: 30e
Branding**

Information regarding the branding of the new Christchurch Art Gallery undertaken by Strategy Advertising and Design.

**Folder: 30f
Blessing of Christchurch Art Gallery**

Information surrounding the blessing ceremony held before construction commenced, held at the Anglican Cathedral in the Square on 1 September 2000.

Box: 31
Visits to the art gallery site

Folder: 31a
Site Shout; Site Tours

Flyer and fax relating to Site Shout of 14 June 2001 for Tony Preston and Robert McDougall Art Gallery staff.

Information relating to the Supporters Site Tour of 1 November 2002.

Information relating to the Site tour for volunteers and other guests of 23 November 2002, and the tour for the fundraising committees of 5 December 2002.

Folder: 31b
Public Open Day, 1 December 2002.

Material relating to the organisation of the first public open day at the Christchurch Art Gallery with funds going to the New Zealand Lions. Organised by Hermione Bushong and Isabelle Boigelot at the Robert McDougall Art Gallery. Includes media releases, press clippings, correspondence.

Box: 32
History of the new gallery site

Substantial research material by Neil Roberts surrounding the history of the new Christchurch Art Gallery site.

The research was used to publish *The History of the New Gallery Site* brochure no's 1 – 4. These were a supplement to the Robert McDougall Art Gallery *Bulletin* during October 1996 – May 1997.

Box 33
The Buchan Group architectural drawings

Black and white architectural line drawing on plastic.

Site Dedication; A3 certificate to commemorate dedication of site for new art gallery. Signed by Vicki Buck, Cath Brown, Tony Preston, Trust Bank Canterbury representative, November 1996.

Series of A4 sized black and white architectural drawings on plastic.

Christchurch Art Gallery Developed Design Folio

Christchurch Art Gallery Developed Design Folio, annotated copy [incomplete].

Series of floor plans and sculpture garden plans.

Gateway Sculpture images by Graham Bennett.

Series of bound architectural drawings, annotated by Neil Roberts.

Christchurch Art Gallery Signage Proposal.

Christchurch Art Gallery Resource Consent drawings.

Black and white architectural line drawings.

The Buchan Group Stage One Architectural drawings folder.

The Buchan Group Stage Two Architectural drawings folder.

Christchurch Art Gallery Concept Design Report
Folder number 1.

Christchurch Art Gallery Concept Design Report
Folder number 2.

Strategy Metal Cast Type Standards Manual
Annotated copy 1.

Strategy Metal Cast Type Standards Manual
Annotated copy 2.

Christchurch Art Gallery Concept Design Report.

Christchurch Art Gallery Concept Design Report, Volume 1.

Christchurch Art Gallery Concept Design Report, Volume 2.

Box 34
Opening

Folder of material relating to the opening of the Christchurch Art Gallery from the office of Hubert Klaassens, Public Programmes Manager.

Folder of material relating to the opening from the office of Tony Preston.

Folder of correspondence to Tony Preston congratulating him on the opening of the Christchurch Art Gallery.

Clear plastic envelope containing cards to Tony Preston congratulating him on the opening of the Christchurch Art Gallery.

CTV Coverage of the Opening Ceremony video (two copies).

CTV Opening Ceremony: interview with Director Christchurch Art Gallery Tony Preston (two copies).

Printed material relating to the opening, including invitations to the various opening functions; exhibition programme material for 2003/2004 [incomplete]; Education resource brochures; DLE size cards; Public Programmes information for 2003/2004 [incomplete]; First Anniversary Concert information 2004; opening folder of information.

Gift of a medal from Wolfgang Thierse (German politician) who visited the Christchurch Art Gallery on 3 December 2003.

Two roof pieces from the model of the Christchurch Art Gallery.

Digital images of the opening of the Christchurch Art gallery taken by Frank Easdale and presented to the Gallery in May 2004.

Printed media coverage on the opening of the Christchurch Art Gallery.

Cardboard model kit of Christchurch Art Gallery, sold in the Gallery Shop.

Box 35
Miscellaneous Images

Photographic prints, slides, negatives and Compact Disks relating to the new Christchurch Art Gallery.

Box 36

Documents from office of Bernadette Muir (Exhibition Designer)

Material relating to signage, auditorium, lighting, seating, shop, exhibition spaces, sound system.

Item 3

2 folders of Press Clippings mainly from *The Press* and *Christchurch Star* surrounding the new Christchurch Art Gallery. These were kept at the Information Pavilion on the new Gallery site.

Folder: 1

Dates from May 1996 to May 1999.

Folder: 2

Dates from June 1999 to June 2001.

Item 4
Planhorse

Detailed plans of Christchurch Art Gallery

Glazing
Lighting Design
Construction (WDA series)
3D renderings
Construction (D series)
Data (WDD series)
Electrical (WDE series)
Fire (WDF series)
Joinery (J series)
Landscape (L series)
Masonry (WDMA series)
Miscellaneous
Preliminary (ASK series)
Security (WD SS series)
Stormwater (WDH series)
Window (GSW series)
5 architectural drawings of the Christchurch Art Gallery