

25 May 2026

Cara Brown

fyi-request-33115-9450fe70@requests.fyi.org.nz

Tēnā koe Cara,

Updated Response – Local Government Official Information and Meetings Act (LGOIMA) 1987

We are writing in relation to the response previously provided to you under the Local Government Official Information and Meetings Act 1987. For completeness, a copy of the original response letter is also enclosed.

We have recently been made aware that some third-party Google Drive links previously provided in our response were publicly accessible. Those links have now been removed. We ask that you delete any material accessed via those links and refrain from any further use or distribution of that material.

Please refer to the updated appendix below, which sets out the documents identified as within scope of your request and Council's decision on their release. Some information has been withheld as out of scope of your request, and some information has been withheld under the following provisions of the LGOIMA:

- Section 7(2)(a) of the LGOIMA, to protect the privacy of individuals, including patrons' details and personal contact information,
- Section 7(2)(b)(ii) of the LGOIMA, as release would likely unreasonably prejudice the commercial position of the Foundation or the artist,
- Section 7(2)(c)(i) and (ii) of the LGOIMA, as the information was provided and is held under an obligation of confidence, and release would be likely to prejudice the continued supply of similar information or otherwise damage the public interest,

- Section 7(2)(i) of the LGOIMA, as release would be likely to prejudice or disadvantage the Council's ability to carry on negotiations, including donor engagement and procurement of commissioned artwork, and
- Section 7(2)(j), to prevent the disclosure or use of official information for improper gain or improper advantage.

Council has considered whether the public interest in release of the withheld information outweighs the need to withhold it and has concluded that it does not.

As previously explained, correspondence of a purely administrative nature, such as meeting scheduling or logistical arrangements that do not relate to substantive matters concerning the Major Art Commission, has not been included in this release.

To minimise duplication, where multiple versions of the same email thread exist, only the most recent version of the email chain has been provided unless the correspondence diverged into separate threads.

You have the right to seek an investigation and review by the Ombudsman of this response. Information about how to make a complaint is available at: [Office of the Ombudsman - Complaints](#), or freephone 0800 802 602.

Please note that this response to your information request may be published on Hutt City Council's website: [Proactive releases - Hutt City Council](#).

Ngā mihi nui



Rebekah van der Splinter

Senior Advisor, Official Information and Privacy

Appendix 1: Documents for release

Number	Date	Document Type	Title/Subject Line	Redaction Grounds
1	2 March 2025	Email	[EXTERNAL] Re: Papers for Wednesday's Trustee Meeting – 5 March 2025	Some information has been withheld as it is out of scope of your request, and some information is withheld under section 7(2)(a) and section 7(2)(b)(ii).
2	3 April 2025	Email	[EXTERNAL] Re: Dowse Foundation Cotton Major Art Commission	Some information has been withheld under section 7(2)(a) and section 7(2)(b)(ii).
3	3 April 2025	Email	[EXTERNAL] Re: Dowse Foundation Cotton Major Art Commission	Some information has been withheld under section 7(2)(a) and section 7(2)(b)(ii). The attachment referenced in this email chain is withheld in full under section 7(2)(b)(ii).
4	3 April 2025	Email	Re: Dowse Foundation Commission – Brochure Text and Image check in	Some information has been withheld under section 7(2)(a) and section 7(2)(b)(ii).

Number	Date	Document Type	Title/Subject Line	Redaction Grounds
5	3 April 2025	Email	[EXTERNAL] RE: Major Commission – Documents for Review	Some information has been withheld under section 7(2)(a).
6	16 May 2025	Email	[EXTERNAL] Re: One query on the Foundation Contract – opinions, advice please	Some information has been withheld under section 7(2)(a) and section 7(2)(f)(i).
7	4 June 2025	Email	[EXTERNAL] Shane Cotton contract	Withheld in full under section 7(2)(b)(ii).
8	6 July 2025	Email	Re: [EXTERNAL] Re: Major Art Fund Fundraising Plan	Some information has been withheld under section 7(2)(a) and section 7(2)(b)(ii).
9	7 July 2025	Email	[EXTERNAL] Re: Shane alternative dates	Some information has been withheld under section 7(2)(a).
10	8 July 2025	Email	[EXTERNAL] Re: Major Art Commission Fundraising Plan	Some information has been withheld under section 7(2)(a) and section 7(2)(b)(ii).
11	1 August 2025	Email	Re: Major Art Commission fundraising plan	Some information has been withheld under section 7(2)(a) and section 7(2)(b)(ii).
12	2 September 2025	Email	Re: Major art commission fund-raising strategy	Some information has been withheld under section 7(2)(a).

Number	Date	Document Type	Title/Subject Line	Redaction Grounds
13	12 September 2025	Email	Re: Invite to Launch + list	Some information has been withheld under section 7(2)(a).
14	2 October 2025	Email	Info for Rebecca and PR	Some information has been withheld under section 7(2)(a).
15	2 October 2025	Email	Re: Confidential, \$100,000 Dowse Foundation Major Art Commission Announcement	Some information has been withheld as it is out of scope of your request, and some has been withheld under section 7(2)(a).
16	2 October 2025	Email	Fwd: Dowse Major Art Commission – invitation and invitation to forward	Some information has been withheld under section 7(2)(a).
17	4 October 2025	Email	Minutes from Major Art Fund meeting Saturday 4 October	Some information has been withheld under section 7(2)(a).
18	6 October 2025	Email	Major Art Fund – notes from meeting with Daniel Paul of The PR Company and other attachments	Some information has been withheld under section 7(2)(a).
19	7 October 2025	Email	RE: Dowse Foundation Invite	Some information has been withheld under section 7(2)(a) and section 7(2)(b)(ii).

Number	Date	Document Type	Title/Subject Line	Redaction Grounds
20	7 October 2025	Email	RE: Dowse Foundation Major Art Commission Launch	Some information has been withheld under section 7(2)(a).
21	8 October 2025	Email	RE: Foundation posts on Dowse IG	Some information has been withheld under section 7(2)(a).
22	9 October 2025	Email	Fundraising brochure to check – text and images	Some information has been withheld under section 7(2)(a).
23	14 October 2025	Email	ACTION NEEDED: Major Art Fund launch update	Some information has been withheld under section 7(2)(a) and section 7(2)(j).
24	14 October 2025	Email	Major Art Fund update and questions, please read	Some information has been withheld as it is out of scope of your request, and some has been withheld under section 7(2)(a).
25	15 October 2025	Email	RE: Final brochure to check	Some information has been withheld under section 7(2)(a).
26	15 October 2025	Email	RE: Final brochure to check	Some information has been withheld under section 7(2)(a).
27	17 October 2025	Email	Re: final Text changes to the brochure to check	Some information has been withheld under section 7(2)(a).
28	19 October 2025	Email	Major Art Fund Commission speech	Some information has been withheld under section 7(2)(a).

Number	Date	Document Type	Title/Subject Line	Redaction Grounds
29	20 October 2025	Email	Re: Dowse Foundation	Withheld in full under section 7(2)(c)(i) and (ii), section 7(2)(b)(ii) and section 7(2)(i).
30	22 October 2025	Email	Re: Afternoons with Jesse Mulligan – live interview RNZ	Some information has been withheld under section 7(2)(a).
31	28 October 2025	Email	RE: Donation update for Major Art Fund – good news!	Some information has been withheld under section 7(2)(a) and section 7(2)(b)(ii).
32	29 October 2025	Email	Re: Dowse Foundation Major Art Commission	Withheld in full under section 7(2)(c)(i) and (ii), section 7(2)(b)(ii) and section 7(2)(i).
33	17 November 2025	Email	Re: Major Art Fund	Some information has been withheld under section 7(2)(a).
34	18 November 2025	Email	RE: DF Major Art Commission invitees excluding donors	Some information has been withheld under section 7(2)(a).
35	21 November 2025	Email	RE: Major Art Fund Update	Some information has been withheld under section 7(2)(a) and section 7(2)(j).
36	26 November 2025	Email	Re: Change in Huia tier status	Some information has been withheld under section 7(2)(a) and section 7(2)(b)(ii).

From: s7(2)(a)
To: s7(2)(a)
Cc: s7(2)(a); Karl Chitham; s7(2)(a)
Subject: [EXTERNAL] Re: Papers for Wednesday's Trustee Meeting - 5 March 2025
Date: Tuesday, 4 March 2025 5:05:33 pm

Kia ora koutou

Thanks for getting sorting out the agenda and distributing the papers s7(2)(a) and for s7(2)(a) work in preparing most of these papers.

In your consideration of the Major Art Fund paper prior to tomorrow's meeting, I wanted to point out that we have already raised about \$30k for the Major Art Commission, so we may not have to underwrite the whole \$100k, but rather just \$70k.

We have also had previous discussions about whether the \$100k was GST inclusive or exclusive. I think we learnt from the Fiona Pardington experience on this and landed on GST inclusive. s7(2)(a) I am hoping you will come with clarity on this and what we decided previously for the meeting tomorrow. I am pretty sure Karl is an apology for the meeting tomorrow as he is away overseas.

s7(2)(a)

On 2 Mar 2025, at 10:51 AM, s7(2)(a) wrote:

Hi Everyone

s7(2)(a) I am sending out the papers for this month's Trustee meeting on Wednesday 5 March at 6pm at s7(2)(a)

Attached is:

- Agenda
- Draft minutes from February meeting
- Action Points from February Meeting
- Treasurer's Report and Balance Sheet
- HVCC Advocacy Paper
- Major Art Fund Paper

If you have any questions, or changes to the agenda, please give me a call.

Hopefully I haven't overlooked anything!

See you all soon.

s7(2)(a)

<DRAFT Minutes of the Dowse Foundation Trustee[40].docx><Dowse

Foundation ACTION POINTS[46] 2.docx><Treasurer Report March
2025.docx><HVCC Advocacy March 2025.docx><Major Art Fund paper
March 2025.docx><The_Dowse_Foundation_-_Balance_Sheet feb
25.xlsx><DF Meeting Agenda March 2025 (1).docx>

RELEASED UNDER THE LOCAL GOVERNMENT OFFICIAL INFORMATION AND MEETINGS ACT 1987

Major Art Fund Subcommittee Paper

Underwrite purchase

Purpose

The purpose of this paper is to obtain agreement from the Trustees to underwrite the purchase of a major artwork for the Dowse. The artwork will complement and enhance the Dowse collection.

Background

In 2021 The Foundation commissioned Fiona Pardington to create a series of works to celebrate The Dowse's 50th Anniversary. At that time, there was an idea that The Foundation may undertake further commissions approximately every two years.

With the first commission, we asked artists to create proposals for consideration. Upon reflection, we have determined that this process does not guarantee the best outcome, particularly as some artists do not like—and in some cases, won't participate in—a process that they consider competitive. We have agreed that future commissions will be by direct invite.

We have identified an artist for a second commission and initial discussions have occurred. At the time of the discussions, the artist was interested in the commission. They are an important New Zealand artist with links to the Hutt Valley and are not currently represented in the collection.

The Foundation has reserves dating back to fundraising for the new building. There have also been donations for a major artwork that have not yet been spent.

Recommendation

The Trustees agree to underwrite P766366 including GST for the purchase of a significant artwork;

If the Trustees agree to underwrite the cost of the acquisition, I propose the following steps are taken:

- Karl confirms that the artist is still interested in the commission and can deliver it in the first quarter of 2026.
- If the artist is interested, the subcommittee develops draft promotion collateral for presentation at the April Foundation meeting.
- If the artist is not interested or can't deliver in the first quarter of 2026, Karl works with his team to propose another artist for the commission at the April meeting
- At the April meeting the fundraising approach including "tiers" of support will be presented.
- The subcommittee and s7(2)(a) review the draft contract for the commission. The reviewed contract is entered into, unless the group concludes there are issues the full committee should consider.

Financial considerations

s7(2)(b)(ii)

If the underwrite was called, funds could be made available from term deposits without the need to incur break fees.

The following page (4) containing 'Email Attachment 2' has been removed as it is out of scope of your request.

DRAFT Minutes of the Dowse Foundation Trustee

Meeting

Monday 3 February 2024 at 6pm

At the Dowse s7(2)(a) on snacks)

	Item
1	Welcome s7(2)(a) welcomed the trustees to what will be a very busy year for the Foundation.
2	Attendance/Apologies All trustees were in attendance (s7(2)(a) had to leave the meeting early for a work commitment.)
3	Conflicts of Interest Declarations The register of conflicts of interest was disseminated at the meeting, and signed by all trustees.
4	Approval of Minutes - October 2024 meeting: approved - November 2024 meeting: approved subject to one minor amendment (change 'policy of gifts' to 'donations policy') 2024 AGM: approved Moved s7(2)(a) seconded s7(2)(a) unanimously approved.
5	Matters arising from November 2024 meeting: There were none.
6	Action Points: see attached.
7	Trustee Self Review: Working Together as a Team: See below for a summary of the discussion.
8	Setting our Priorities for 2025: See below for a summary of the discussion.
9	Update on Collectors Club Round 3 (CC3) - Memberships: s7(2)(a) to sort out full payment of memberships. - Confirming rest of the programme: s7(2)(a) ran through the Whanganui programme. She will send an email to CC3 members and firm updates for the remaining events when feasible. - Preparation for Wanganui/Sarjeant Gallery Event 8-9 March; Finalise and disseminate the programme for the Whanganui visit (Karl and s7(2)(a) offered to help with proofing if need be). - Set 2025 Pitch Party Date.

10	Finance matters/report s7(2)(a) will be working on a number of changes to the management of the Foundation's accounts, and will report back on these at the next meeting. s7(2)(a) thanked both for their donation of payments of subscription to the monthly Xero accounting software.
11	Dowse Director's Report Karl reminded the trustees of the exhibition opening on 14 February, and provided an update on Dowse's current activities.
12	General Business Hutt Valley Chamber of Commerce event 2025: Karl will work with s7(2)(a) and the HVCoc to finalise a date.
13	Next meeting: Wednesday 5 March 2025, 6pm, at s7(2)(a) house.

Out of scope

The following pages (7 - 12) have been removed as they are out of scope of your request.

Dowse Foundation Trustee Meeting Agenda

Wednesday 5 March 2024 at 6pm

at s7(2)(a) (address below)

	Item	Lead	Time
1	Welcome	s7(2)(a)	1 min
2	Attendance/Apologies	s7(2)(a)	1 min
3	Conflicts of Interest Declarations	s7(2)(a)	3 mins
4	Approval of Minutes of February 2025 meeting	All	5 mins
5	Matters arising from February 2025 meeting	All	5 mins
6	Action Points	All	5 mins
7	Update - Sponsorship sub-committee	s7(2)(a)	10 mins
8	Update – Hutt City Council advocacy sub-committee (paper attached)	s7(2)(a)	15 mins
9	Update on Collectors Club Round 3 - Update on arrangements and itinerary for Wanganui/Sargeant Gallery Event 8-9 March - Confirming rest of the CC programme - Set 2025 Pitch Party Date - Memberships	s7(2)(a)	20 mins
10	Update – Major Art Fund (paper attached)	s7(2)(a)	15 mins
12	Finance matters/report	s7(2)(a)	15 mins
13	General Business	All	5 mins
14	Next meeting: Wed 2 April 6pm – at The Dowse s7(2)(a) on snacks)	All	1 min

s7(2)(a)

The following pages (14 - 15) containing 'Email Attachment 5 and 6' have been removed as they are out of scope of your request.

From: s7(2)(a)
To: [Dowse Foundation](#)
Cc: [Karl Chitham](#); s7(2)(a)
Subject: [EXTERNAL] Re: Dowse Foundation Major Art Commission
Date: Thursday, 1 May 2025 11:56:03 am

Dear s7(2)(a) and Karl,

Shane is putting together the notes and images for the proposal that he has been researching and will be sending through directly.

I also met with the Gow Langsford to discuss the commission with regards to pricing and size. The size that Shane is proposing is 2200 mm x 1800 mm canvas. s7(2)(b)(ii)

[REDACTED]

Hopefully that is agreeable to all.

Best
s7(2)(a)

On 5 Apr 2025, at 11:18 AM, Dowse Foundation
<info@dowsefoundation.org.nz> wrote:

Kia ora s7(2)(a) & Shane

Thanks for your email s7(2)(a) We are excited about the commission too..

Attached is the brief. Please get in touch if you have any questions.

Ngā mihi nui,
s7(2)(a)

On Fri, 4 Apr 2025 at 13:04, s7(2)(a) wrote:

Kia ora Karl & s7(2)(a)

It will be wonderful to have a commissioned work as part of The Dowse Art Museum Collection.

We look forward to receiving the brief and the timeframe. As Shane may have mentioned, he has moved into a larger studio space so this is great timing to take on a new project.

Ngā mihi
s7(2)(a)

On 3 Apr 2025, at 3:18 PM, Karl Chitham
<Karl.Chitham@huttcity.govt.nz> wrote:

Kia ora Shane,

It was good to chat briefly yesterday and great to hear you are still interested in the commission.

I would like to introduce s7(2)(a) who is one of the Dowse Foundation Trustees and the treasurer. She will be your main contact for the commission and will send you through the brief in the next day or so and talk through the timeline and other considerations.

Thank you again for your patience and I look forward to seeing the final outcome

Ngā mihi
Karl

Karl Chitham
Director Dowse Art Museum
Head of Arts & Culture, Hutt City Council

s7(2)(a)

PO Box 30396 Lower Hutt, 5040, New Zealand

dowse.org.nz | petonesettlers.org.nz | [<image001.jpg>](#)

[<image002.jpg>](#) [<image003.jpg>](#) @thedowse

[<image004.png>](#)

<Dowse Foundation Major Commission Brief April 2025 Final.docx>

From: Dowse Foundation <info@dowsefoundation.org.nz>
Sent: Sunday, 8 June 2025 12:37 pm
To: s7(2)(a) Shane Cotton s7(2)(a)
Cc: Karl Chitham <Karl.Chitham@huttcity.govt.nz>
Subject: [EXTERNAL] Re: Dowse Foundation Cotton Major Art Commission

Kia ora korua,

Signed contract for your records. When you get a chance, please send through an invoice for the deposit amount.

Ngā mihi nui,
s7(2)(a)

On Thu, 5 Jun 2025 at 09:03, Karl Chitham <Karl.Chitham@huttcity.govt.nz> wrote:
Mōrena kōrua,
So pumped we could finally make this happen 😊

Out of scope

Talk soon.

Ngā mihi
Karl

Karl Chitham
Director Dowse Art Museum
Head of Arts & Culture, Hutt City Council
s7(2)(a)
PO Box 30396 Lower Hutt, 5040, New Zealand
dowse.org.nz | petonesettlers.org.nz | [f](#) [i](#) [t](#) @thedowse



From: Dowse Foundation <info@dowsefoundation.org.nz>

Sent: Wednesday, 4 June 2025 8:36 pm

To: s7(2)(a)

Cc: Shane Cotton s7(2)(a) Karl Chitham
<Karl.Chitham@huttcity.govt.nz>

Subject: [EXTERNAL] Re: Dowse Foundation Cotton Major Art Commission

Kia ora korua

Many thanks for sending the signed contract through. It was lovely to be able to announce and celebrate the signing at our meeting tonight.

I have forwarded the contract to our Chair for signing and will send you a copy as soon as I receive it. When you get a chance, please send your account details through so that I can arrange payment.

Ngā mihi nui

s7(2)(a)

On Tue, 3 Jun 2025 at 11:52, s7(2)(a) wrote:

Kia ora s7(2)(a)

Please find signed contract attached.

Ngā mihi,

s7(2)(a)

On 3 Jun 2025, at 11:25 AM, Shane Cotton s7(2)(a) wrote:

Kia ora s7(2)(a)

Apologies, will forward signed contract later today, and all good regards the dinner evening.

Nga mihi

Shane

On 2 Jun 2025, at 4:55 PM, Dowse Foundation <info@dowsefoundation.org.nz> wrote:

Kia ora korua,

I hope you are both well. On Wednesday we have a Trustee meeting. I am emailing you so that I can say that I have been in touch!

When you get a chance, please send back the signed contract.

We are looking forward to working with you.

Ngā mihi nui,

s7(2)(a)

On Thu, 22 May 2025 at 13:10, Dowse Foundation <info@dowsefoundation.org.nz> wrote:

Kia ora korua,

We were just working through our fundraising donor categories. We would like to offer donors over \$10,000 the opportunity to have dinner with Shane on the night of the artwork reveal. I realise we haven't included this in the contract. If you are happy with this, I don't think we need to adjust the contract, just please don't make other plans! If you would prefer not to attend a dinner, we will rethink our donor offerings.

Ngā mihi nui,

s7(2)(a)

On Mon, 19 May 2025 at 11:20, s7(2)(a) wrote:

Kia ora s7(2)(a)

The amended wording works well. Thank you for making those changes.

Should Shane go ahead and sign the copy that you sent through?

Kind regards

s7(2)(a)

On 17 May 2025, at 6:43 PM, Dowse Foundation <info@dowsefoundation.org.nz> wrote:

Kia ora s7(2)(a)

Many apologies for the length of time it has taken me to reply.

We are very pleased you are happy with the contract. Thanks for pointing out the issue with the insurance clause. We have had an attempt at amending it. Our suggestion is below:

s7(2)(b)(ii)

We are very open to alternative wording, so please make amendments if you would like changes. I have updated the contract for our suggestion (just for your convenience, no indication that we are set on the wording).

Ngā mihi nui,

s7(2)(a)

On Sun, 11 May 2025 at 13:02, s7(2)(a) wrote:

Kia ora s7(2)(a)

This is wonderful news. Thank you.

Shane and I have read through the contract and it all looks very good. The only point that we need to discuss is the insurance clause.

The artwork doesn't have a value until it is finished so I will not be able to insure until completion. The 90% payment is not made until the work is received and accepted, so for this reason I can't see any risk to the foundation.

We are very lucky to have a fantastic art transport service who picks up Shane's work from the studio and transports in a dedicated art van.

Happy to discuss and come up with an acceptable solution.

I welcome your thoughts.

Ngā mihi

s7(2)(a)

On 9 May 2025, at 3:32 PM, Dowse Foundation <info@dowsefoundation.org.nz> wrote:

Kia ora Shane s7(2)(a),

Thanks very much for the proposal. The Trustees are very happy to accept it. Some of the Trustees were lucky enough to see a work from the same series in Auckland over the weekend and were impressed. Importantly, Karl thinks it would be an excellent addition to the Dowse collection.

I have attached the draft contract. There are several highlighted sections for your information to be added. Please have a look and let me know what you think. Once we are both happy, I can arrange for signing by our Chair.

If you have any problems sending emails, feel free to contact me on my mobile

s7(2)(a)

Ngā mihi nui,

s7(2)(a)

On Thu, 1 May 2025 at 12:06, Shane Cotton s7(2)(a) wrote:

Kia ora s7(2)(a)

Please find attached a proposal commission for the Dowse Art Gallery 2025

In terms of the completion schedule, the work will take between 9-12 months from the time of approval. This time schedule may also be shortened, depending on progress and other studio commitments.

Dowse Commission 2025 Shane Cotton

Liquid Sleep (Moerewa) 2025 2.2 x 1.8m acrylic on canvas

A example of recent work that focuses on the “tiki” form.

In this proposal for the commission for the Dowse Art Gallery, I would like to focus on a work that depicts “Whatonga”, as the central tiki figure - painting on canvas, measuring 2200 x 1800mm. The general composition will be similar as the example above, a central tiki, pattern, foliage either side, and secondary manaia/taniwha figures, including text, of places and ancestral names: to be determined. In and around the figure, various references will be alluded to in respect of Whanganui a Tara (the great harbour of Tara(Whatong’s son)) and the environs of Te Awa-Kairangi (the Heretaunga (Hutt) river).

I also want to reference the Whare Pataka *Nuku Tewhatewha*, (inspiring us to look to the past as we shape our future) as a symbol of modernity while acknowledging ancestral whakapapa. The inclusion and reference to the Whare Pataka is also an acknowledgement of the continuity of art forms and taonga that are shared across time, reflecting our shared community(kotahitanga and manakitanaga) - symbolic of resistance, struggle, unity and peace.

While these themes will underpin the conceptual basis of the work, the painting itself will evolve through process and practice. This implies, that subject-matter and its treatment, painterly and conceptual, may/will develop accordingly.

Ngā Manakitanga
Shane Cotton
Kororāreka

On 1 May 2025, at 10:05 AM, Dowse Foundation <info@dowsefoundation.org.nz> wrote:

Kia ora s7(2)(a) and Shane

I hope you are surviving this weather. It's windy here, even for Wellington!

I am just wondering how you are going with the proposal. We have a Trustee meeting next week and ideally would love to be able to consider the proposal and get back to you with the contract.

Ngā mihi,

s7(2)(a)

On Sat, 5 Apr 2025 at 12:21, s7(2)(a) wrote:

Kia ora

s7(2)(a)

Thank you for sending the details through - very exciting.

Shane will give this some thought and get back to you with an outline of the proposal as requested.

Ngā mihi

s7(2)(a)

On 5 Apr 2025, at 11:18 AM, Dowse Foundation <info@dowsefoundation.org.nz> wrote:

Kia ora s7(2)(a) & Shane

Thanks for your email s7(2)(a) We are excited about the commission too..

Attached is the brief. Please get in touch if you have any questions.

Ngā mihi nui,

s7(2)(a)

On Fri, 4 Apr 2025 at 13:04, s7(2)(a) wrote:

Kia ora Karl &

s7(2)(a)

It will be wonderful to have a commissioned work as part of The Dowse Art Museum Collection.

We look forward to receiving the brief and the timeframe. As Shane may have mentioned, he has moved into a larger studio space so this is great timing to take on a new project.

Ngā mihi

s7(2)(a)

On 3 Apr 2025, at 3:18 PM, Karl Chitham <Karl.Chitham@huttcity.govt.nz> wrote:

Kia ora Shane,

It was good to chat briefly yesterday and great to hear you are still interested in the commission.

I would like to introduce s7(2)(a) who is one of the Dowse Foundation Trustees and the treasurer. She will be your main contact for the commission and will send you through the brief in the next day or so and talk through the timeline and other considerations.

Thank you again for your patience and I look forward to seeing the final outcome 😊

Ngā mihi

Karl

Karl Chitham

Director Dowse Art Museum

Head of Arts & Culture, Hutt City Council

s7(2)(a)

PO Box 30396 Lower Hutt, 5040, New Zealand

dowse.org.nz | petonesettlers.org.nz | <image001.jpg> <image002.jpg> <image003.jpg>

≥ @thedowse

<Dowse Foundation Major Commission Brief April 2025 Final.docx>

<Dowse Foundation Major Commission Contract May 2025 final.docx>

<Dowse Foundation Major Commission Contract May 2025 updated 17 May.docx>

These attachments are withheld in full under section 7(2)(b)(ii).

From: Dowse Foundation <info@dowsefoundation.org.nz>

Sent: Monday, 15 September 2025 2:05 pm

To: Shane Cotton s7(2)(a)

Cc: s7(2)(a) Karl Chitham <Karl.Chitham@huttcity.govt.nz>

Subject: Re: Dowse Foundation Commission – Brochure Text and Image check in

Kia ora s7(2)(a) and Shane,

Our apologies, this must have been missed in the comms between us all and Karl.

We are definitely locked in for Thursday the 16th of October and we have just finalised the invite. It is attached for you to look at.

Are you able to make Thursday the 16th of October?

Ngā mihi,

s7(2)(a)

On 15/09/2025, at 8:20 AM, Shane Cotton s7(2)(a) wrote:

Kia ora s7(2)(a)

Hope all is well.

Just checking in to confirm the date of the launch event. Is 16 October a firm date?

It would be good to get flights booked my end.

Nga mihi

s7(2)(a)

On 17 Aug 2025, at 1:26 PM, Dowse Foundation <info@dowsefoundation.org.nz> wrote:

Kia ora s7(2)(a)

Thanks for your quick reply – much appreciated.

I've made the change you suggested to the text.

Let me know what Shane says about the date and the image. The launch event is on 16 October, as you know, so we could delay printing until much closer to that date if he thinks the work might be finished—or if there's a detail we could photograph, or perhaps a drawing we could use instead.

The designer has already reviewed the images from Karl and was wondering if there might be anything else available that has more impact or stronger relevance to the commission. In the meantime, we'll use the image of Shane at The Dowse and can definitely keep that as a back-up.

We weren't expecting the final work to be completed until around March 2026, so if you're planning to finish it sooner (which is very exciting), please let us know. That way we can plan accordingly—both in terms of budget and events.

Ngā mihi maioha,

s7(2)(a)

On 16/08/2025, at 5:13 PM, s7(2)(a) wrote:

Kia ora s7(2)(a)

Lovely to hear from you and thank you for keeping us in the loop with the brochure.

I agree that using an image from the Dowse exhibition is a good option, and an installation shot would help avoid confusion with the commissioned work. I'll check with Shane regarding his expected completion date, as there is a chance the work may be finished by late September or early October. If so, you may wish to consider including the finished piece.

In the meantime, it makes sense to provide the designer with the images from Karl and review what they come up with..

The text is good. My only thought was that the final sentence about 2. the work, was not needed. (my opinon, not too worried if you want to keep it)

Very exciting!

Ngā mihi,

s7(2)(a)

On 16 Aug 2025, at 2:33 PM, Dowse Foundation <info@dowsefoundation.org.nz> wrote:

Kia ora Shane and s7(2)(a)

I'm one of the Trustees from The Dowse Foundation working on the major art commission, and I'm currently planning the fundraising brochure we're producing to support it. I'm getting in touch to check in regarding the text and images we might use.

As we don't yet have a finished work to photograph, Karl suggested including one of the images taken of you and your work during your exhibition at The Dowse. I've attached the images he shared. I've discussed this idea with our designer — while we can see potential in using one of these, they may not carry the visual impact that a strong singular work image would. However, if we include an image of an individual artwork, we risk people assuming (regardless of any clarification) that this is the commissioned work.

I'd love to hear your thoughts — and whether you are happy with one of the attached images, or if you might have an image in mind that could relate to the commission while avoiding that confusion.

Also, below is a very draft version of the text we've put together for the brochure about you and your work – based on your writing. Are you happy with this direction? Please let us know if there's anything specific you'd like included or adjusted.

The format of the brochure will likely be a double-sided A3 folded to DLE, with one side featuring text and the other a full-bleed image. If you're curious, here's a link to the designer's website: <https://grafik.co.nz/>. He's a senior designer with a strong background in creative work.

We're aiming to go to print in late September or early October. I'll be away for a couple of weeks from the 21st of August, so I'm hoping to get ahead before our next meeting on 3 September. Of course, we'll send you the final brochure to review and approve before it goes to print.

We're all so pleased you've been selected as the artist for this commission – it's incredibly exciting for The Dowse Foundation and The Dowse and such a fitting choice for this important milestone project.

Looking forward to hearing from you.

Ngā mihi nui,

s7(2)(a)

—

1. About the artist

Shane Cotton (Ngāpuhi b.1964) is one of Aotearoa New Zealand's leading contemporary painters. For over three decades, his work has explored identity, spirituality, and cross-cultural exchange, drawing on his bicultural heritage to navigate the complexities of New Zealand's history and politics.

Merging Māori and European visual traditions, Cotton's paintings bring together mokomokai, native birds, Māori biblical texts, ships, flags, Christian symbols, and abstract forms. His imagery spans centuries, layering the past and present to reflect on colonialism, land, and the intersections of Māori spirituality and Christianity.

Cotton's work moves between abstraction and representation, embracing ambiguity and resisting easy resolution. He invites viewers to sit with complexity, contradiction, and personal interpretation.

He has exhibited widely in New Zealand and internationally, with major retrospectives at City Gallery Wellington and Auckland Art Gallery, and has received the Frances Hodgkins Fellowship, an Arts Foundation Laureate Award, and the ONZM for services to the visual arts.

2. The work

For this major commission, Shane Cotton proposes a large-scale painting centred on 'Whatonga', depicted in his distinctive tiki form. Framed by patterned foliage, manaia and taniwha figures, the work will incorporate text referencing ancestral names and places connected to Te Whanganui-a-Tara (the great harbour of Tara, Whatonga's son) and Te Awa Kairangi (the Heretaunga (Hutt) River).

The painting will also reference the Whare Pātaka Nuku Tewhatewha, held in the Dowse Art Museum's permanent display. This storehouse is both a symbol of modernity and a link to ancestral whakapapa, acknowledging the continuity of art forms and taonga across generations. It embodies kotahitanga (unity) and manaakitanga (care) while reflecting histories of resistance, struggle, and peace.

While these themes anchor the work, Cotton's process remains open-ended, allowing the composition, subject matter, and painterly treatment to evolve—ensuring a work that is deeply rooted yet responsive to the present.

<00027.jpeg><00030.jpeg><2021_07_16_ER_00632.jpeg><2021_07_16_ER_00637.jpeg>
><2021_07_16_ER_00707.jpeg><2021_07_16_ER_00730.jpeg><2021_07_16_ER_00765.
jpeg><2021_07_16_ER_01049.jpeg><2021_07_16_ER_01098.jpeg>

On 3 Jun 2025, at 11:52 AM, s7(2)(a) wrote:

Kia ora s7(2)(a)

Please find signed contract attached.

Ngā mihi,

s7(2)(a)

<Dowse Foundation Major Commission Contract May 2025 updated 17 May copy.pdf>

On 3 Jun 2025, at 11:25 AM, Shane Cotton s7(2)(a) wrote:

Kia ora s7(2)(a)

Apologies, will forward signed contract later today, and all good regards the dinner evening.

Nga mihi

Shane

On 2 Jun 2025, at 4:55 PM, Dowse Foundation <info@dowsefoundation.org.nz> wrote:

Kia ora korua,

I hope you are both well. On Wednesday we have a Trustee meeting. I am emailing you so that I can say that I have been in touch!

When you get a chance, please send back the signed contract.

We are looking forward to working with you.

Ngā mihi nui,

s7(2)(a)

On Thu, 22 May 2025 at 13:10, Dowse Foundation <info@dowsefoundation.org.nz> wrote:

Kia ora korua,

We were just working through our fundraising donor categories. We would like to offer donors over \$10,000 the opportunity to have dinner with Shane on the night of the artwork reveal. I realise we haven't included this in the contract. If you are happy with this, I don't think we need to adjust the contract, just please don't make other plans! If you would prefer not to attend a dinner, we will rethink our donor offerings.

Ngā mihi nui,

s7(2)(a)

On Mon, 19 May 2025 at 11:20, s7(2)(a) wrote:

Kia ora s7(2)(a)

The amended wording works well. Thank you for making those changes.

Should Shane go ahead and sign the copy that you sent through?

Kind regards

s7(2)(a)

On 17 May 2025, at 6:43 PM, Dowse Foundation <info@dowsefoundation.org.nz> wrote:

Kia ora s7(2)(a)

Many apologies for the length of time it has taken me to reply.

We are very pleased you are happy with the contract. Thanks for pointing out the issue with the insurance clause. We have had an attempt at amending it. Our suggestion is below:

s7(2)(b)(ii)

We are very open to alternative wording, so please make amendments if you would like changes. I have updated the contract for our suggestion (just for your convenience, no indication that we are set on the wording).

Ngā mihi nui,

s7(2)(a)

On Sun, 11 May 2025 at 13:02, s7(2)(a) wrote:

Kia ora s7(2)(a)

This is wonderful news. Thank you.

Shane and I have read through the contract and it all looks very good. The only point that we need to discuss is the insurance clause.

The artwork doesn't have a value until it is finished so I will not be able to insure until completion. The 90% payment is not made until the work is received and accepted, so for this reason I can't see any risk to the foundation.

We are very lucky to have a fantastic art transport service who picks up Shane's work from the studio and transports in a dedicated art van.

Happy to discuss and come up with an acceptable solution.

I welcome your thoughts.

Ngā mihi

s7(2)(a)

On 9 May 2025, at 3:32 PM, Dowse Foundation <info@dowsefoundation.org.nz> wrote:

Kia ora Shane and s7(2)(a)

Thanks very much for the proposal. The Trustees are very happy to accept it. Some of the Trustees were lucky enough to see a work from the same series in Auckland over the weekend and were impressed. Importantly, Karl thinks it would be an excellent addition to the Dowse collection.

I have attached the draft contract. There are several highlighted sections for your information to be added. Please have a look and let me know what you think. Once we are both happy, I can arrange for signing by our Chair.

If you have any problems sending emails, feel free to contact me on my mobile

s7(2)(a)

Ngā mihi nui,

s7(2)(a)

On Thu, 1 May 2025 at 12:06, Shane Cotton s7(2)(a) wrote:

Kia ora s7(2)(a)

Please find attached a proposal commission for the Dowse Art Gallery 2025

In terms of the completion schedule, the work will take between 9-12 months from the time of approval. This time schedule may also be shortened, depending on progress and other studio commitments.

Dowse Commission 2025 Shane Cotton

Liquid Sleep (Moerewa) 2025 2.2 x 1.8m acrylic on canvas

A example of recent work that focuses on the “tiki” form.

In this proposal for the commission for the Dowse Art Gallery, I would like to focus on a work that depicts "Whatonga", as the central tiki figure - painting on canvas, measuring 2200 x 1800mm. The general composition will be similar as the example above, a central tiki, pattern, foliage either side, and secondary manaia/taniwha figures, including text, of places and ancestral names: to be determined. In and around the figure, various references will be alluded to in respect of Whanganui a Tara (the great harbour of Tara(Whatong's son)) and the environs of Te Awa-Kairangi (the Heretaunga (Hutt) river).

I also want to reference the Whare Pataka *Nuku Tewhatewha*, (inspiring us to look to the past as we shape our future) as a symbol of modernity while acknowledging ancestral whakapapa. The inclusion and reference to the Whare Pataka is also an acknowledgement of the continuity of art forms and taonga that are shared across time, reflecting our shared community(kotahitanga and manakitanga) - symbolic of resistance, struggle, unity and peace.

While these themes will underpin the conceptual basis of the work, the painting itself will evolve through process and practice. This implies, that subject-matter and its treatment, painterly and conceptual, may/will develop accordingly.

Ngā Manakitanga
Shane Cotton
Kororāreka

On 1 May 2025, at 10:05 AM, Dowse Foundation <info@dowsefoundation.org.nz> wrote:

Kia ora s7(2)(a) and Shane

I hope you are surviving this weather. It's windy here, even for Wellington!

I am just wondering how you are going with the proposal. We have a Trustee meeting next week and ideally would love to be able to consider the proposal and get back to you with the contract.

Ngā mihi,

s7(2)(a)

On Sat, 5 Apr 2025 at 12:21, Luanne Bond <lubond@xtra.co.nz> wrote:

Kia ora [REDACTED]

Thank you for sending the details through - very exciting.

Shane will give this some thought and get back to you with an outline of the proposal as requested.

Ngā mihi

[REDACTED]

On 5 Apr 2025, at 11:18 AM, Dowse Foundation <info@dowsefoundation.org.nz> wrote:

Kia ora [REDACTED] & Shane

Thanks for your email [REDACTED] We are excited about the commission too..

Attached is the brief. Please get in touch if you have any questions.

Ngā mihi nui,

[REDACTED]

On Fri, 4 Apr 2025 at 13:04, [REDACTED] wrote:

Kia ora Karl & [REDACTED]

It will be wonderful to have a commissioned work as part of The Dowse Art Museum Collection.

We look forward to receiving the brief and the timeframe. As Shane may have mentioned, he has moved into a larger studio space so this is great timing to take on a new project.

Ngā mihi

[REDACTED]

On 3 Apr 2025, at 3:18 PM, Karl Chitham <Karl.Chitham@huttcity.govt.nz> wrote:

Kia ora Shane,

It was good to chat briefly yesterday and great to hear you are still interested in the commission.

I would like to introduce s7(2)(a) who is one of the Dowse Foundation Trustees and the treasurer. She will be your main contact for the commission and will send you through the brief in the next day or so and talk through the timeline and other considerations.

Thank you again for your patience and I look forward to seeing the final outcome 😊

Ngā mihi
Karl

Karl Chitham
Director Dowse Art Museum
Head of Arts & Culture, Hutt City Council
s7(2)(a)

PO Box 30396 Lower Hutt, 5040, New Zealand
dowse.org.nz | petonesettlers.org.nz | [<image001.jpg>](#) [<image002.jpg>](#) [<image003.jpg>](#)
[@thedowse](#)

[<image004.png>](#)

[<Dowse Foundation Major Commission Brief April 2025 Final.docx>](#)

[<Dowse Foundation Major Commission Contract May 2025 final.docx>](#)

[<Dowse Foundation Major Commission Contract May 2025 updated 17 May.docx>](#)

Document 4
Email Attachment 11

The Dowse Foundation

Invitation Major Art Commission

The Trustees of The Dowse Foundation warmly invite you to the launch of our second Major Art Commission Fundraising campaign.

We are raising \$100,000 to commission a landmark new work by internationally renowned New Zealand artist with strong connections to Lower Hutt—an artist not yet represented in The Dowse Art Museum Collection.

The selected artist will be announced on the night and will join us to share their vision for this exciting project.

Date & Time	Location
Thursday 16 October, 2025 6pm	The Dowse Art Museum, Laings Road, Lower Hutt

RSVP

info@dowsefoundation.org.nz

The
Dowse
Art
Museum

Almighty.

TUATARA

PR THE PR COMPANY
PROFESSIONAL RELATIONS COMPANY LIMITED

From: s7(2)(a)
To: s7(2)(a) Karl Chitham; s7(2)(a)
Cc: s7(2)(a)
Subject: [EXTERNAL] RE: Major Commission – Documents for Review
Date: Friday, 4 April 2025 10:20:41 am
Attachments: [SM JS & CC edit Dowse Foundation Major Commission Brief 3 April 2025.docx](#)

Hi Everyone

Great work on the docs.

Have reviewed the Brief and have made some minor edits/suggestions in track change for consideration. Nothing major.

Will review the other docs next week.

Enjoy your weekends.

Cheers

s7(2)(a)

From: s7(2)(a)
Sent: Friday, 4 April 2025 12:37 am
To: s7(2)(a) 'Karl Chitham' <Karl.Chitham@huttcity.govt.nz>; s7(2)(a)
s7(2)(a)
Cc: s7(2)(a)
'Dowse Foundation' <info@dowsefoundation.org.nz>; s7(2)(a)
s7(2)(a)
Subject: RE: Major Commission – Documents for Review

Kis ora koutou

Many thanks for the work on the docs. They well and therefore my suggested edits/comments are few and minor.

For the **brief**, I have added one edit to s7(2)(a) in the attached brief. I have added that the Fiona Pardington Artwork was to celebrate the Dowse's 50th Birthday.

My edits on the **contract** are for clarity at the end of two clauses and to have the text of the contract in the same font.

I have a query with the donor categories. Are the three categories the three the Foundation will formally recognise Or are they the only categories of donors to be accepted? I would assume the former. If a small business or individual wished to donate between \$1,000 and \$4,999 would the Foundation receive it into the major art fund and would the donor be acknowledged on the

Donor page of the Dowse Foundation website? Again I am assuming they would be received and acknowledged on the website donor page.

Nga mihi nui

s7(2)(a)

From: s7(2)(a)

Sent: Thursday, 3 April 2025 8:16 PM

To: s7(2)(a) Karl Chitham <Karl.Chitham@huttcity.govt.nz>; s7(2)(a)

s7(2)(a)

Cc: s7(2)(a)

Dowse Foundation <info@dowsefoundation.org.nz>; s7(2)(a)

s7(2)(a)

Subject: Re: Major Commission – Documents for Review

Kia ora koutou

My edits of the brief, mostly aimed at consistency.

Please accept or reject without fear or favour.

The suite of docs are looking great. I am relying a lot on s7(2)(a) legal eye to give comfort on the legal aspects of the artwork agreement. I failed law.

Ngā mihi nui

s7(2)(a)

Sent from [Outlook](#)

From: s7(2)(a)

Sent: Thursday, 3 April 2025 3:10 pm

To: s7(2)(a)

s7(2)(a)

Karl Chitham

<Karl.Chitham@huttcity.govt.nz>; s7(2)(a)

Dowse Foundation <info@dowsefoundation.org.nz>

Subject: Major Commission – Documents for Review

Kia ora koutou,

s7(2)(a) Karl, and I just met to discuss the major commission and have updated the brief, ct, and fundraising tiers.

These three documents are attached for your review.

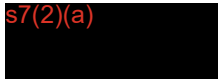
The most pressing document is the brief, as we plan to send this to Shane on Saturday.

Please send us your feedback on the brief by the end of the day Friday. If we don't hear from you by then, we'll assume you approve it.

Feedback on the other documents can be received over the next few weeks.

Ngā mihi,

s7(2)(a)



—

s7(2)(a)



RELEASED UNDER THE LOCAL GOVERNMENT OFFICIAL INFORMATION AND MEETINGS ACT 1987

THE DOWSE FOUNDATION

Dowse Foundation Major Artwork Commission – Brief

Background

In 2021, The Dowse Foundation agreed to support The Dowse Art Museum by beginning a programme of artwork commissions by artists who were operating at a very high level nationally and internationally, and whose art was therefore unattainable through the gallery's limited acquisition budget.

That year, The Dowse Foundation commissioned Fiona Pardington to create a suite of works called *Te Whitinga o Te Pō* (The Shining Lady of the Night), which were then gifted to The Dowse Art Museum's collection to celebrate The Dowse Art Museum's 50th Birthday.

The Dowse Foundation is now moving on to its second commission, to be announced publicly in mid-2025.

Considerations

The successful commission will connect to The Dowse Art Museum, or to Te Awakairangi ki Tai / Lower Hutt, or establish another relevant conceptual relationship. This may be interpreted broadly or laterally, depending on the Artist's approach.

The artwork(s) may be in any medium and may consist of either a single work or a series.

Although this commission is for a new artwork, the expectation is that the commissioned artwork will be a natural extension of the artist's central practice, rather than a wholly new or experimental direction.

The commissioned artwork(s) will be unique/original and not part of an edition.

The commissioned artwork(s) will be gifted by The Dowse Foundation to The Dowse Art Museum for its permanent art collection.

As with all works in the collection, the display of the artwork is at the discretion of The Dowse Art Museum. It should not be expected that the artwork will be on long-term or permanent display. It will most likely be featured in temporary exhibitions at The Dowse Art Museum and/or be loaned to other institutions.

The commissioned artwork(s) must therefore be suitable for safe and adequate long-term storage within The Dowse Art Museum's collection facilities. This includes consideration of scale, fragility, display requirements, and any use of unstable materials or technology.

Proposal

The Artist is required to submit a brief proposal or description for the new artwork(s) prior to production. This proposal should include:

THE DOWSE FOUNDATION

- 1–5 indicative images or initial sketches of the proposed artwork(s). It is understood that the project may change visually to some degree as it develops;
- A description of the proposed artwork(s), including the medium, approximate size, and any other relevant technical specifications;
- A brief explanation of the meaning or concept behind the work(s);
- Confirmation that the Artist can meet the timeline provided below; and
- The Artist's current CV.

Process and Indicative Timeline

Monday 28 April 2025

Proposal submitted by the Artist to The Dowse Foundation by email:

info@dowsefoundation.org.nz

Monday 28 April 2025 to Friday 23 May

Review of proposal by Major Art Fund committee of The Dowse Foundation – this may include communications between committee and Artist to clarify any aspects of the proposal.

Friday 23 May

Accept or reject proposal and advise Artist.

Monday 26 May 2025

If Proposal accepted, , the contract is signed by the Artist and The Dowse Foundation.

Mid-2025 (date TBC)

Artist attends an event at The Dowse Art Museum to announce the commission and gives an artist talk.

December 2025 (date TBC)

Artwork(s) completed and delivered to The Dowse Art Museum.

Early 2026 (date TBC)

Artist attends an event at The Dowse Art Museum to unveil the new commission.

Commission Value

The Value of this Commission is \$100,000 including GST.

Foundation Contact

s7(2)(a)

THE DOWSE FOUNDATION

info@dowsefoundation.org.nz

s7(2)(a)

DRAFT

RELEASED UNDER THE LOCAL GOVERNMENT OFFICIAL INFORMATION AND MEETINGS ACT 1987

From: s7(2)(a)
To: Karl Chatham
Cc: [EXTERNAL] Re: One query on the Foundation Contract - opinions/advice please
Subject: Friday, 16 May 2025 2:15:34 pm
Date:

I don't quite know how to respond but I agree with what you suggest s7(2)(a) we could change the clause to say something like this:

s7(2)(f)(i)

Ngā mihi,
s7(2)(a)

s7(2)(a)

On 16 May 2025, at 10:29 AM, s7(2)(a) wrote:

Kia ora korua,

Apologies, I have only checked the Dowse email now. Can you please have a look at s7(2)(a) email below.

s7(2)(f)(i)

What do you think?

Ngā mihi,
s7(2)(a)

<image001.png>

s7(2)

to me, Shane, Karl

<image002.gif>

Kia ora s7(2)(a)

Sun 11 May, 13:02 (5 days ago)

<image002.gif>

<image002.gif>

This is wonderful news. Thank you.

Shane and I have read through the contract and it all looks very good. The only point that we need to discuss is the insurance clause.

The artwork doesn't have a value until it is finished so I will not be able to insure until completion. The 90% payment is not made until the work is received and accepted, so for this reason I can't see any risk to the foundation.

We are very lucky to have a fantastic art transport service who picks up Shane's work from the studio and transports in a dedicated art van.

Happy to discuss and come up with an acceptable solution.

I welcome your thoughts.

Ngā mihi
s7(2)(a)

From: s7(2)(a)
To: Karl Chitham; s7(2)(a)
Subject: Re: [EXTERNAL] Re: Major Art Fund Fundraising Plan
Date: Monday, 7 July 2025 1:59:15 pm
Attachments: [image001.jpg](#)
[image002.jpg](#)
[image003.jpg](#)
[image004.png](#)

Text would be great

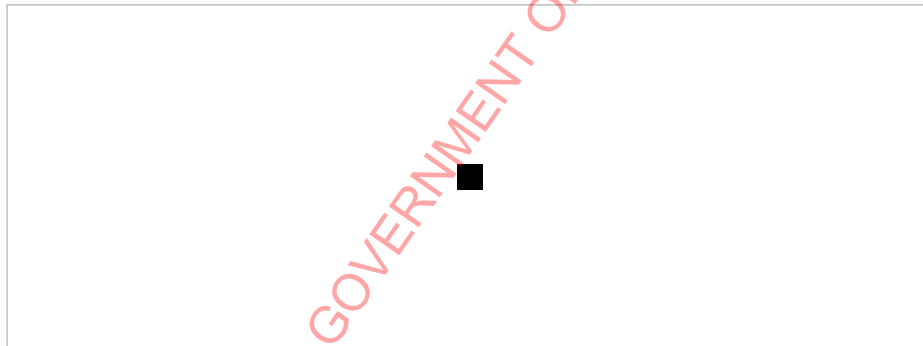
Get [Outlook for Android](#)

From: Karl Chitham <Karl.Chitham@huttcity.govt.nz>
Sent: Monday, July 7, 2025 1:54:26 pm
To: s7(2)(a)
Subject: RE: [EXTERNAL] Re: Major Art Fund Fundraising Plan

Would it be ok for me to flick them a text? We probably need to confirm otherwise we will have to go back to the drawing board around dates.

Ngā mihi
Karl

Karl Chitham
Director Dowse Art Museum
Head of Arts & Culture, Hutt City Council
s7(2)(a)
PO Box 30396 Lower Hutt, 5040, New Zealand
[dowse.org.nz](#) | [petonesettlers.org.nz](#) | ☐ ☐ ☐ @thedowse



From: s7(2)(a)
Sent: Monday, 7 July 2025 1:38 pm
To: s7(2)(a)
Cc: Karl Chitham <Karl.Chitham@huttcity.govt.nz>
Subject: [EXTERNAL] Re: Major Art Fund Fundraising Plan

No email back from them yet

Ngā mihi,

s7(2)(a)

s7(2)(a)

On 7 Jul 2025, at 12:57 PM, s7(2)(a) wrote:

Hi,

I haven't seen a confirmation from the Cottons yet but I have not checked today.

s7(2)(a)

Get [Outlook for Android](#)

From: s7(2)(a)

Sent: Monday, July 7, 2025 12:50:01 pm

To: Karl Chitham <Karl.Chitham@huttcity.govt.nz>

Cc: s7(2)(a)

Subject: Re: Major Art Fund Fundraising Plan

Thanks Karl,

Looks good to me with a couple of suggestions:

Did the Cotton's agree to that date? Was that the order? s7(2)(a) Cottons, Trustees?

Not a major, but I would suggest changing the word Revel to Launch, so making it Major Commission Launch event, as the reveal is quite similar to inviting and could get confusing, plus I think we have used that terminology along the way. s7(2)(b)(ii)

Ngā mihi,

s7(2)(a)

s7(2)(a)

On 6 Jul 2025, at 12:02 PM, Karl Chitham <Karl.Chitham@huttcity.govt.nz> wrote:

Kia ora kōrua,

Sorry for the delay in flicking this to you both. s7(2)(a) is happy with the date for the event and I have booked the spaces in the Dowse calendar.

Happy to make any changes – just let me know. I can send out first thing tomorrow if I hear back from you both by then

Kia ora tātou,

The Major Art Fund fundraising subcommittee met this week to discuss an approach to fundraising for the 2025 Major artwork.

We agreed that this would be a four-prong approach:

1. Fundraising Brochure/Collateral
2. Reveal event
3. Approaching Cotton dealers/collectors
4. Working with PR firm

Can you please read through this and let me know if you have any questions or require clarification. **We also need your approval of the additional expenditure outlined below which would be a maximum of \$4500.**

1. **Fundraising Brochure/Collateral**

Design an evergreen brochure template that can be used across multiple campaigns including the Major Art Commission. For 2025 this would be a brochure that can be used by trustees for conversations with potential donors and would also be made available at the reveal event for the Major Art Commission. For 2025 we would work with a graphic designer to create the template and populate it with information and imagery about the proposed artwork, the artist, the foundation, the dowse and ways to donate.

Lead: s7(2)(a) (Karl and s7(2)(a) in support)

Budget: Trustees need to agree to an additional \$2500 (towards design, printing and commissioned writing) as this was not included in the draft 25/26 Budget presented at the July Trustee meeting

2. **Reveal event**

An event on Thursday 28th August (6-7.30pm) to announce the artist for the 2025/26 commission. The artist (and dealers) would be present. It would be cocktail style with canapés and would have all current masterlist invited alongside any prospective donors. There would be speeches including the

chair, artist and housekeeping. Collateral brochure would be available on the night. All attendees would also get a preview of the two new exhibitions opening the following day (Uana/Carried by the Waves: Claudia Jowitt and Wheel of Avalon: Bronwyn Holloway Smith) both artist can be present if required.

Lead: Event Karl. Other jobs include: masterlist – s7(2)(a) to be completed asap, invite design – Karl s7(2)(a) invite send s7(2)(a), artist travel/accom -

s7(2)(a)

s7(2)(b)(ii)

3. Approaching Cotton dealers/collectors

As part of the fundraising plan for the Major Art Commission it was identified that another source of revenue could be approaches made to the artist's Aotearoa representation (Gow Langsford and Nadine Milne) and any major collectors we may be familiar with. A list will need to be compiled before the launch event.

Lead: s7(2)(a) & Karl. Contributions from All trustees

Budget: Nil

4. Working with PR firm

As previously discussed at the July Board meeting. This work with The PR Company is both a strategic refocus on fundraising in particular with an emphasis on raising profile and generating increased patronage for the Major Art Commission. It will be attended by 3 trustees and 3 Dowse leadership team members (at the request of The PR Company) including Karl – so 6 people in total. The outcome of this will feed into future planning for the Major Art Commission.

Lead: s7(2)(a) (Karl in support)

Budget: Nil

Ngā mihi

Karl

Karl Chitham

Director Dowse Art Museum

Head of Arts & Culture, Hutt City Council

s7(2)(a)

PO Box 30396 Lower Hutt, 5040, New Zealand

dowse.org.nz | petonesettlers.org.nz | <image001.jpg> <image002.jpg> <image003.jpg> @thedowse

<image004.png>

From: s7(2)(a)
To: [REDACTED]
Cc: Karl Chitham
Subject: [EXTERNAL] Re: Shane alternative dates
Date: Tuesday, 8 July 2025 12:21:59 pm

Let's go for the 16th then.

Get [Outlook for Android](#)

From: s7(2)(a)
Sent: Tuesday, July 8, 2025 12:11:54 pm
To: s7(2)(a)
Cc: Karl Chitham <Karl.Chitham@huttcity.govt.nz>
Subject: Re: Shane alternative dates

I'm flexi, but have a show opening at the gallery on 2 October so won't be there. The 16th is clear at my end.

Could use this as a decider for the 16th and discuss whether we shift the CC event.

s7(2)(a)

On 8 Jul 2025, at 08:57, s7(2)(a) wrote:

Kia ora,

I agree we can't do the launch without Shane.

2 Oct is the day after the AGM and 16 Oct is the day after a collectors club event.

I think the better option is whichever you prefer Karl.

s7(2)(a) i know you have expressed concern that there won't be as many trustees after the AGM. I am happy to attend the launch. s7(2)(a) will be there as a collectors club member and s7(2)(a) will likely be there as s7(2)(a) is a member and her intention is to join next year.

s7(2)(a)

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From: Karl Chitham <Karl.Chitham@huttcity.govt.nz>
Sent: Monday, July 7, 2025 5:08:49 pm
To: s7(2)(a)
Subject: Shane alternative dates

Kia ora kōrua,

Shane has come back with late Sept – early Oct for the launch.

I have found a couple dates in the calendar Thursday 2 Oct (doesn't align with anything and is 2 weeks after the pitch party) or Thursday 16 Oct (aligns with a show preview). Both are currently free.

Just wanting to get your thoughts on what next as I don't think we can do the launch without Shane being present.

Ngā mihi
Karl

Karl Chitham
Director Dowse Art Museum
Head of Arts & Culture, Hutt City Council

s7(2)(a)

PO Box 30396 Lower Hutt, 5040, New Zealand

dowse.org.nz | petonesettlers.org.nz |

<image001.jpg>

<image002.jpg>

<image003.jpg>

@thedowse

<image004.png>

RELEASED UNDER THE LOCAL GOVERNMENT OFFICIAL INFORMATION AND MEETINGS ACT 1987

From: s7(2)(a)
 To: s7(2)(a) Karl Chitham: s7(2)(a)
 Cc: [EXTERNAL] Re: Major Art Commission Fundraising Plan
 Subject: Monday, 28 July 2025 5:36:05 pm
 Date:

Thanks s7(2)(a)

As part of the fundraising plan, we should treat the people who contributed that nearly \$30k special in some way. A phone call for the invite to the event? There name already on a board at the event to recognise them? I don't know what else, but I think we should be treating them special.

A lot of that money came out of small and larger donations associated with the 50th Dowse anniversary. I know s7(2)(a) gave \$2k. People at my table for the dinner contributed small amounts - s7(2)(a) for example.

Is there anyway we can get a list of the names of people who donated please?

s7(2)(a)

On 20 Jul 2025, at 3:04 PM, <r-jdavis@xtra.co.nz> <r-jdavis@xtra.co.nz> wrote:

Kia ora s7(2)(a)

s7(2)(b)(ii)

Nga mihi

s7(2)(a)

From: s7(2)(a)

Sent: Sunday, 20 July 2025 12:43 PM

To: s7(2)(a) Karl Chitham <Karl.Chitham@huttcity.govt.nz> s7(2)(a)

Subject: Re: Major Art Commission Fundraising Plan

Kia ora Major Art Team,

Thanks for the thinking and work gone into this. I agree with s7(2)(a) that this four pronged approach is looking very good. I too agree to the additional and not budgeted for expenditure as set out in Karl's email below.

I am keen to hear what others think of the approach and that is has full Trustee support. I gather we can confirm that at August's meeting?

Can I also please get confirmation of what funds we already have raised for this, and how much we are fundraising for please?

Kind regards,

s7(2)(a)

On 9 Jul 2025, at 8:19 AM, s7(2)(a) wrote:

Thanks Major Art Team

Looking good.

Happy to approve the unbudgetted expenditure as set out in Karl's email.

Is there anything else we need to budget for in terms of this commission? I know we have picked up the anticipated expenditure from the contract, but is there likely to be anything else related to the fundraising eg framing of the working drawings, more printed material, photographs of the finished work etc that we should budget for?

Regards

s7(2)(a)

Director
 Colee & Co Ltd
 s7(2)(a)

From: Karl Chitham <Karl.Chitham@huttcity.govt.nz>

Sent: Tuesday, July 8, 2025 2:43:07 AM

To: s7(2)(a)

Cc: s7(2)(a)

Subject: Major Art Commission Fundraising Plan

Kia ora tātou,

The Major Art Fundraising subcommittee met late last week to discuss an approach to fundraising for the 2025 Major artwork.

We agreed that this would be a four-prong approach:

1. Fundraising Brochure/Collateral
2. Launch event
3. Approaching Cotton dealers/collectors
4. Working with PR firm

Can you please read through this and let me know if you have any questions or require clarification.

We also need your approval of the additional expenditure outlined below which would be a maximum of \$4500.

1. Fundraising Brochure/Collateral

Design an evergreen brochure template that can be used across multiple campaigns including the Major Art Commission. For 2025 this would be a brochure that can be used by trustees for conversations with potential donors and would also be made available at the reveal event for the Major Art Commission. For 2025 we would work with a graphic designer to create the template and populate it with information and imagery about the proposed artwork, the artist, the foundation, the dowse and ways to donate.

Lead: s7(2)(a) (Karl and s7(2)(a) in support)

s7(2)(b)(ii)

2. Launch event

An event on Thursday 16th October (6-7.30pm) to announce the artist for the 2025/26 commission. This is the best date for the artist and we think it is essential that he is present. It would be cocktail style with canapés and would have all current masterlist invited alongside any prospective donors. There would be speeches including the chair, artist and housekeeping. Collateral brochure would be available on the night. All attendees would also get a preview of the two new exhibitions opening the following day (*Boy Textiles* and *Wing and a Prayer*). We are conscious that this will be after the AGM when we have 3 of our trustees stepping down but we hope they will still be able to support this important event.

Lead: Event Karl. Other jobs include: masterlist – s7(2)(a) to be completed asap, invite design – Karl, s7(2)(a) invite send s7(2)(a) artist travel/accom – s7(2)(a)

Budget: Trustees need to agree to an additional \$2000 (towards catering and wine – NB beer and sparkling water are sponsored) as this was not included in the draft 25/26 Budget presented at the July Trustee meeting

3. Approaching Cotton dealers/collectors

As part of the fundraising plan for the Major Art Commission it was identified that another source of revenue could be approached made to the artist's Aotearoa representation (Gow Langsford and Nadine Milne) and any major collectors we may be familiar with. A list will need to be compiled before the launch event.

Lead: s7(2)(a) & Karl. Contributions from All trustees

Budget: Nil

4. Working with PR firm

As previously discussed at the July Board meeting. This work with The PR Company is both a strategic refocus on fundraising in particular with an emphasis on raising profile and generating increased patronage for the Major Art Commission. It will be attended by 3 trustees and 3 Dowse leadership team members (at the request of The PR Company) including Karl – so 6 people in total. The outcome of this will feed into future planning for the Major Art Commission.

Lead: s7(2)(a) (Karl in support)

Budget: Nil

Ngā mihi

Karl

Karl Chitham

Director Dowse Art Museum

Head of Arts & Culture, Hutt City Council

s7(2)(a)

PO Box 30396 Lower Hutt, 5040, New Zealand

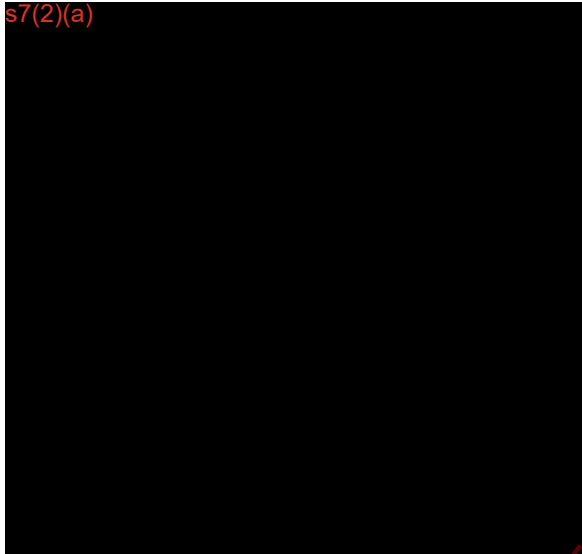
dowse.org.nz | petonesettlers.org.nz | <image001.jpg> <image002.jpg> <image003.jpg> @thedowse

<image004.png>

From: s7(2)(a)
To: Karl Chitham s7(2)(a)
Subject: Re: Major Art Commission fundraising plan
Date: Saturday, 9 August 2025 3:54:36 pm
Attachments: [Draft Major Art Commission Fundraising Plan 9 August.docx](#)

Ngā mihi,

s7(2)(a)



On 1 Aug 2025, at 3:46 PM, s7(2)(a) wrote:

Hey Karl and s7(2)(a)

Following s7(2)(a) email to me after the PR meeting yesterday, I took what we did with the fundraising tiers and the PR meeting and started on a pitch for the launch, it is below.

However, maybe we all need to meet again to discuss what we need to before the meeting around the wider fundraising plan?

My head has been out of the dowse for the last couple of weeks so need to actively get back into it, but won't do that now. I have an opening next Thursday so will join the Dowse meeting online on Wednesday and won't have much capacity after tomorrow. But I could meet tomorrow.

Thoughts?

s7(2)(a)

Updated Elevator Pitch (Artist Not Yet Announced):

"The Dowse Foundation is raising \$100,000 to support a major new artwork commission by one of Aotearoa's most celebrated contemporary artists."

Known for work that explores Māori identity, spirituality, and the legacy of colonisation, the artist has strong iwi affiliations to the Hutt Valley and deep ties to our region.

This commission will be a landmark addition to the Dowse Art Museum's collection—an ambitious, culturally resonant work that reflects the spirit of our time and place. It's the kind of acquisition the Dowse couldn't pursue without philanthropic support.

Every few years, the Foundation backs a bold new artwork that helps ensure our public collection stays vibrant and relevant. This is your opportunity to be part of that legacy—to help make possible a work that will inspire, challenge, and connect generations to come.

Join us. Whether through a donation, sharing the story, or attending our October launch event—there's a place for you in this kaupapa."

Ngā mihi,

s7(2)(a)



The following pages (55 - 57) containing 'Email Attachment 1' have been removed from the pack as they are withheld in full under sections 7(2)(a) and 7(2)(b)(ii) of the LGOIMA.

Notes from meeting Sat 9 August.

s7(2)(a)

to do for brochure

Design:

3rd September

8th September – invite ready to go out.

6 October — Brochure printed

Update website once brochure is printed, with shane cotton page, day after the launch – click through to see two commissions

To do:

Book writer – email Anthony Burt 75c a word, Shan's connections to the Hutt, Send writer Shane's response to the brief

Need images –

About the Trust/foundation

About the artist

Writing from Anthony Burt n the artist and work

How to donate, includes bank account

About the idea of the major commission,

Includes the tiers

Design Brief

Needs to work digitally for pdf emailing

Brochure stand

A3 can fold to dleQuote for full colour one side black and white

Distinction between the Dowse Art Muesum logo and the dowse foundation logo, not too close

Design an evergreen brochure template that can be used across multiple campaigns including the Major Art Commission. For 2025 this would be a brochure that can be used by trustees for conversations with potential donors and would also be made available at the reveal event for the Major Art Commission. For 2025 we

would work with a graphic designer to create the template and populate it with information and imagery about the proposed artwork, the artist, the foundation, the dowse and ways to donate.

Lead: s7(2)(a) (Karl and s7(2)(a) in support)

s7(2)(b)(ii)

[REDACTED]

DRAFT

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From: s7(2)(a)
To: s7(2)(a); Karl Chitham
Subject: Re: Major art commission fund-raising strategy
Date: Tuesday, 2 September 2025 9:14:12 pm

Hi

I met with s7(2)(a) and reminded her again today. She might have it ready tomorrow.

Out of scope

Cheers

s7(2)(a)

Get [Outlook for Android](#)

From: s7(2)(a)
Sent: Tuesday, September 2, 2025 8:39:35 pm
To: s7(2)(a); Karl Chitham
<Karl.Chitham@huttcity.govt.nz>
Subject: Major art commission fund-raising strategy

Hi s7(2)(a)

Just thinking about the tasks we had down for this fundraising. Was one of you, s7(2)(a) maybe, going to get that list of Donors from s7(2)(a) - any luck?

I have this on my list:

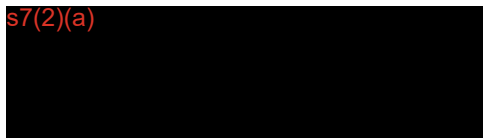
1. Go through bank account transactions - general fund – can do tomorrow maybe, but won't have time to do the next one tomorrow, so maybe I won't worry about this one either.
2. Get list off s7(2)(a) consolidate lists with headings, major donors, CC members, columns

Also – attached is the draft brochure. This version is designed for print and needs to be folded so that's why it's all upside down in places. I will print and bring tomorrow for everyone. s7(2)(a) just popped the images in as place holders. Can talk it through tomorrow night, but LMK any questions in advance if you want.

See you tomorrow.

s7(2)(a)

s7(2)(a)



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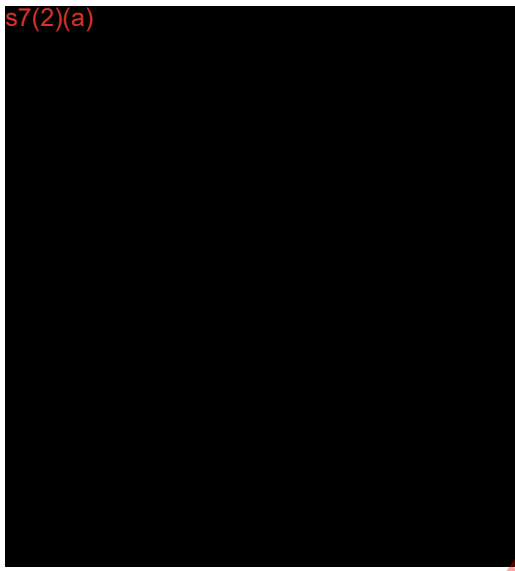
From: s7(2)(a)
To: s7(2)(a)
Cc: s7(2)(a); Karl Chitham; s7(2)(a)
Subject: Re: Invite to Launch + list
Date: Sunday, 14 September 2025 6:06:16 pm
Attachments: [Dowse Foundation Major Art Commission Invite 2.pdf](#)

Thanks team.

New file attached.

LMK your thoughts.

s7(2)(a)



On 14/09/2025, at 9:49 AM, s7(2)(a) wrote:

Hi, I agree with all of s7(2)(a) comments.

I will look at the invite list today.

FYI. Tomorrow I am involved in a full day assessment process for a job. I won't be able to look at emails or texts while I am doing this so I am unlikely to be very responsive tomorrow.

s7(2)(a)

Sent from my iPhone

On 14 Sep 2025, at 9:06 AM, s7(2)(a) wrote:

Thanks s7(2)(a)

Agree with s7(2)(a) comments.

Wondered if we should showcase Shane Cotton as an 'internationally renowned New Zealand artist' instead of a 'senior Aotearoa artist'.

Are we hoping to fundraise the night of the launch? I thought we were. If yes, think we should make that clear. Could do that relatively easily by adding the word 'fundraising' after 'Major Art Commission (fundraising) campaign' (brackets added).

Happy to discuss some more.

Regards

s7(2)(a)

From: s7(2)(a)

Sent: Friday, September 12, 2025 11:17 PM

To: s7(2)(a)

Cc: Karl Chitham <Karl.Chitham@huttcity.govt.nz>; s7(2)(a)

s7(2)(a)

s7(2)(a)

Subject: Re: Invite to Launch + list

Thanks s7(2)(a)

Quite right. Thanks for this feedback!

How is this wording? And New invite attached.

—

The Trustees of The Dowse Foundation warmly invite you to the launch of our second Major Art Commission campaign.

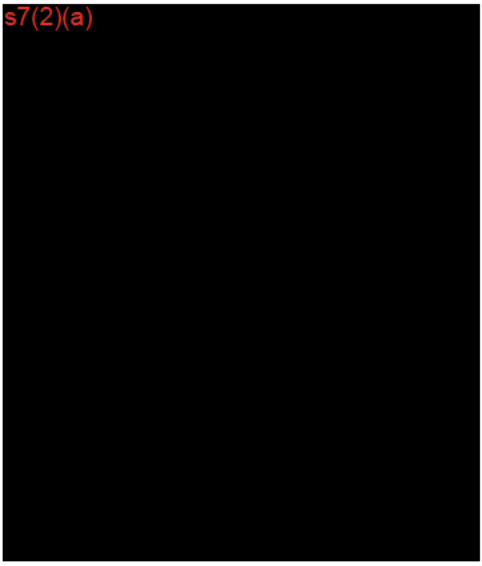
We are raising \$100,000 to commission a landmark new work by a senior Aotearoa artist with strong connections to Lower Hutt — an artist not yet represented in The Dowse Art Museum Collection.

The selected artist will be announced on the night and will join us to

share their vision for this exciting project.

—
Ngā mihi,

s7(2)(a)



On 12 Sep 2025, at 7:02 PM, s7(2)(a)
s7(2)(a) wrote:

Hi s7(2)(a)

I'm still away, so just quickly my main point is this - doesn't it need to mention that we are fundraising for this and we launching a campaign on the night and are inviting people to be part of it? Otherwise it sounds like we are handing over the \$100k on the night to Shane and it's all done and dusted. Plus shouldn't we mention that the artist is going to there on the night - that is the draw card to get people to the launch event.

s7(2)(a)

Sent from my iPhone

On 12 Sep 2025, at 2:25 PM, s7(2)(a)
s7(2)(a)
s7(2)(a) wrote:

Hi team,

Here is a copy of the draft invite to the launch.

I did check the wording with Karl, but now I am not so sure.

Anyone have any feedback?

We can change the colours if anyone wants them changed and I'll also crop it into the invite. Does anyone have a preference of sending it as a jpg or PDF? I would probably just attach it as a PDF but could do both.

Regarding the logos - they were all on white backgrounds so s7(2)(a) clear cut them. Unless people want to send me versions on a transparent background, I'll just leave them as is.

s7(2)(a) just sent me the list of past donors, but I haven't had time to check it.

Ngā mihi,

s7(2)(a)



Document 13
Email Attachment 11

The Dowse Foundation

Invitation Major Art Commission

The Trustees of The Dowse Foundation warmly invite you to the launch of our second Major Art Commission Fundraising campaign.

We are raising \$100,000 to commission a landmark new work by internationally renowned New Zealand artist with strong connections to Lower Hutt—an artist not yet represented in The Dowse Art Museum Collection.

The selected artist will be announced on the night and will join us to share their vision for this exciting project.

Date & Time	Location
Thursday 16 October, 2025 6pm	The Dowse Art Museum, Laings Road, Lower Hutt

RSVP

info@dowsefoundation.org.nz

The
Dowse
Art
Museum

Almighty.

TUATARA

PR THE PR COMPANY
PROFESSIONAL RELATIONS COMPANY LIMITED

From: s7(2)(a)
To: Karl Chitham
Subject: Info for s7(2)(a) and PR
Date: Thursday, 2 October 2025 9:55:26 am
Attachments: [Writing for brochure draft.docx](#)
[Fundraising-Leaflet-1.0_1 Edits_2 Sep.pdf](#)
[2021_07_16_ER_01049.jpeg](#)
[2021_07_16_ER_00707.jpeg](#)
[2021_07_16_ER_00730.jpeg](#)
[2021_07_16_ER_00765.jpeg](#)
[2021_07_16_ER_01098.jpeg](#)
[2021_07_16_ER_00637.jpeg](#)
[2021_07_16_ER_00632.jpeg](#)
[00030.jpeg](#)
[00027.jpeg](#)

Hey Karl,

here is the draft email I did for s7(2)(a) and edited to reflect our conversation last night. Also attached is the draft text for the brochure and a draft of the brochure itself.

Also images that you sent me.

s7(2)(a)

Subject: Media Invitation: \$100,000 Dowse Foundation Major Art Commission launch — Wednesday 22 October

Kia ora s7(2)(a)

I wanted to share details of the **Dowse Foundation Major Art Commission**, one of the most significant single-artist commission awards in Aotearoa. Valued at **\$100,000**, the award enables the creation of a landmark new work that will be gifted to The Dowse Art Museum Collection. For a museum with only a modest acquisitions budget, this commission allows the Foundation to support The Dowse in a way that would otherwise not be possible — thanks to the generosity of its benefactors.

The selected artist will be announced at the launch event:

- **When:** Wednesday 22 October 2025, 6pm
- **Where:** The Dowse Art Museum, Laings Road, Lower Hutt

The inaugural Major Art Commission, awarded in 2021 to Fiona Pardington, resulted in the acquisition of *Te Whitinga o te Pō* (*The Shining Lady of the Night*) — now a highlight of The Dowse's collection. This second award continues the Foundation's commitment to filling critical gaps in the collection and ensuring important works by leading artists are preserved for the future.

Quote:

"The Dowse Foundation is thrilled to support The Dowse in securing such a significant new work for the collection. With limited acquisition budgets, opportunities like this are rare — and all the more vital. This new commission brings an important voice into the collection: an artist who represents both the canon of New Zealand art history and a deep

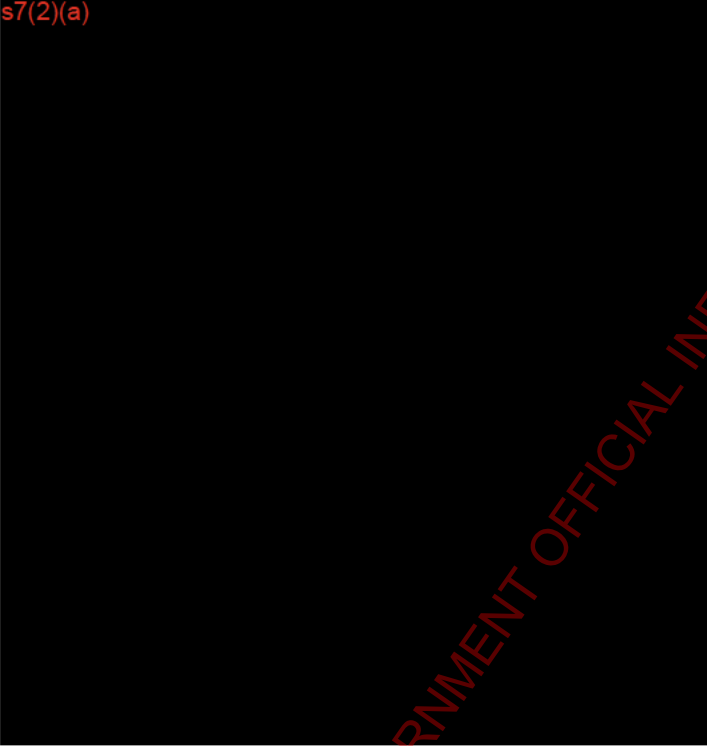
connection to the Hutt Valley, where he grew up. The work speaks to his tūpuna, bridging his roots in the north with his childhood here, and reflects exciting shifts in his current practice. It is exactly the kind of work that should be represented in the national record."

If useful, I'd be happy to share more detail on the award's significance, background on the artist (under embargo until the day after the launch), or arrange a time to meet over the weekend to discuss further.

We'd love to have you at the launch and to share more about this important milestone for The Dowse.

Ngā mihi nui.

s7(2)(a)



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1. About The Dowse Foundation and the Dowse Art Museum

The Dowse Foundation, established in 2003, is an independent charitable trust that supports and promotes the visual arts and crafts of Aotearoa, with a focus on developing the collection of The Dowse Art Museum.

We connect people to the Dowse through initiatives such as the Major Art Fund and the Dowse Collectors Club.

The Dowse Art Museum, which opened in 1971, has grown into one of Aotearoa New Zealand's most important regional galleries and a leading voice in Wellington's contemporary art scene. Known for its bold, diverse and sometimes unexpected programme, the Dowse embraces creativity in all its forms – from playful and surprising to thought-provoking and challenging. Its collection reflects this spirit, bringing together an eclectic mix of works that capture the richness and complexity of New Zealand's art and craft.

www.dowsefoundation.org.nz

www.dowse.org.nz

1. About the artist

Shane Cotton (Ngāpuhi b.1964) is one of Aotearoa New Zealand's leading contemporary painters. For over three decades, his work has explored identity, spirituality, and cross-cultural exchange, drawing on his bicultural heritage to navigate the complexities of New Zealand's history and politics.

Merging Māori and European visual traditions, Cotton's paintings bring together mokomokai, native birds, Māori biblical texts, ships, flags, Christian symbols, and abstract forms. His imagery spans centuries, layering the past and present to reflect on colonialism, land, and the intersections of Māori spirituality and Christianity.

Cotton's work moves between abstraction and representation, embracing ambiguity and resisting easy resolution. He invites viewers to sit with complexity, contradiction, and personal interpretation.

He has exhibited widely in New Zealand and internationally, with major retrospectives at City Gallery Wellington and Auckland Art Gallery, and has received the Frances Hodgkins Fellowship, an Arts Foundation Laureate Award, and the ONZM for services to the visual arts.

2. The work

For this major commission, Shane Cotton will create a large-scale painting centred on 'Whatonga', depicted in his distinctive tiki form. Framed by patterned foliage, manaia and taniwha figures, the work will incorporate text referencing ancestral names and places connected to Te Whanganui-a-Tara (the great harbour of Tara, Whatonga's son) and Te Awa Kairangi (the Heretaunga (Hutt) River).

The painting will also reference the Whare Pātaka Nuku Tewhatewha, held in the Dowse Art Museum's permanent display. This storehouse is both a symbol of modernity and a link to ancestral whakapapa, acknowledging the continuity of art forms and taonga across generations. It embodies kotahitanga (unity) and manaakitanga (care) while reflecting histories of resistance, struggle, and peace.

2. Major Artwork Commission – Be Part of the Legacy

The Dowse Foundation is raising \$100,000 for a major new artwork commission – a landmark addition that fills important gaps in the public collection, the kind of acquisition only possible with philanthropic support.

This ambitious project focuses on an artist with strong connections to Lower Hutt, ensuring the stories, histories, and creativity of our region are represented at the highest level. It will speak to the spirit of our time and place, offering a lasting connection between the community and contemporary art.

It is the Foundation's goal to deliver a bold commission every few years, keeping the collection vibrant, relevant, and reflective of our local and national identity. This project continues that tradition, creating a cultural legacy for Lower Hutt that will inspire, challenge, and connect generations to come.

3. Donor Categories & Benefits

Our donor categories, inspired by the birds of the Hutt Valley, celebrate the different ways supporters bring energy, boldness, and lasting impact to The Dowse. Each tier offers meaningful benefits that express our gratitude and create opportunities for donors to connect more closely with the artist, the commissioned work, and our community. Together, these categories recognise every contribution and highlight the special role each donor plays in bringing this major commission to life.

All donors receive an invitation to the artwork reveal.

\$5,000 – Pīwakawaka

- Acknowledgement in the wall text credit line, on the Dowse online collection page and Dowse Foundation website.

\$10,000 – Kākā

- All Pīwakawaka benefits.
- Invitation for two to an exclusive dinner with the artist.

\$25,000+ – Huia

- All Kākā benefits.
- Private visit to the artist's Bay of Islands studio (travel costs not included).

All donations are tax deductible.

How to Donate

Bank account: **The Dowse Foundation**

00-0000-00000000-00

Reference: *Major Art Fund* and your name.

How to Donate
Bank account: The Dowse Foundation
00-00000-00000000-00
Reference: Major Art Fund and your name
All donations are tax deductible

ARTIST
SHANE COTTON

COMMISSION
2025

Our donor categories, inspired by the birds of the Hutt Valley, celebrate the different ways supporters bring energy, boldness, and lasting impact to The Dowse. Each tier offers meaningful benefits that express our gratitude and create opportunities for donors to connect more closely with the artist, the commissioned work, and our community. Together, these categories recognise every contribution and highlight the special role each donor plays in bringing this major commission to life.

Private Patron (\$25,000+)
All Private Patron benefits, as well as an invitation for two to an exclusive dinner with the artist.

Kāiārae (\$10,000)
Acknowledgement in the wall text credit line, on the Dowse online collection page and Dowse Foundation website.

Te Kaitiaki (\$5,000)
Acknowledgement in the wall text credit line, on the Dowse online collection page and Dowse Foundation website.

Huiā (\$25,000+)
All Kāiārae benefits, as well as a private visit to the artist's Bay of Islands studio (travel costs not included).

DONOR
CATEGORIES
& BENEFITS

MAJOR ARTWORK COMMISSION

The Dowse Foundation is raising \$100,000 for a major new artwork commission – a landmark addition that fills important gaps in the public collection, the kind of acquisition only possible with philanthropic support.

This ambitious project focuses on an artist with strong connections to Lower Hutt, ensuring the stories, histories, and creativity of our region are represented at the highest level. It will speak to the spirit of our time and place, offering a lasting connection between the community and contemporary art.

It is the Foundation's goal to deliver a bold commission every few years, keeping the collection vibrant, relevant, and reflective of our local and national identity. This project continues that tradition, creating a cultural legacy for Lower Hutt that will inspire, and connect generations to come.



Shane Cotton Huiārae, 2021, acrylic on linen, 2000 x 1600mm.

THE ARTIST SHANE COTTON

Shane Cotton (Ngāpuhi b.1964) is one of Aotearoa New Zealand's leading contemporary painters. For over three decades, his work has explored identity, spirituality, and cross-cultural exchange, drawing on his bicultural heritage to navigate the complexities of New Zealand's history and politics.

Merging Māori and European visual traditions, Cotton's paintings bring together mokomokai, native birds, Māori biblical texts, ships, flags, Christian symbols, and abstract forms. His imagery spans centuries, layering the past and present to reflect on colonialism, land, and the intersections of Māori spirituality and Christianity.

Cotton's work moves between abstraction and representation, embracing ambiguity and resisting easy resolution. He invites viewers to sit with complexity, contradiction, and personal interpretation.

He has exhibited widely in New Zealand and internationally, with major retrospectives at City Gallery Wellington and Auckland Art Gallery, and has received the Frances Hodgkins Fellowship, an Arts Foundation Laureate Award, and the ONZM for services to the visual arts.



Shane Cotton Huiārae, 2021, acrylic on linen, 2000 x 1600mm.

The Dowse Foundation

Major Art Commission





For this major commission, Shane Cotton will create a large-scale painting centred on 'Whatonga', depicted in his distinctive tiki form. Framed by patterned foliage, manaia and taniwha figures, the work will incorporate text referencing ancestral names and places connected to Te Whanganui-a-Tara (the great harbour of Tara, Whatonga's son) and Te Awa Kairangi (the Heretaunga (Hutt) River).

The painting will also reference the Whare Pātaka Nuku Tewhatewha, held in the Dowse Art Museum's permanent display. This storehouse is both a symbol of modernity and a link to ancestral whakapapa, acknowledging the continuity of art forms and taonga across generations. It embodies kotahitanga (unity) and manaakitanga (care) while reflecting histories of resistance, struggle, and peace.

Shane Cotton Hinanaru, 2021, acrylic on linen, 2200 x 1600mm.

THE DOWSE FOUNDATION & THE DOWSE ART MUSEUM

The Dowse Foundation, established in 2003, is an independent charitable trust that supports and promotes the visual arts and crafts of Aotearoa, with a focus on developing the collection of The Dowse Art Museum. We connect people to the Dowse through initiatives such as the Major Art Fund and the Dowse Collectors Club.

The Dowse Art Museum, which opened in 1971, has grown into one of Aotearoa New Zealand's most important regional galleries and a leading voice in Wellington's contemporary art scene. Known for its bold, diverse and sometimes unexpected programme, the Dowse embraces creativity in all its forms – from playful and surprising to thought-provoking and challenging. Its collection reflects this spirit, bringing together an eclectic mix of works that capture the richness and complexity of New Zealand's art and craft.

dowsefoundation.org.nz
dowse.org.nz



Shane Cotton Hinanaru, 2021, acrylic on linen, 2200 x 1600mm.

From: s7(2)(a)
To: s7(2)(a)
Cc: Karl Chitham
Subject: Re: Confidential: \$100,000 Dowse Foundation Major Art Commission Announcement
Date: Sunday, 5 October 2025 6:19:08 pm

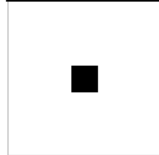
Kia ora s7(2)(a)

Lovely to hear from you.

I am teaching tomorrow so not available to chat unfortunately but I am available Tuesday morning to have a kōrero. Happy to call you at 10am if that suits?

Thanks so much

s7(2)(a)



On Sat, 4 Oct 2025 at 11:24 AM, s7(2)(a) wrote:

Kia ora s7(2)(a)

It's great to have you on board as PR for this campaign.

We just had a meeting with the rest of the Major Art Fund committee and I have a few questions for you around the scope of your work with us. I know you'll be contacting media and sending press releases, but could you let me know your plan around this and perhaps specifically with interviews with the artist? For example, should I speak with Shane about his availability in Wellington and what he's comfortable doing?

We're also keen to clarify whether you can support with social media content – e.g. using tiles from our designer, drafting posts for The Dowse's channels, or helping shape messaging. There will also be updates needed for the Major Art Fund page on The Dowse site, and some launch-night content (images or clips for quick posting).

It's probably best if you and I connect directly and then work closely together next week. Although Karl first contacted you, I'll be leading the work on this project for now.

My number is s7(2)(a) I realise it's the weekend so you may not get back to me until Monday – I
Out of scope

Ngā mihi.

s7(2)(a)

s7(2)(a)

On 2 Oct 2025, at 10:55 AM, Karl Chitham <Karl.Chitham@huttcity.govt.nz> wrote:

Kia ora s7(2)(a)

Thanks for the chat and your ever-present enthusiasm.

As discussed, we would like to work with you on a media campaign around the announcement and fundraising drive for a new major commission by the Dowse Foundation for a painting by Shane Cotton.

The Dowse Foundation have a budget of \$2k for the campaign which as we discussed will be spread over 2 months. The aim of the campaign is to let people know about the commission in the hope that they will donate to the project. The campaign would start from the date of the announcement. We are after as much publicity around the commission as you can get us

About the commission:

Valued at **\$100,000**, the award enables the creation of a landmark new work that will be gifted to The Dowse Art Museum collection. For a museum with only a modest acquisitions budget, this commission allows the Foundation to support The Dowse in a way that would otherwise not be possible.

The selected artist will be announced at the launch event:

- **When:** Wednesday 22 October 2025, 6pm
- **Where:** The Dowse Art Museum, Laings Road, Lower Hutt

The inaugural Major Art Commission, awarded in 2021 to Fiona Pardington, resulted in the acquisition of *Te Whitinga o te Pō (The Shining Lady of the Night)* — now a highlight of The Dowse's collection. This second award continues the Foundation's commitment to filling critical gaps in the collection and ensuring important works by leading artists are preserved for the future.

Quote:

"The Dowse Foundation is thrilled to support The Dowse in securing such a significant new work for the collection. With limited acquisition budgets, opportunities like this are rare — and all the more vital. This new commission brings an important voice into the collection: an artist who represents both the canon of New Zealand art history and a deep connection to the Hutt Valley, where he grew up. The work speaks to his tūpuna, bridging his roots in the north with his childhood here, and reflects exciting shifts in his current practice. It is exactly the kind of work that should be represented in the national record."

I have cc'd in s7(2)(a) who is the other Dowse Foundation person I am working with on the PR.

Attached is the draft brochure which will be available at the launch and from then on. s7(2)(a) is working on this, and she has also included the draft text for the brochure to make it easier to read and to rework for your purposes. There are also a bunch of images below as well – I can supply image credits in due course.

We are excited to be working with you – and of course reach out if you have any questions

Ngā mihi
Karl

Karl Chitham
Director Dowse Art Museum

Head of Arts & Culture, Hutt City Council

s7(2)(a)

PO Box 30396 Lower Hutt, 5040, New Zealand

dowse.org.nz | petonesettlers.org.nz | [<image001.jpg>](#) [<image002.jpg>](#) [<image003.jpg>](#) @thedowse

[<image004.jpg>](#)

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<Writing for brochure_draft.docx><Fundraising-Leaflet-1.0 J Edits_2 Sep.pdf>

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The Dowse Foundation is raising \$100,000 for a major new artwork by renowned artist Shane Cotton (Ngāpuhi, born in Te Awa Kairangi Hutt Valley in 1964). This landmark commission will bring home a work that speaks to our place — drawing on stories, histories, and whakapapa unique to the region. With a limited annual acquisitions budget, The Dowse relies on the generosity of supporters and patrons to make important acquisitions like this possible. Your donation will help ensure that the creative legacy of Te Awa Kairangi and Te Whanganui-a-Tara continues to grow for future generations.

MAJOR ARTWORK COMMISSION PROJECT

COMMISSIONED ARTWORK

For this major commission, Shane Cotton is creating a large-scale, one-off painting that reflects the history and whakapapa of Te Awa Kairangi and speaks to existing works in The Dowse's collection.

The painting will feature Whatonga, a legendary Māori navigator, depicted in Cotton's distinctive tiki form. Framed by patterned foliage, manaia and taniwha figures, the work will incorporate text referencing ancestral names and places connected to Te Whanganui-a-Tara (the great harbour of Tara, Whatonga's son) and Te Awa Kairangi (the Heretaunga / Hutt River).

The painting will also reference Nuku Tewhatewha, in the care of The Dowse Art Museum. This storehouse is both a symbol of modernity and a link to ancestral whakapapa, acknowledging the continuity of mahi toi and taonga across generations.

Please note, images featured in this brochure are indicative only.

ARTIST
SHANE COTTON

2025
COMMISSION

Donate now to help bring this important artwork into The Dowse's permanent collection.

A landmark \$100,000 commission by Shane Cotton, reflecting his deep ties to the Hutt Valley Te Awa Kairangi. Made possible through your support.

DONOR CATEGORIES & BENEFITS

Inspired by the manu (birds) of Te Awa Kairangi, each category celebrates the generosity and guardianship that sustain The Dowse collection, helping ensure its legacy continues to thrive for generations to come.

\$5,000 + — Piwakawaka

Energetic and generous. Permanent recognition on the artwork's wall label and online on The Dowse collection page and Dowse Foundation website.

\$10,000 + — Kākā

Bold and committed. Includes all Piwakawaka benefits plus an invitation for two to an exclusive dinner with Shane Cotton.

\$25,000+ — Huia

Rare and enduring. Includes all Kākā benefits plus a private visit to Shane's Bay of Islands studio (travel not included).

All donors are invited to the artwork reveal. Donations may be made in instalments; all donations are tax-deductible.

Donate today
The Dowse Foundation
02-0528-0162972-001
Reference: MAF + your name

The Dowse Foundation

Major Art Commission





Shane Cotton photographed at The Dowse Art Museum during his exhibition Te Puawai

SHANE COTTON

Shane Cotton (ONZM, Ngāpuhi, b. Te Awa Kairangi 1964) is one of Aotearoa New Zealand's leading contemporary artists. Raised in the Hutt Valley, Cotton's work has long explored identity, spirituality, and cross-cultural exchange — drawing on his bicultural heritage to navigate the complexities of the history of Aotearoa.

Merging Māori and European visual traditions, Cotton's paintings bring together mokomokai, native birds, Māori biblical texts, ships, flags, Christian symbols, and abstract forms. His imagery spans centuries, layering the past and present and moving between abstraction and representation.

Cotton has had major retrospectives at City Gallery Wellington and Auckland Art Gallery, and has received the Frances Hodgkins Fellowship, an Arts Foundation Laureate Award, and the ONZM for services to the visual arts.

This commission marks a homecoming — an opportunity to build on the important connection to this whenua made through his landmark 2021 Dowse exhibition Te Puawai through the gifting of a major work to the community where his journey began.

THE DOWSE FOUNDATION & THE DOWSE ART MUSEUM

The Dowse Foundation

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We connect people to The Dowse through initiatives such as the Major Art Commission and The Dowse Collectors Club.

dowse.org.nz

The Dowse Art Museum

Since its opening in 1971, The Dowse Art Museum has grown into one of Aotearoa New Zealand's most important regional galleries and a leading voice in Wellington's contemporary art scene.

Known for its bold, diverse and sometimes unexpected programme, The Dowse embraces creativity in all its forms — from playful and surprising to thought-provoking and challenging.

Its collection reflects this spirit, bringing together an eclectic mix of works that capture the richness and complexity of art in Aotearoa.

dowsefoundation.org.nz



Shane Cotton, Liquid Sleep, 2025
Acrylic on canvas, 2200 x 1595mm

From: s7(2)(a)
To: Karl Chitham
Subject: Fwd: Dowse Major Art Commission — invitation and invitation to forward
Date: Thursday, 2 October 2025 10:00:23 am
Attachments: [Dowse Foundation Major Art Commission Invite_final.jpeg](#)
[Dowse Foundation Major Art Commission Invite_final.pdf](#)

Hi karl, here is the email I sent to s7(2)(a) that you may or may not want to adapt for s7(2)(a)

Ngā mihi,

s7(2)(a)

Kia ora s7(2)(a)

Thanks for your time on the phone and for being so supportive with this major project for The Dowse and The Dowse Foundation. As discussed, I'm sending through the attached invitation (jpg and pdf) and some draft wording (below) you can forward on to clients who collect Shane's work and may be interested in supporting.

Obviously, feel free to edit and let me know if you need anything further.

And if you have the time, we would love to see you at the launch as well.

Ngā mihi nui,

s7(2)(a)

Kia ora,

I wanted to share with you an invitation from The Dowse Foundation to the launch of their second Major Art Commission worth \$100,000:
Wednesday 22 October 2025, 6pm, The Dowse Art Museum, Lower Hutt.

On the night, The Dowse Foundation will announce the selected artist, who will be present to share their vision for a landmark new work. The commission is \$100,000 award, making it one of the largest and most significant single-artist commission projects in Aotearoa. It represents a major opportunity for the artist, for The Dowse Foundation, and for contemporary art in New Zealand. Importantly, the commissioned work will then be gifted by the Foundation to The Dowse Art Museum, filling a critical gap in their collection, as this artist is not currently represented there.

This initiative builds on the success of The Dowse Foundation's inaugural Major Art Commission (2021), awarded to Fiona Pardington, through which the Foundation gifted the suite of works *Te Whitinga o te Pō (The Shining Lady of the Night)* to The Dowse Art Museum, now a highlight of the collection.

Event details

- **When:** Wednesday 22 October 2025, 6pm
- **Where:** The Dowse Art Museum, Laings Road, Lower Hutt
- **RSVP:** info@dowsefoundation.org.nz

Please see the attached invitation for more details.



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Document 16
Email Attachment 11

The Dowse Foundation

Invitation Major Art Commission

The Trustees of The Dowse Foundation warmly invite you to the launch of our second Major Art Commission Fundraising campaign.

We are raising \$100,000 to commission a landmark new work by internationally renowned New Zealand artist with strong connections to Lower Hutt—an artist not yet represented in The Dowse Art Museum Collection.

The selected artist will be announced on the night and will join us to share their vision for this exciting project.

Date & Time	Location
Wednesday 22 October, 2025 6pm	The Dowse Art Museum, Laings Road, Lower Hutt

RSVP

info@dowsefoundation.org.nz

The
Dowse
Art
Museum

Almighty.

TUATARA

PR THE PR COMPANY
The PR Company for the right things, at the right time, at the right place.

From: s7(2)(a)
To: [Karl Chitham](#); s7(2)(a)
Cc: [Dowse Foundation](#)
Subject: Minutes from Major Art Fund meeting Saturday 4 October
Date: Saturday, 4 October 2025 11:15:15 am
Attachments: [Major Art Fund committee meeting Saturday 4 October 10am.docx](#)

Hi all,

Thanks for the meeting today. It was very productive.

Attached are some minutes from it. I'll start doing a bunch of tasks today and then on Tuesday next week.

s7(2)(a) and I will follow up with the key messaging points and a copy of the invite.

Ngā mihi,

s7(2)(a)



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Dowse Foundation – Major Art Fund Meeting

Date: Saturday 4 October, 10:00am

Present: s7(2)(a)

1. PR and Launch Strategy

- Karl has contracted s7(2)(a) (former Dowse PR) to run PR. s7(2)(a) to follow up with s7(2)(a) to confirm scope and plan.
- Leverage Shane's presence at the launch to encourage donations. Emphasise the significance of Shane's selection and the \$100,000 award. s7(2)(a) to check Shane's comfort level with assisting in messaging.
- Use The Dowse Art Museum website and social channels. Draft material for launch day, lead-up, and post-launch. Ask designer to draft social media tiles. Confirm with PR whether she will assist with social messaging.

2. Event Format

- Decide how the event will run and whether there will be a "hook."
- Consider showing images of Shane's works (commission detail or past works) after speeches.
- Consider bringing ~3 key works out of the collection for the event. Karl to briefly introduce these works; include some of Fiona's, including the huia skull.
- Speeches: coordinate content and flow. Confirmed speakers: Shane, Karl, s7(2)(a)
- Clarify Shane's talking points: relationship to the Hutt; journey; significance of being in The Dowse collection; value of the award; role of donor support; current practice.
- Ensure the ability to process donations on the night.

3. Media and PR

- Prepare a press kit and wider PR package.
- s7(2)(a) to circulate notes from the PR conversation.

4. Post-Launch Follow-Up

- First window (pre-Christmas): five weeks following launch. Decide best approach (e.g., studio shots; behind-the-scenes collection visit with Karl).
- Second window (new year): video message from Shane thanking donors, updating on the work and fundraising progress.

5. Actions

- s7(2)(a)
- Ask Shane and s7(2)(a) for progress videos and working drawings; discuss commissioning a short video.
- Organise a photographer.
- Follow up with s7(2)(a) re: Dom Post and RNZ interviews; social plan (2–3 posts pre-launch) and timeline.
- Connect with The Dowse social media staff.
- Update Major Art Fund page and wider website (chairs and other roles).
- Update brochure with designer and print 250 copies. Increase text size. Make bank account details and donation info more prominent.
- Request The Dowse add a donation link to the Major Art Commission page on their website.
- Ask The Dowse about a screen for images at the launch.
- Draft key pre-announcement and post-announcement messages; send to s7(2)(a) for review.
- Email Karl about possible event "hook" (e.g., open all galleries; show seldom-seen works).
- Ask s7(2)(a) (designer) to create social tiles to provide to The Dowse.
- Ask The Dowse to post the tiles on their Instagram.

s7(2)(a)

- Send bio to s7(2)(a)
- Send updated text for the brochure.

s7(2)(a)

- Coordinate her speech with Karl.
- Send PR conversation notes.

Karl

- Confirm catering and drinks.
- Confirm donations can be processed on the night.

s7(2)(a)

- Help get numbers to attend the launch
- Follow up with friend who has offered to donate

All Trustees

- Encourage attendance at the launch.

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From: s7(2)(a)
To: s7(2)(a) [Karl Chitham](#)
Cc: [Dowse Foundation](#)
Subject: Major Art Fund - notes from meeting with Daniel Paul of The PR Company and other attachments
Date: Monday, 6 October 2025 6:24:02 pm
Attachments: [Today.msg](#)
[Yesterday's meeting notes + a draft messaging s7\(2\)\(a\) to look at!.msg](#)
[Draft 4 Year Major Art Work Cycle \(Framework\).msg](#)

Hi All

Following our meeting on Saturday, I said I would send through the notes I had made from my meeting with s7(2)(a), of The PR Company. s7(2)(a) has not seen or been involved in any way with the launch, so these comments are general in nature.

Here they are:

Communications

- **Future communications should look the same as the invite and brochure – same colours, font etc
- **Comms should “talk to” donors about why they need to be involved/give money
- **Write from the standpoint of the reader (not about what the Foundation is doing)
- **Focus on the emotional response of the donor – ie joy in giving; responsibility to ensure art is preserved for future generations; building a personal legacy; gaining social recognition; sense of purpose in supporting artists etc
- **Think about how to use Dowse Museum website/social media to showcase work of DF and profile MAF

Launch

- Get as many people to launch as possible
- Send out invites far and wide
- Encourage with media and prepare press releases – subsequently sent me this link of a reporter to approach - <https://www.thepost.co.nz/culture/360823308/articulate-episode-2-debbie-fish>
- Leverage artist attendance as much as possible
- Get artist to speak and say why it is important that they be in the Dowse collection
- See if artist prepared to do press interviews, interviews for social media, comments for website etc

Within week after launch

- Thank attendees and encourage donations
- Thank donors

1st window - 5 weeks from launch to mid December

- Use carefully
- Two communications only to potential donors
- Think about for those two communications:

- Profiling donors (if they agree) to encourage swing donors to also donate
- Advising how much donated (assuming tracking up)
- Feature artist and connection to Dowse/Hutt

2nd window – from end January to April 2026

- Need to change communications from 1st window
- Do something eye-catching like video of artist at work or showcase working drawings of work commissioned – other things of interest?
- Run a competition of sorts – donate and go into draw to do something with the artist?
- Also tell how much donated (assuming tracking up) maybe use a visual image instead of words?

For future MAF's:

- Make sure contract really leverages promotional opportunities with the artist and their work
- Think about a competition leading up to the 'big reveal' – vote and make a donation to make a guess at who the artist is

Also **attached** are notes from s7(2)(a) following the workshop. Some useful comments are included in those attachments.

Also s7(2)(a) has prepared a draft 4 year Major Art Work Cycle for review and feedback, and this is **attached**.

Hope the notes and attachments are useful.

Any questions, please get in touch.

Thanks

s7(2)(a)

From: s7(2)(a)
To: Karl Chitham; s7(2)(a)
Subject: Today
Date: Thursday, 31 July 2025 5:42:19 pm

Sorry, just looked thru' notes and recording and came up with these actions that might support your own notes.

Deliverables and Next Steps

Main deliverables – event specific:

- Draft a narrative explaining the Foundation's purpose and that of the Major Art Project (MAP).
- Develop a teaser/promotional plan leading up to the October 16 event, possibly including a social media teaser. Suggestions included simple visual teasers in Dowse newsletter and SM channels, and on the Foundation's website.
- Finalise the October 16 invitation list, considering regional politicians, local body elections, investors, and dignitaries.
- Prepare media and press materials, including a press release and media kit. Noted, there's not always media interest.

More general:

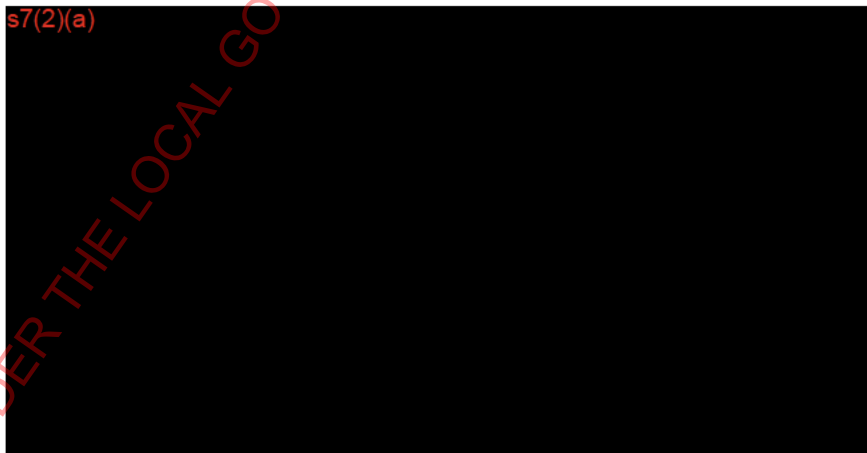
- Review budget and develop Foundation policy framework for media and paid advertising spend aligned with charitable purposes.
- Formalise a comprehensive policy around Foundation advertising and media spend to ensure alignment with charitable purposes and funder accountability.
- Implement a structured annual planning cycle for MAP fundraising and activity reporting to demonstrate clear use of funds and maintain donor confidence.
- Clarify capacity and resources for staffing or Trustee support so that administrative and promotional activities are sustainable.
- Use the Foundation's existing website and the Dowse newsletter more effectively for event promotion with simple, visually attractive content to build anticipation efficiently.

Hope this helps. Cheers.

Kind regards,



s7(2)(a)



From: s7(2)(a)
To: s7(2)(a) Karl Chitham; s7(2)(a)
Subject: Yesterday's meeting notes + a draft messaging for s7(2)(a) to look at!
Date: Friday, 1 August 2025 1:05:14 pm

Meeting with s7(2)(a) of the PR Company, at the Dowse, Thursday 31 July 2025
Karl, s7(2)(a)

1. After setting out the fundamentals of the Foundation, including its relationship with the Dowse, we discussed the forthcoming launch of the Major Art Fund fundraising, on 16 October. We need a succinct narrative / elevator pitch, in simple language, setting out what the Major Art Commission is and why we are fundraising for it. As part of the fundraising launch, we will also need to develop a FAQ sheet.
2. Daniel went through some of the tools the PR Company draws on, including BRACES (communications / PR should be: believable; relevant to the audience; actionable; compelling ; emotional; and simple) and the PREP formula: everyone can understand the message; its reasoning; an example is provided; and paraphrasing is possible.
3. In terms of advocacy, s7(2)(a) asked if the main things were 1) to raise the profile of the Foundation to help raise the profile of the sector; and 2) develop and produce an advocacy kit that can be given to supporters so they can advocate on our behalf.

NEXT STEPS

We agreed that the next steps are

1. Invites. **Karl** to develop the list.
2. Promotional plan. This will set out steps between now and the launch on 16 October, and will include key deadlines such as save the date email etc. **Karl to start.**
3. Workplan setting out the Foundation's actions required over the next few years with regard to subsequent Major Art Fund commissions. **s7(2)(a) to develop, then give to Karl.**
4. Narrative / elevator pitch for the Major Art Fund fundraising. **s7(2)(a) will have an initial go, send this to s7(2)(a) she will have a go, and then send it to her colleagues of the Major Art Fund committee (Karl and s7(2)(a))**

A draft for s7(2)(a) to have a go at:

- *The Dowse Foundation, an independent charity, was set up in 2003 to provide advocacy and support for the Dowse Art Museum, and to facilitate public access to and enjoyment of the arts - especially the visual arts and craft — through the work of the Dowse.*
- *Every 3-4 years the Dowse Foundation raises \$100,000 for its Major Art Fund, for the purchase by The Dowse of a significant work of art for its collection, which it would not be able to acquire without this support. This ensures that the Dowse Art Museum's collection remains up-to-date and relevant.*

OK, so I'm not an expert in narratives. Also, this memo might not be accurate, so let's keep it close.

s7(2)(a) is happy to take a look at the draft narrative / elevator pitch, and the draft promotional plan.

s7(2)(a)

Sent from [Outlook](#)

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From: s7(2)(a)
To: Karl Chitham; s7(2)(a)
Subject: Draft 4 Year Major Art Work Cycle (Framework)
Date: Friday, 1 August 2025 11:50:28 am
Attachments: 20250801114442505.pdf

Team following our meeting

Attached is a very broad skeleton for a 4-year major artwork cycle plan for your comments but intentionally kept simple and high level as it is a framework only. (less is best)

I changed it from 3 Year cycle because when I set it out, I felt 3 years was not achievable in terms of fund raising and reasonable time frames for each activity.

I would appreciate your comments and once received will **alter if required** and provide a brief list of say 4 bullet points of actions required for each phase to be read with the chart.

Natural the fund raising is ongoing but I tried to show specific period for maximum fund raising for art work in green (generated but the new subcommittee planning) and then residual funding to build up based for next cycle in purple (the ongoing foundation fundraising) so when fund raising starts there is already a base of funds in bank (the fund raising would actually run right through) I elect to show it as these distinct blocks where most activity is taking place. At the point of contracting artist, we should have all funds required i.e. green plus purple equals 100 % of funds

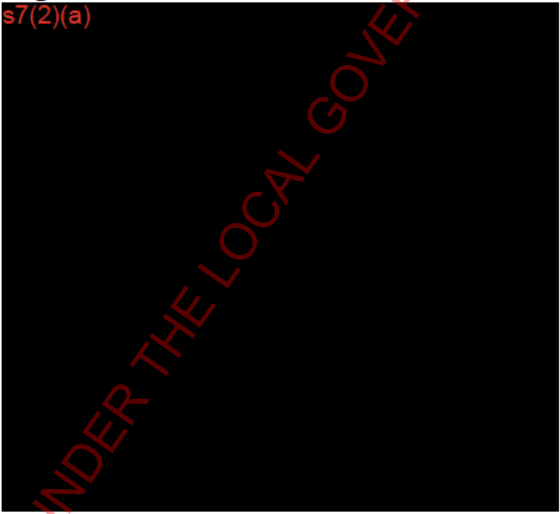
The new sub committee comes in with the confidence that there is already funds set aside and they do not have to "climb Everest "so to speak in terms of fund raising when they take on the roll.

Very roughly it comes down to:

- 2 years to form team and fundraising.
- 2 years to contract, create, hold event and close out.

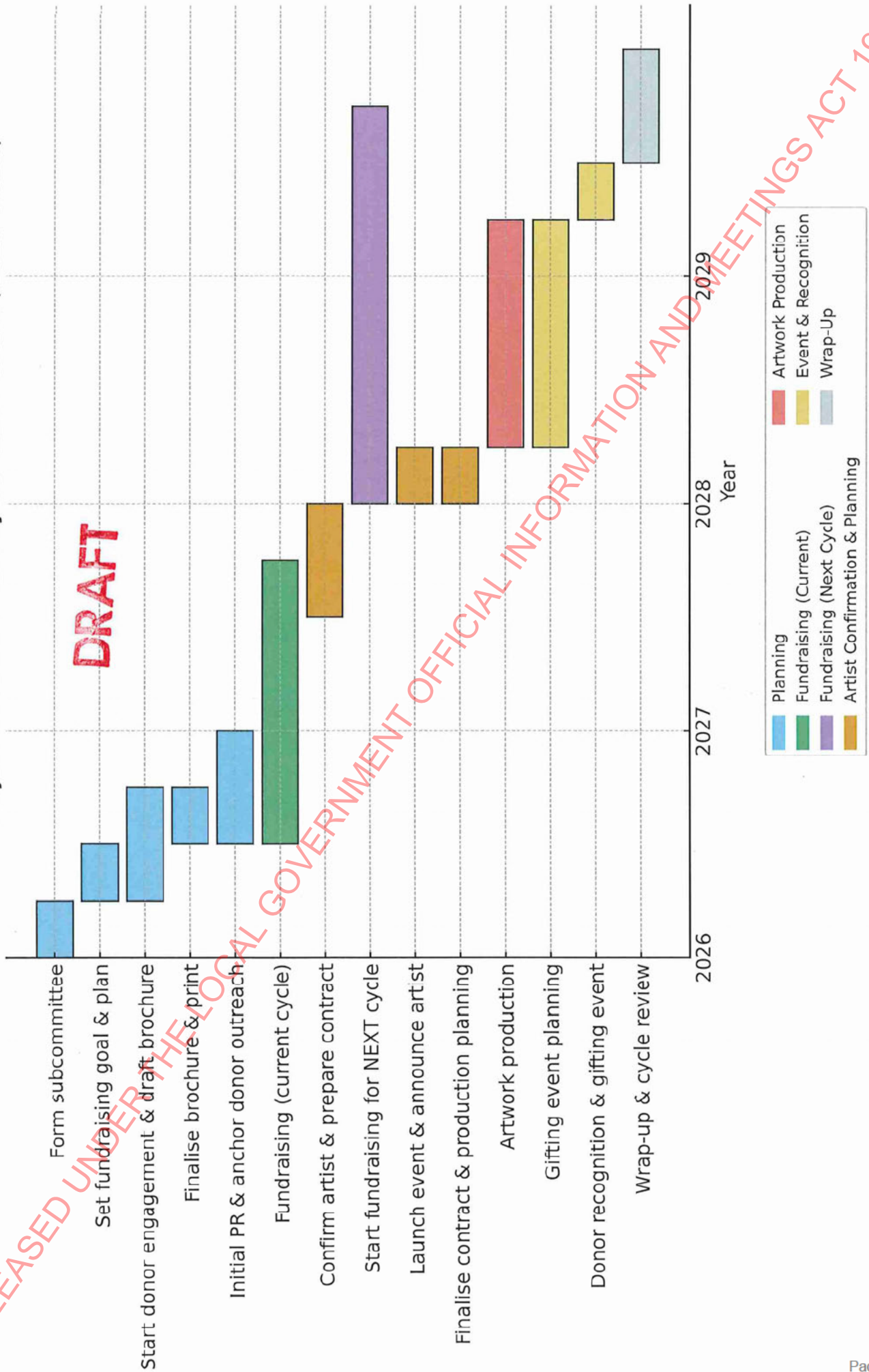
Regards

s7(2)(a)



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Major Art Fund 4-Year Cycle Gantt Chart (2026-2029)



From: s7(2)(a)
To: Karl Chitham
Subject: RE: Dowse Foundation Invite
Date: Wednesday, 29 October 2025 3:57:07 pm
Attachments: image001.jpg
 image002.jpg
 image003.jpg
 image004.jpg

Kia ora Karl

Huge apologies, I can't see a record of a reply to your kind invitation and lovely email below!

I wasn't able to attend, but hope it went really well, I've seen some great media surrounding the occasion – great choice!

I also hope all is well and you and the Dowse are thriving.

s7(2)(a)



Important Notice This is an e-mail from Napier City Council. We do not accept responsibility for any changes to this email or its attachments or for any attachments made by others, after we have transmitted it. Unauthorised Use The contents of this e-mail (including any attachments) may be subject to copyright, legally privileged and confidential. Any unauthorised use, distribution or copying of the contents is expressly prohibited. If you have received this e-mail in error, please advise us by return e-mail or telephone and then delete this e-mail together with all attachments.

From: Karl Chitham <Karl.Chitham@huttcity.govt.nz>
Sent: Tuesday, 7 October 2025 3:12 PM
To: s7(2)(a)
Subject: Dowse Foundation Invite

Kia ora s7(2)(a)

How are you? Hope Napier is treating you well – I hear you are now working with s7(2)(a)

I'm writing with the formal invitation to the launch of our second Major Art Commission fundraising campaign: **Wednesday 22 October 2025, 6pm, at The Dowse Art Museum.**

On the night we'll announce the selected artist, who will join us to share their vision for this exciting project. Together we are raising \$100,000 to commission a landmark new work by an internationally renowned Aotearoa artist with deep connections to Lower Hutt — an artist surprisingly not yet represented in The Dowse Art Museum Collection.

s7(2)(b)(ii)

I know you have given a lot to the arts in Pōneke already in terms of time, energy and enthusiasm over the years, but I thought I would just let you know our giving tiers for future reference

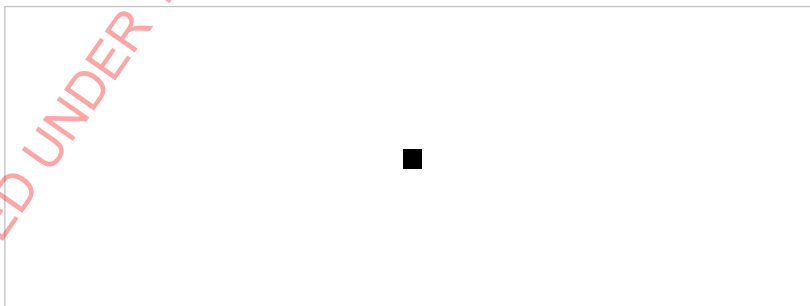
For this new campaign we've introduced donor tiers, and all gifts received for the Major Art Fund to date will be recognised within this new framework:

- **Less than \$5,000:** invitations to the reveal and all Dowse openings
- **\$5,000 (Piwakawaka):** as above, plus acknowledgement on the wall label, the online Collection page, and the Foundation website
- **\$10,000 (Kākā):** all of the above, plus an invitation for two to an exclusive dinner with the artist after the reveal
- **\$25,000+ (Huia):** all of the above, plus a private visit to the artist's studio in the Bay of Islands (travel/accommodation by donor; numbers by arrangement)

If you can make it along to the event it would be lovely to see you as always.

Ngā mihi
Karl

Karl Chitham
 Director Dowse Art Museum
 Head of Arts & Culture, Hutt City Council
 s7(2)(a)
 PO Box 30396 Lower Hutt, 5040, New Zealand
 dowse.org.nz | petonesettlers.org.nz | ☐ ☐ ☐ @thedowse



From: s7(2)(a)
To: Karl Chitham
Subject: RE: Dowse Foundation Major Art Commission Launch
Date: Monday, 13 October 2025 4:14:47 pm
Attachments: [image001.jpg](#)
[image002.jpg](#)
[image003.jpg](#)
[image004.jpg](#)

Belatedly!

I'm gonna go support [REDACTED] at her thing on the 22nd. But I've put a note in my diary to make another donation to the Foundation before Christmas

From: Karl Chitham <Karl.Chitham@huttcity.govt.nz>
Sent: Tuesday, 7 October 2025 9:30 am
To: s7(2)(a)
Subject: Dowse Foundation Major Art Commission Launch

Mōrena s7(2)(a)

It was nice to hang out over the weekend.

I meant to touch base about this over the weekend but instead I'm now writing with the formal invitation to the launch of our second Major Art Commission fundraising campaign: **Wednesday 22 October 2025, 6pm, at The Dowse Art Museum.**

On the night we'll announce the selected artist, who will join us to share their vision for this exciting project. Together we are raising \$100,000 to commission a landmark new work by an internationally renowned Aotearoa artist with deep connections to Lower Hutt (I think you already know who this is...)— an artist surprisingly not yet represented in The Dowse Art Museum Collection.

Thank you again for your generous \$1,000 gift in June 2021. Your donation, along with several others from that time, helped us get this initiative moving — even though it has taken some years to bring it to this point.

I know you have given a lot to The Dowse already in terms of time, energy and enthusiasm over the years, but I thought I would just let you know our giving tiers for future reference

For this new campaign we've introduced donor tiers, and all gifts received for the Major Art Fund to date will be recognised within this new framework:

- **Less than \$5,000:** invitations to the reveal and all Dowse openings
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- **\$25,000+ (Huia):** all of the above, plus a private visit to the artist's studio in the Bay of Islands (travel/accommodation by donor; numbers by arrangement)

If you can make it along to the event it would be lovely to see you as always.

Ngā mihi
Karl

Karl Chitham
 Director Dowse Art Museum
 Head of Arts & Culture, Hutt City Council
 s7(2)(a)
 PO Box 30396 Lower Hutt, 5040, New Zealand
dowse.org.nz | petonesettlers.org.nz | ☐ ☐ ☐ @thedowse

From: [Chelsea Nichols](#)
To: [s7\(2\)\(a\)](#) [Karl Chitham](#)
Subject: RE: Foundation posts on Dowse IG
Date: Friday, 10 October 2025 5:42:45 pm
Attachments: [image001.jpg](#)
[image002.jpg](#)
[image003.jpg](#)
[image004.jpg](#)

Kia ora [s7\(2\)\(a\)](#)

That all sounds great — thanks so much for pulling this together.

Yup, I think we keep the teaser post to a single tile (clean and mysterious), and then do two tiles for the announcement post — one for the key info, and a second featuring the image of Shane. Minimal text across both, just enough for clarity and impact.

Once [s7\(2\)\(a\)](#) has a first draft of the tiles, send them through and I can add a bit of Dowse voice and polish before posting.

Ngā mihi nui,
Chelsea

--

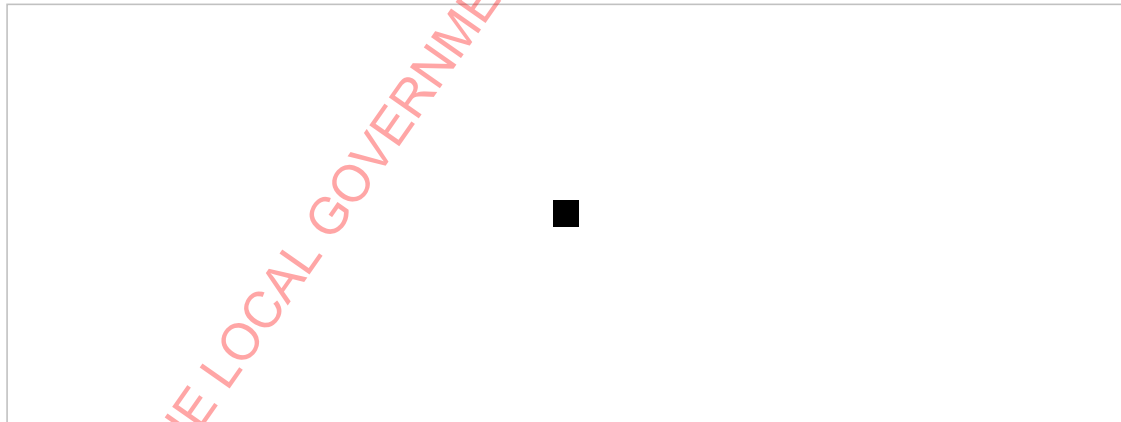
Dr Chelsea Nichols
SENIOR CURATOR

The Dowse Art Museum | Petone Settlers Museum Te Whare Whakaaro o Pito-One

MOB [s7\(2\)\(a\)](#)

PO Box 30396 Lower Hutt, 5040, New Zealand

[dowse.org.nz](#) | [petonesettlers.org.nz](#) |    [@thedowse](#)



From: [s7\(2\)\(a\)](#)
Sent: Wednesday, 8 October 2025 5:05 pm
To: Karl Chitham <Karl.Chitham@huttcity.govt.nz>
Cc: Chelsea Nichols <Chelsea.Nichols@huttcity.govt.nz>
Subject: Re: Foundation posts on Dowse IG

Thanks Karl and Chelsea,

Sounds good to me.

With this in mind, I can ask s7(2)(a) to draft some tiles. But before he does, maybe some guidance would be useful for us as needs to be minimal text, max appeal.

Should we just do 1 tile per post, or a swipe through of tiles?

For example, tile 1 for week 20 October could say:

The Dowse Foundation
\$100,000 Major Art Commission
22 October 2025

Then tile 2 for post announcement could be:

The Dowse Foundation
\$100,000 Major Art Commission
Awarded to Shane Cotton

Then you could slide to a picture of Shane from the Dowse show?

Ngā mihi,

s7(2)(a)



On 8 Oct 2025, at 4:24 PM, Karl Chitham <Karl.Chitham@huttcity.govt.nz> wrote:

Kia ora s7(2)(a)

Have had a chat with Chelsea and we think the following approach would be best.

- Week of 13 October – post collectors club acquisitions (DAM to draft and post)
- Week of 20 October (before the 22nd) – post announcement teaser (DF to draft and produce tile, DAM to add DAM flavour and post)
- Week of 27th October - post announcement (DF to draft and produce tile, DAM to add DAM flavour and post)

If you can send through some draft text for the 2x announcement posts and the tiles, then Chelsea will adjust to Dowse voice and post.

Hope that all makes sense. Give me a yell if not clear.

Ngā mihi

Karl

Karl Chitham

Director Dowse Art Museum

Head of Arts & Culture, Hutt City Council

s7(2)(a)

PO Box 30396 Lower Hutt, 5040, New Zealand

dowse.org.nz | petonesettlers.org.nz | [<image001.jpg>](#) [<image002.jpg>](#) [<image003.jpg>](#) @thedo

wse

[<image004.jpg>](#)

RELEASED UNDER THE LOCAL GOVERNMENT OFFICIAL INFORMATION AND MEETINGS ACT 1987

From: s7(2)(a)
To: Karl Chitham
Subject: Fundriasing brochure to check - text and images
Date: Thursday, 9 October 2025 10:11:31 am
Attachments: [Fundraising-Leaflet-2.0_for_email.pdf](#)

Hey Karl,

Before sending this back to s7(2)(a) the designer can you check it from your end please?

s7(2)(a) have fed back into it and I have also been playing with the text to include a bit more te reo where appropriate.

Ignore the finer layout - have flipped it for emailing.

s7(2)(a) suggested the reformatting of the sections to where they are now based on how it folds out.

Thoughts on images?

What do you think of putting Nuku Tewhatewha in there? If you agree could you supply a square formatted image, rather than this cropped one?

And on the first page - what do you think we should put there? Could be a detail if we have something appropriate, but if not...

Once we finalise this I'll send to Shane and s7(2)(a) to check off and to s7(2)(a) o touch up all the layout.

Ngā mihi,



MAJOR ARTWORK
COMMISSION

The Dowse Foundation is raising \$100,000 for a major new artwork by renowned artist Shane Cotton (Ngāpuhi, born in Te Awa Kairangi Hutt Valley in 1964).

This landmark commission will bring home a work that speaks to our place — drawing on stories, histories, and whakapapa unique to the region.

With an annual acquisitions budget of under \$50,000, The Dowse relies on the generosity of supporters and patrons to make important acquisitions like this possible.

Your koha will help ensure that the creative legacy of Te Awa Kairangi and Te Whanganui-a-Tara continues to grow for future generations.

A landmark \$100,000 commission by Shane Cotton, reflecting his deep ties to the Hutt Valley Te Awa Kairangi — made possible through your support.

2025
COMMISSION

ARTIST
SHANE COTTON

Donate now to help bring this important artwork into The Dowse's permanent collection.

THE COMMISSIONED
ARTWORK

For this major commission, Shane Cotton is creating a large-scale, one-off painting that reflects the history and whakapapa of Te Awa Kairangi and speaks to existing works in The Dowse's collection.

The painting will feature Whatonga, a legendary Māori navigator, depicted in Cotton's distinctive tiki form. Framed by patterned foliage, manaia and taniwha figures, the work will incorporate text referencing ancestral names and places connected to Te Whanganui-a-Tara (the great harbour of Tara, Whatonga's son) and Te Awa Kairangi (the Heretaunga / Hutt River).

The painting will also reference the Whare Pātaka Nuku Tewhatewha, held in The Dowse Art Museum's permanent display. This storehouse is both a symbol of modernity and a link to ancestral whakapapa, acknowledging the continuity of mahi toi and taonga across generations.

Detail of work

Shane Cotton

DONOR
CATEGORIES
& BENEFITS

Inspired by the manu (birds) of Te Awa Kairangi, each category celebrates the generosity and guardianship that sustain The Dowse collection

\$5,000 + — Piwakawaka

Energetic and generous. Permanent recognition on the artwork's wall label and online on The Dowse collection page and Dowse Foundation website.

\$10,000 + — Kāka

Bold and committed. Includes all Piwakawaka benefits plus an invitation for two to an exclusive dinner with Shane Cotton..

\$25,000+ — Huia

Rare and enduring. Includes all Kāka benefits plus a private visit to Shane's Bay of Islands studio (travel not included).

All donors are invited to the artwork reveal.

Koha may be made in instalments; all donations are tax-deductible.

Donate today:
The Dowse Foundation | 02-0528-0162972-00
Reference: MAF + your name

Ngā mihi nui ki a koe — thank you for your support.

The Dowse Foundation

Major Art Commission





Shane Cotton (ONZM, Ngāpuhi, b. Te Awa Kairangi 1964) is one of Aotearoa New Zealand's leading contemporary artists. Raised in the Hutt Valley, Cotton's work has long explored identity, spirituality, and cross-cultural exchange — drawing on his bicultural heritage to navigate the complexities of Aotearoa's history.

Merging Māori and European visual traditions, Cotton's paintings bring together mokomokai, native birds, Māori biblical texts, ships, flags, Christian symbols, and abstract forms. His imagery spans centuries, layering the past and present and moving between abstraction and representation.

Cotton has had major retrospectives at City Gallery Wellington and Auckland Art Gallery, and has received the Frances Hodgkins Fellowship, an Arts Foundation Laureate Award, and the ONZM for services to the visual arts.

This commission marks a homecoming — a chance for Shane to reconnect with the whenua that shaped him and to gift a major work to the community where his journey began.

THE DOWSE FOUNDATION &
THE DOWSE ART MUSEUM

The Dowse Foundation

Established in 2003, The Dowse Foundation is an independent charitable trust that supports and promotes the visual arts and crafts of Aotearoa, with a focus on developing the collection of The Dowse Art Museum.

We connect people to The Dowse through initiatives such as the Major Art Commission and The Dowse Collectors Club.

www.dowse.org.nz

The Dowse Art Museum

Since its opening in 1971, The Dowse Art Museum has grown into one of Aotearoa New Zealand's most important regional galleries and a leading voice in Wellington's contemporary art scene.

Known for its bold, diverse and sometimes unexpected programme, The Dowse embraces creativity in all its forms — from playful and surprising to thought-provoking and challenging. Its collection reflects this spirit, bringing together an eclectic mix of works that capture the richness and complexity of New Zealand's art and craft.

www.dowsefoundation.org.nz



Shane Cotton Huiatapu, 2021, acrylic on linen, 2000 x 1600mm.

From: s7(2)(a)
To: s7(2)(a) Karl Chitham: s7(2)(a)
Subject: ACTION NEEDED: Major Art Fund launch update
Date: Thursday, 16 October 2025 8:11:58 pm

Thank you so much for all your work s7(2)(a) and for this update.

I have just now sent an email reminder to the whole list (minus those who have told us they cannot make it).

Please can I encourage every trustee to look through the invite list and select a minimum of 5 people that they will ring and follow up with between now and the launch next week?

If each of us rang 10 people that would be much better! We really need to rustle up some more RSVPs.

s7(2)(j)

Please put your name in the "follow-up ring" column if you intend on ringing someone.

Any queries – sing out!

Thank you,

s7(2)(a)

On Tue, 14 Oct 2025 at 13:15, Dowse Foundation <info@dowsefoundation.org.nz> wrote:

Afternoon all,

Here's an update from Karl and I re the launch next week. Any questions, please let us know. Note, I am away Saturday through Tuesday, so will get all my stuff done this week.

Action for all trustees: Please try and bring at least two extras along! RSVP's are only at 29. There is a running RSVP list in the invite list.

Run sheet for the event is attached

Actions pre launch:

— PR: in chain with PR consultant, Karl and s7(2)(a) Karl will work with s7(2)(a) around a listener opportunity and an op ed. RNZ arts on Sunday have declined

— Invites: All invites have gone. s7(2)(a) to send reminder out tomorrow

— Brochure — In train with s7(2)(a) to be printed end of the week, will send final copy through for checking when I have it

— Speeches: s7(2)(a) Karl and Shane will speak

— Catering and drinks: Karl and his team to sort – done (see runsheet)

— Powerpoint for event: s7(2)(a) to do a draft version and then send to Karl to check

— Plan for a hook/extra for event: Milly and Chelsea will both offer tours of our brand new exhibitions, including works from collection. They will not bring out Fiona's or other works from Collection that are not on show.

— Shane will make his own way there. We will offer to take him out for dinner after, but he might do his own thing. No dinner is currently planned

— s7(2)(a) to update website this week, s7(2)(a) to check copy

s7(2)(a)



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Client Event: Dowse Foundation Major Art Commission Launch		
Date: October 22nd 6.00-8.00pm		
Staff: Cherie, Andrew, Bob, Emily G, Rhi		
Event overview	AV presentation, speeches, drinks and upstairs galleries open	40-60 guests
Primary contact details (client)	- Karl Chitham - s7(2)(a)	
Catering - Bellbird	- Arancini - Crostini-feta and blueberry - Salmon blini - Tempura vegetables	
Drinks	- Wine - Almighty sparkling water - Tuatara Beer - Low alcohol beer	(Foundation supply with Dowse topping up for charge back) (sponsored) (sponsored) (charge back)
Technical Set up	- Smart Screen – computer with powerpoint - Lectern - Stage - Audio - Uplights - Background music	
Event set up	Either foyer, or JC2 and Foyer, numbers dependant	
Programme run/schedule	<u>During the day –</u> Drinks in chiller chilling, uplights charging, tech check on smart screen, confirm spaces used <u>4.45pm</u> Soft close of shop and move out into galleries. Set-up audio & tech components <u>5.40pm</u> Pre-pour drinks. Dowse Foundation arrive. <u>5.45pm</u> doors open, guest arrival. Dowse Foundation to greet guests	

	<u>6.30pm</u> Speeches – s7(2)(a) (Chair), Artist, Karl (includes housekeeping) <u>6.45pm</u> Speeches end. Cherie managing donations with host/Foundation support <u>6.50pm</u> Upstairs galleries opened with special guided tours of new shows (Wing & a Prayer, Softy) by Milly and Chelsea. Foundation mingles. <u>7.45pm</u> bar close <u>8.00pm</u> pack down starts once guests leave
Packdown	• Tables packdown and put away • Uplights turned off and placed in events cupboard for charging the next day • door partition between JC1 and 2 to be closed • Dishes cleaned, surfaces wiped down, • Complete function report form • Rubbish taken out • Cherie to manage donations count and financials • Building bedded down and Security Called

From: s7(2)(a)
To: Karl Chitham
Subject: Major Art Fund update and questions, please read
Date: Tuesday, 14 October 2025 10:48:06 am

Mōrena Karl,

Out of scope

So the launch is a week away and I thought it best to make sure we're all on track.

Below are some tasks/run sheet that I'd like to send to everyone. Are you able to check and feed back, specific questions in red. Rest are based on our prior conversations. If we want to catch up again this week on the phone or in person, let me know. I am pretty free this week.

Note/ I will be away Saturday through Tuesday. So will plan to get all my bits done by end of this week.

s7(2)(a)

Major Art Commission event launch

Actions pre launch:

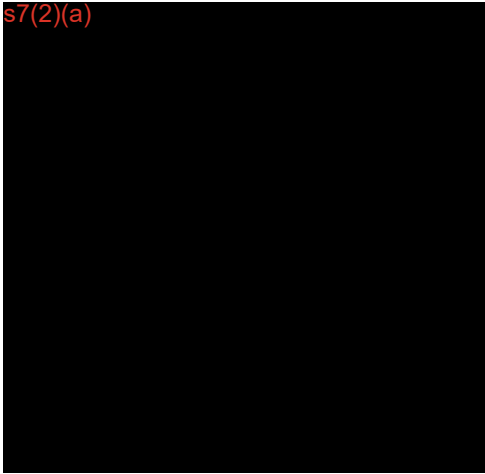
- PR – in chain with PR consultant, Karl and s7(2)(a)
- invites - **should I send a reminder invite out this week? Prob Wednesday?**
- Brochure - In train with s7(2)(a) to be printed end of the week – I will send a final copy through for checking Wednesday or Thursday
- Speeches – s7(2)(a) and Karl to discuss theirs, s7(2)(a) has spoken with Shane and he will speak to the work and its relevance to the Hutt and his practice
- Catering and drinks – Karl and his team to sort
- Powerpoint for event – **Karl will you do this or shall I put something together and send to you? Maybe we can work on it together and I can do it, LMK**
- Plan for a hook/extra for event – Karl and his team will tour a collection exhibition that is on, they will not bring extra pieces out
- Shane will make his own way there. **Shall we offer to take him out for dinner after? He might decline, but good to ask?**

Launch run sheet:

- 5.30pm: Trusttes to arrive. **Do you need any of us to arrive earlier to help Karl?**
- 6pm: Guests arrive, drinks ready

- 6.20/6.30pm: Speeches with powerpoint. No longer than 20 minutes??
- 6.45pm: Mingle, or the option to tour the Collection show
- 7.30pm: event over

s7(2)(a)



RELEASED UNDER THE LOCAL GOVERNMENT OFFICIAL INFORMATION AND MEETINGS ACT 1987

From: s7(2)(a)
 To: s7(2)(a)
 Cc: Karl Chitham; s7(2)(a)
 Subject: RE: Final brochure to check
 Date: Wednesday, 15 October 2025 10:17:52 pm

Hi s7(2)(a)

Looking very good. Thanks for all the work. I have three small comments.

- I picked up the two points s7(2)(a) has noted. Hence my comment "agree" beside them.
- I have one other suggestion in the same purple text. In the second paragraph I wasn't sure what region was being referred to -the Hutt Valley or Wellington region? The word region suggests Wellington rather than Hutt Valley)- Suggest adding the words "Hutt Valley" before region to read "This landmark commission will bring home a work that speaks to our place – drawing on stories, histories, and whakapapa unique to the Hutt Valley region". Region could be replaced with the word "area".

I checked the bank account details just in case there was a typo. They are correct.

Nga mihi nui

s7(2)(a)

From: s7(2)(a)

Sent: Wednesday, 15 October 2025 3:39 PM

To: s7(2)(a)

Cc: Karl Chitham <karl.chitham@huttcity.govt.nz>; s7(2)(a)

s7(2)(a)

Subject: Re: Final brochure to check

This looks excellent. Well done s7(2)(a) on wrangling everyone.

Two small pieces of feedback:

- Re the large text in the centre fold-out, I think it should read: *A landmark \$100,000 commission by Shane Cotton, reflecting his deep ties to the Hutt Valley Te Awa Kairangi. Made possible **WITH** your support.* – Agree s7(2)(a)
- Re the Major Artwork Commission text on the purple page, can you put Hutt River in brackets, I had to Google Te Awa Kairangi and I suspect others won't know what it means either. *My suggestion is: "Your donation will help ensure that the creative legacy of Te Awa Kairangi (**Hutt River**) and Te Whanganui-a-Tara (**Wellington Harbour**) continues to grow for future generations."* I think most donors in Wellington will know what Te Whanganui-a-Tara means but I have included the translation for consistency. – Agree s7(2)(a)

I can print them at work this afternoon and take home for a closer proof if that is helpful, but I think it's looking really good.

s7(2)(a)

On Wed, 15 Oct 2025 at 14:08, [REDACTED] wrote:

Kia ora koutou,

Attached is the final brochure for you all to view and check. You'll see there are two versions. Exactly the same, but I have rotated one for ease of reading.

I have sent to Shane as well.

Let me know of any errors or changes.

It has gone through s7(2)(a) Karl and I to date (and has been changed every time), but there will always be more errors and changes – so any thoughts are welcome.

I'll send it to print tomorrow and I'll have a email version ready next week too.

Note/ the work we have used is NOT the commissioned work, but the work Shane suggested we use. We can add in some more images if we think necessary

Ngā mihi,

s7(2)(a)

The Dowse Foundation is raising \$100,000 for a major new artwork by renowned artist Shane Cotton (Ngāpuhi, born in Te Awa Kairangi Hutt Valley in 1964). This landmark commission will bring home a work that speaks to our place — drawing on stories, histories, and whakapapa unique to the region. With a limited annual acquisitions budget, The Dowse relies on the generosity of supporters and patrons to make important acquisitions like this possible. Your donation will help ensure that the creative legacy of Te Awa Kairangi and Te Whanganui-a-Tara continues to grow for future generations.

MAJOR ARTWORK COMMISSION PROJECT

COMMISSIONED ARTWORK

For this major commission, Shane Cotton is creating a large-scale, one-off painting that reflects the history and whakapapa of Te Awa Kairangi and speaks to existing works in The Dowse's collection.

The painting will feature Whatonga, a legendary Māori navigator, depicted in Cotton's distinctive tiki form. Framed by patterned foliage, manaia and taniwha figures, the work will incorporate text referencing ancestral names and places connected to Te Whanganui-a-Tara (the great harbour of Tara, Whatonga's son) and Te Awa Kairangi (the Heretaunga / Hutt River).

The painting will also reference Nuku Tewhatewha, in the care of The Dowse Art Museum. This storehouse is both a symbol of modernity and a link to ancestral whakapapa, acknowledging the continuity of mahi toi and taonga across generations.

Please note, images featured in this brochure are indicative only.

ARTIST
SHANE COTTON

2025
COMMISSION

Donate now to help bring this important artwork into The Dowse's permanent collection.

A landmark \$100,000 commission by Shane Cotton, reflecting his deep ties to the Hutt Valley Te Awa Kairangi. Made possible through your support.

DONOR CATEGORIES & BENEFITS

Inspired by the manu (birds) of Te Awa Kairangi, each category celebrates the generosity and guardianship that sustain The Dowse collection, helping ensure its legacy continues to thrive for generations to come.

\$5,000 + — Piwakawaka

Energetic and generous. Permanent recognition on the artwork's wall label and online on The Dowse collection page and Dowse Foundation website.

\$10,000 + — Kākā

Bold and committed. Includes all Piwakawaka benefits plus an invitation for two to an exclusive dinner with Shane Cotton.

\$25,000+ — Huia

Rare and enduring. Includes all Kākā benefits plus a private visit to Shane's Bay of Islands studio (travel not included).

All donors are invited to the artwork reveal. Donations may be made in instalments; all donations are tax-deductible.

Donate today
The Dowse Foundation
02-0528-0162972-001
Reference: MAF + your name

The Dowse Foundation

Major Art Commission





Shane Cotton photographed at The Dowse Art Museum during his exhibition Te Puawai

SHANE COTTON

Shane Cotton (ONZM, Ngāpuhi, b. Te Awa Kairangi 1964) is one of Aotearoa New Zealand's leading contemporary artists. Raised in the Hutt Valley, Cotton's work has long explored identity, spirituality, and cross-cultural exchange — drawing on his bicultural heritage to navigate the complexities of the history of Aotearoa.

Merging Māori and European visual traditions, Cotton's paintings bring together mokomokai, native birds, Māori biblical texts, ships, flags, Christian symbols, and abstract forms. His imagery spans centuries, layering the past and present and moving between abstraction and representation.

Cotton has had major retrospectives at City Gallery Wellington and Auckland Art Gallery, and has received the Frances Hodgkins Fellowship, an Arts Foundation Laureate Award, and the ONZM for services to the visual arts.

This commission marks a homecoming — an opportunity to build on the important connection to this whenua made through his landmark 2021 Dowse exhibition Te Puawai through the gifting of a major work to the community where his journey began.

THE DOWSE FOUNDATION & THE DOWSE ART MUSEUM

The Dowse Foundation

Established in 2003, The Dowse Foundation is an independent charitable trust that supports and promotes the visual arts and crafts of Aotearoa, with a focus on developing the collection of The Dowse Art Museum.

We connect people to The Dowse through initiatives such as the Major Art Commission and The Dowse Collectors Club.

dowse.org.nz

The Dowse Art Museum

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Its collection reflects this spirit, bringing together an eclectic mix of works that capture the richness and complexity of art in Aotearoa.

dowsefoundation.org.nz



Shane Cotton, Liquid Sleep, 2025
Acrylic on canvas, 2200 x 1595mm

From: s7(2)(a)
To: Karl Chitham; s7(2)(a)
Subject: RE: Final brochure to check
Date: Thursday, 16 October 2025 8:35:38 am

Looks amazing to me

Regards

s7(2)(a)

Making A World Of Difference

From: s7(2)(a)
Sent: Wednesday, October 15, 2025 2:08 PM
To: Karl Chitham <karl.chitham@huttcity.govt.nz>; s7(2)(a)

s7(2)(a)

Subject: Final brochure to check

Kia ora koutou,

Attached is the final brochure for you all to view and check. You'll see there are two versions. Exactly the same, but I have rotated one for ease of reading.

I have sent to Shane as well.

Let me know of any errors or changes.

It has gone through s7(2)(a), Karl and I to date (and has been changed every time), but there will always be more errors and changes – so any thoughts are welcome.

I'll send it to print tomorrow and I'll have a email version ready next week too.

Note/ the work we have used is NOT the commissioned work, but the work Shane suggested we use. We can add in some more images if we think necessary

Ngā mihi,

s7(2)(a)

s7(2)(a)



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From: [Dowse Foundation](#)
To: [Shane Cotton](#)
Cc: [Karl Chitham](#)
Subject: Re: final Text changes to the brochure to check
Date: Sunday, 19 October 2025 3:02:50 pm

Kia ora Shane,

Thanks for your notes—I have updated these sections and they are below.

Could you have one last check please and then we will send it off? Also do you know about whether Whātonga should have a macron - it sounds like it should have one, so I added it, but the internet only sometimes uses it.

I have cc'd in Karl too so he can check.

I'll make the edits in the brochure document tomorrow morning and send to print.

Nā mihi,

s7(2)(a)

Commissioned artwork

For this major commission, Shane Cotton is creating a large-scale painting that speaks to the history and whakapapa of the Hutt Valley, Te Awa Kairangi, and connects with works already held in The Dowse's collection.

At its heart stands Whātonga, the legendary Māori navigator, portrayed in Cotton's distinctive tiki form. Patterned foliage, *manaia* and *taniwha* figures frame the central figure, evoking the celestial and terrestrial realms that shape both Te Awa Kairangi and Te Whanganui-a-Tara (Whātonga's son).

The work also draws strength from *Nuku Tewhatewha*, the historic *whare pātaka* in the care of The Dowse Art Museum. It stands as a symbol of innovation and a bridge to ancestral *whakapapa*, honouring the enduring lineage of *mahi toi* and *taonga* across generations.

Shane Cotton

Shane Cotton ONZM (Te Uri Taniwha, Ngāti Rangi, Ngāti Hine, Ngāpuhi) is one of Aotearoa New Zealand's leading contemporary artists. Born in 1964 and raised in Upper Hutt, Heretaunga, Cotton's work has long explored identity, spirituality, and cross-cultural exchange, drawing on his bicultural heritage to navigate the complexities of the history of Aotearoa.

Merging Māori and European visual traditions, Cotton's paintings bring together mokomokai, native birds, Māori biblical texts, ships, flags, Christian symbols, and abstract forms. His imagery spans centuries, layering the past and present and moving between abstraction and representation.

Cotton has had major retrospectives at City Gallery Wellington and Auckland Art Gallery, and has received the Frances Hodgkins Fellowship, an Arts Foundation Laureate Award, and the ONZM for services to the visual arts. Despite his significance, The Dowse Art Museum does not currently hold a work by Shane Cotton in its collection, a notable absence given his deep connection to the region.

This commission offers a chance to change that, building on the relationship established through his landmark 2021 exhibition Te Puāwai at The Dowse Art Museum. The acquisition of this major new painting will mark a true homecoming, returning his work to the community and whenua where his journey began.

On 18/10/2025, at 3:00 PM, Shane Cotton <s7(2)(a)> wrote:

Can we also remove, the direct mention of whakapapa and ancestral names. These narratives may/may not be included, depending on the progression of the work. The gist of the work is to focus on the tiki figure as a beacon, through which Te Awarangi, a place of discovery and settlement is recognised.

iPhone

On 18 Oct 2025, at 14:44, Shane Cotton <s7(2)(a)> wrote:

Kia ora s7(2)(a)

No thats ok, whats stated in the panui is fine. I like the simple/direct reference to Te Awa Rangī, the metaphor of which is wide: celestial and terrestrial themes within the rohe of Te Awarangi & Whanganui a Tara. I dont actually know how this will yet play out specifically in the painting, but it underpins the general kaupapa.

Nga mihi
Shane

iPhone

On 17 Oct 2025, at 15:16, Dowse Foundation
<info@dowsefoundation.org.nz> wrote:

Afternoon s7(2)(a) and Shane,

We're going through a final proof of the brochure and have been tripped up a little bit on the correct use of the te reo and English names of places in relation

to the Hutt Valley, Te Awa Kairangi and then when referencing the river, also called Te Awa Kairangi the Hutt river and also Heretaunga. We refer to them throughout the brochure, so trying to make it a bit clearer for readers.

So we have updated the text a little bit.

What do you think about the below, specifically when referencing the places for the artwork and also where Shane was born and raised? And shall we just use Ngāpuhi, or do you prefer to add your other iwi affiliations?

Apologies for the back and forth.

I plan to send this back to the printer on Monday, so if you're able to get it to me by end of Sunday, that would be very helpful.

Ngā mihi,

s7(2)(a)

Commissioned artwork

For this major commission, Shane Cotton is creating a large-scale, one-off painting that reflects the history and whakapapa of the Hutt Valley, Te Awa Kairangi and speaks to existing works in The Dowse's collection.

The painting will feature Whatonga, a legendary Māori navigator, depicted in Cotton's distinctive tiki form. Framed by patterned foliage, manaia and taniwha figures, the work will incorporate text referencing ancestral names and places connected to Te Whanganui-a-Tara (the great harbour of Tara, Whatonga's son) and the Hutt Valley, Te Awa Kairangi

The painting will also reference Nuku Tewhatewha, in the care of The Dowse Art Museum. This storehouse is both a symbol of modernity and a link to ancestral whakapapa, acknowledging the continuity of mahi toi and taonga across generations.

Shane Cotton

Shane Cotton ONZM (Ngāpuhi) is one of Aotearoa New Zealand's leading contemporary artists. Born 1964 in Upper Hutt, Heretaunga and raised in the Hutt Valley, Te Awa Kairangi, Cotton's work has

long explored identity, spirituality, and cross-cultural exchange—drawing on his bicultural heritage to navigate the complexities of the history of Aotearoa.

Merging Māori and European visual traditions, Cotton's paintings bring together mokomokai, native birds, Māori biblical texts, ships, flags, Christian symbols, and abstract forms. His imagery spans centuries, layering the past and present and moving between abstraction and representation.

Cotton has had major retrospectives at City Gallery Wellington and Auckland Art Gallery, and has received the Frances Hodgkins Fellowship, an Arts Foundation Laureate Award, and the ONZM for services to the visual arts. Despite his significance, The Dowse Art Museum does not currently hold a work by Shane Cotton in its collection, a notable absence given his deep connection to the region.

This commission offers a chance to change that, building on the relationship established through his landmark 2021 exhibition Te Puāwai at The Dowse Art Museum. The acquisition of this major new artwork will mark a true homecoming, returning his work to the community and whenua where his journey began.

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From: s7(2)(a)
To: [Karl Chitham](#)
Cc: s7(2)(a)
Subject: Major Art Fund Commission speech
Date: Sunday, 19 October 2025 3:42:10 pm
Attachments: [Major Art Fund Commission speech.docx](#)

Hi Karl

Attached is a first draft of my speech for Wednesday night.

Let me now if it hits the mark or needs to be edited in any way. All suggestions are great ones!

Karl – I'm assuming you are doing all the housekeeping stuff – like where the toilets are etc, but if you want me to include can you let me know and send me the details of what I have to say.

s7(2)(a) copying you in so you know a draft has been prepared, and if you have anything to suggest.

Many thanks

s7(2)(a)

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MAJOR ART COMMISSION LAUNCH SPEECH

Tena Koutou katoa

My name is s7(2)(a) and I am the Chair of The Dowse Foundation. It's my pleasure to welcome you on behalf of Foundation to this very special evening – the launch of our second Major Art Commission.

Thank you all for being here tonight. Your presence means a great deal at what is an exciting and meaningful time in the life of the Foundation.

We're especially grateful to our generous sponsors – Tuatara, Almighty Beverages, and The PR Company – whose support makes nights like this possible. Your support enables us to connect with and uplift our arts community in the way it truly deserves.

The Dowse Foundation is a small but passionate charity, independent and community focused, dedicated to supporting the visual arts and crafts of Aotearoa, with a particular focus on supporting the collection development of The Dowse Art Museum.

We're here to make meaningful things happen in the arts – and we invite others to join us. We offer ways for people to be part of our support community through our Collectors Club and the Major Art Fund.

Our Collectors Club brings together passionate art lovers who want to go deeper – learning, collecting, and actively help shape the Dowse collection. If that sounds like you, talk to any of our Trustees here tonight – we'd love to welcome you in.

Tonight, though, we turn our attention to something truly inspiring – our Major Art Fund, which helps brings bold, ambitious new works into the world, and into the Dowse Collection itself

This is a fund set up by the Foundation to commission and acquire a major new work by a senior Aotearoa artist who is not yet represented in the collection.

In 2021, the Dowse Foundation helped celebrate the Dowse's 50th anniversary by commissioning a new suite of works, *te whitinga o te pō* (*the shining lady of the night*), by renowned artist Dr Fiona Pardington. That was our first Major Art Commission.

We are especially proud of our relationship with Fiona and are delighted that she has been selected to represent New Zealand in the upcoming Venice Biennale in 2026 – a brilliant choice to showcase the strength, diversity, and talent of New Zealand artists.

Tonight marks the launch of our second Major Art Commission – and the official start of our fundraising campaign.

We are aiming to raise \$100,000. Acquisitions of this scale are well outside The Dowse Art Museum's regular acquisition budget and can only happen with the generosity of donors and the belief of our arts community.

We've already raised \$30,000 – a fantastic start – and now we're inviting you to help us build on that momentum. Every gift, large or small, is a powerful act of belief in artists, in art, and in the legacy we're creating together.

If you'd like to be part of this special community, you'll find brochures around the room explaining how to give, and the benefits of being involved – including invitations to exclusive events, recognition on the wall label (should you wish it), and more!

Donors over \$5,000 will have their names recognised in perpetuity – on the artwork's wall label, on the online collection, and on the Foundation website. Higher tiers receive additional benefits such as an exclusive dinner with the artist or a private studio visit.

All donations are tax-deductible and can be made in instalments. You can also talk to any Foundation Trustee tonight about how to get involved.

And now – the moment we've all been waiting for – it's my great pleasure to reveal the recipient of our second Major Art Commission.

He is an internationally renowned New Zealand artist who has exhibited extensively in New Zealand and abroad. He grew up in Upper Hutt, making this commission especially meaningful for the

region. He is not yet represented in The Dowse Collection, making this an important step in filling a key gap.

His practice draws on whakapapa, whenua, and cultural memory – themes that resonate deeply with the Hutt Valley and with Aotearoa's art history. In 2008, he received a Laureate Award from the New Zealand Arts Foundation, and in 2012 was made an Officer of the New Zealand Order of Merit for services to the visual arts. He has established himself at the forefront of the renaissance of Māori art in the 1990s, and his distinguished career now spans over three decades. His practice is underpinned by a recurrent questioning of his own bicultural identity, and our collective cultural identity.

It is with immense pride and excitement that I announce:

Shane Cotton is the recipient of our second Major Art Commission – and he is here with us tonight.

"Tēnā koe, Shane, the floor is yours. Shane will now talk about the work and what the commission means to him.

Thank you all so much.

From: s7(2)(a)
To: [Dowse Foundation](#)
Cc: [Karl Chitham](#)
Subject: Re: Afternoons with Jesse Mulligan – live interview RNZ
Date: Friday, 7 November 2025 10:40:27 am

Hi guys,

That's a shame...wondering if you could do a Bookmarks instead s7(2)(a) or Karl.....? And talk about the commission? I could see if they are keen....can't guarantee but worth a shot?

s7(2)(a)



On Thu, Nov 6, 2025 at 4:20 PM Dowse Foundation <info@dowsefoundation.org.nz> wrote:

FYI

Begin forwarded message:

From: Shane Cotton <s7(2)(a)>
Subject: Re: Afternoons with Jesse Mulligan – live interview RNZ
Date: 6 November 2025 at 3:40:34 PM NZDT
To: Foundation Dowse <info@dowsefoundation.org.nz>

Kia ora s7(2)(a)

Sorry for the late reply, presently travelling overseas. My apologies, but I am unable to do the interview with s7(2)(a) later this month.

Nga mihi nui
Shane

iPhone

On 30 Oct 2025, at 9:21 AM, Dowse Foundation
<info@dowsefoundation.org.nz> wrote:

Mōrena Shane and s7(2)(a)

I hope you've had a great week. It's finally sunny down here, and one can almost forget the horrendous weather of late!

It was lovely to meet you last week, Shane — and such a privilege to hear you speak so candidly about your work and upbringing in the Hutt.

I'm following up about the potential interview/bookmark session with Jesse Mulligan on RNZ on 26 November.

The focus of the session is less on the commission itself and more on your personal interests — books, music, film/TV, and podcasts.

We need to confirm this soon, so if you're happy to take part, please let us know.

I've cc'd s7(2)(a), who is handling PR for this project and is in direct contact with RNZ.

Look forward to hearing from you.

Ngā mihi nui,
s7(2)(a)

On 22 Oct 2025, at 1:48 PM, Dowse Foundation
<info@dowsefoundation.org.nz> wrote:

Kia ora Shane and s7(2)(a)

We look forward to seeing you tonight Shane – hopefully it hasn't too awful of a travel day for you.

We have heard from Radio NZ and they are keen to have you on the afternoons with Jesse Mulligan on Wednesday 26 November at 2.30pm. In one of their bookmark sessions.

This format is below.

We asked about Arts on Sunday, but they said you were on it a while ago so thought this would be a better option.

We thought this could fit for the one interview you said you would be comfortable with.

Let us know your thoughts and can go back to them.

Ngā mihi,

s7(2)(a)

The format is a live 30 minute interview, about 70 percent based on his choices, and 30 percent biography. It's a fun segment that is mostly based on his interests and a good opportunity to talk about the commission.

The Bookmarks sessions fill up fast and the next one they have is 26 November at 2.30pm.

They ask for the following to be sent in the week before (his favourite)

3-4 book titles

5-6 pieces of music which will be played during the interview

3- 4 Film/TV titles

3-4 podcasts

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From: s7(2)(a)
To: s7(2)(a); Karl Chitham; s7(2)(a)
Subject: RE: Donation update for Major Art Fund – good news!
Date: Wednesday, 29 October 2025 11:04:49 am

Wonderful news – thanks for the update s7(2)(a)

From: s7(2)(a)
Sent: Wednesday, 29 October 2025 10:58 am
To: s7(2)(a)
Karl Chitham <Karl.Chitham@huttcity.govt.nz>; s7(2)(a)
s7(2)(a)
Subject: Donation update for Major Art Fund – good news!

Morning all,

Some good news!

I am in our Xero and we have received the following donations for the Major Art Fund. So if you see any of these people tonight, or around, could you please say thanks! I will email them all and say thanks and send receipts.

s7(2)(a), s7(2)(b)(ii)



Ngā mihi,

s7(2)(a)



s7(2)(a)

On 29 Oct 2025, at 10:41 AM, s7(2)(a)

wrote:

I will be attending sorry

I did not think I would be able too but have re arranged schedule

Regards

s7(2)(a)

Making A World Of Difference

From: Dowse Foundation <info@dowsefoundation.org.nz>

Sent: Tuesday, October 28, 2025 4:38 PM

To: s7(2)(a)

Karl

Chitham <Karl.Chitham@huttcity.govt.nz>; s7(2)(a)

Subject: Light on numbers for tomorrow

Hi Trustees – just a brief note to let you know we are very light on numbers for tomorrow.

Our members tend to be pretty patchy with RSVPing but we even consider that we are worryingly low. The only people who have RSVP'd yes are s7(2)(a)

s7(2)(a)

Your attendance (and better yet, your attendance with a guest!) would be much appreciated.

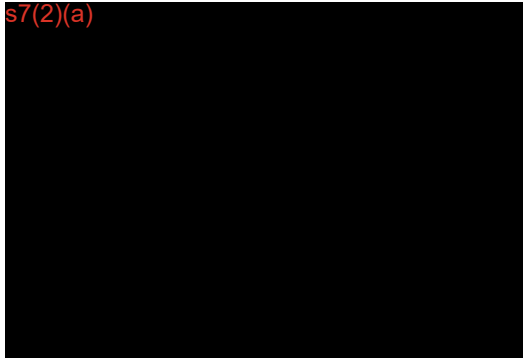
Many thanks,

s7(2)(a)

From: s7(2)(a)
To: 
Cc: [Karl Chitham](#)
Subject: Re: Major Art Fund
Date: Tuesday, 18 November 2025 11:43:51 am

I can do 1.45pm

s7(2)(a)

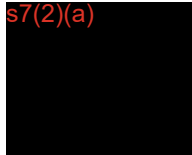


On 18/11/2025, at 5:52 AM, s7(2)(a) wrote:

I could do today around 1.45 pm if that worked for you both.

Thanks

s7(2)(a)



From: Karl Chitham <Karl.Chitham@huttcity.govt.nz>
Sent: Monday, November 17, 2025 4:17:50 PM
To: s7(2)(a)
Cc: 
Subject: RE: Major Art Fund

I'm free anytime after 11am tomorrow so let me know what works best. Weds is a bit busy sorry.

Ngā mihi
Karl

Karl Chitham
Director Dowse Art Museum
Head of Arts & Culture, Hutt City Council
s7(2)(a)
PO Box 30396 Lower Hutt, 5040, New Zealand
dowse.org.nz
<image001.png>

From: s7(2)(a)

Sent: Monday, 17 November 2025 3:46 pm
To: Karl Chitham <Karl.Chitham@huttcity.govt.nz>
Cc: s7(2)(a)
Subject: Re: Major Art Fund

Hi team,

I'm back tomorrow but have kindly pick up at 3 so can't do a call after that but could do one before.

Otherwise Wednesday through Saturday 11-4 works for me.

s7(2)(a)

On 17 Nov 2025, at 15:21, Karl Chitham <Karl.Chitham@huttcity.govt.nz> wrote:

Works for me

Ngā mihi
Karl

Karl Chitham
Director Dowse Art Museum
Head of Arts & Culture, Hutt City Council
s7(2)(a)
PO Box 30396 Lower Hutt, 5040, New Zealand
dowse.org.nz
<image004.png>

From: s7(2)(a)
Sent: Monday, 17 November 2025 10:09 am
To: Karl Chitham <Karl.Chitham@huttcity.govt.nz>; s7(2)(a)
Subject: Re: Major Art Fund

Thanks for your reply.

I could do a call tomorrow afternoon after 2.30 pm if that works for you and s7(2)(a)

Thanks for confirming membership - got a bit confusing tbh!

Regards

s7(2)(a)

s7(2)(a)

From: Karl Chitham <Karl.Chitham@huttcity.govt.nz>

Sent: Monday, November 17, 2025 9:48:05 AM

To: s7(2)(a)

Subject: Major Art Fund

Kia ora s7(2)(a)

The sub-committee was just me, s7(2)(a). The smaller the better tbh. Maybe it can just be you replacing s7(2)(a) for now?

Yes, I be keen for a chat. We need to email s7(2)(a) regarding their donation so probably be good to settle on a consistent approach for everyone.

I have most of tomorrow free – I think s7(2)(a) might still be away though.

Ngā mihi
Karl

Karl Chitham
Director Dowse Art Museum
Head of Arts & Culture, Hutt City Council

s7(2)(a)

PO Box 30396 Lower Hutt, 5040, New Zealand

dowse.org.nz | petonesettlers.org.nz |

[<image005.jpg>](#)

[<image006.jpg>](#)

[<image007.jpg>](#)

@thedowse

[<image004.png>](#)

From: s7(2)(a)

Sent: Monday, 17 November 2025 9:27 am

To: s7(2)(a) Karl Chitham <Karl.Chitham@huttcity.govt.nz>

Subject: Major Art Fund

Hi s7(2)(a)/Karl

Shall we organise a call to discuss next steps with this project?

Not sure tbh if s7(2)(a) are members of this sub-committee or if they were just brought in for the launch. Happy to include them though but thought I would check first.

With everyone working a call at night or over the weekend might be best if we can get most of us there – always going to be tricky at this time of the year.

Look forward to hearing from you.

Thanks
s7(2)(a)

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From: s7(2)(a)
 To: Karl Chitham: s7(2)(a)
 Subject: RE: DF Major Art Commission invitees excluding donors
 Date: Wednesday, 19 November 2025 10:06:47 am
 Attachments: [image002.jpg](#)
[image003.jpg](#)
[image004.png](#)

Hi Karl

Again, thanks for drafting this.

Only some small suggested changes by me in red/strikethrough.

Cheers

s7(2)

From: Karl Chitham <Karl.Chitham@huttcity.govt.nz>
Sent: Tuesday, 18 November 2025 4:06 pm
To: s7(2)(a)
Subject: DF Major Art Commission invitees excluding donors

Kia ora kōrua,
 Here is a draft email update for those that were invited to the :

Kia ora ??????,

We wanted to keep you updated about ~~The Dowse Foundation Major Art Commission~~ that we revealed in October.

At the event, Shane Cotton talked about his practice and some of the themes he will be exploring in the work which gave those present some very special insights to the proposed painting that will be donated to The Dowse Art Museum.

As a result of this event and other conversations, we have ~~already been able to~~ raised over \$60,000 towards our \$100,000 target.

You can find out more about the commission here <https://www.dowsefoundation.org.nz/major-art-fund/>

If you are keen to support what we know will be an incredible painting, then you can also deposit your funds directly into our bank account and we will issue you with a receipt:

The Dowse Foundation | 02-0528-0162972-001

Reference: MAF + your name



We understand that people are being called on more often for support within our communities, so we are keen to ensure you wanted to continue receiving communications from us. If you do not want to get emails or invitations to events, please do let us know.

Nga mihi
 ???????

Ngā mihi

Karl

Karl Chitham

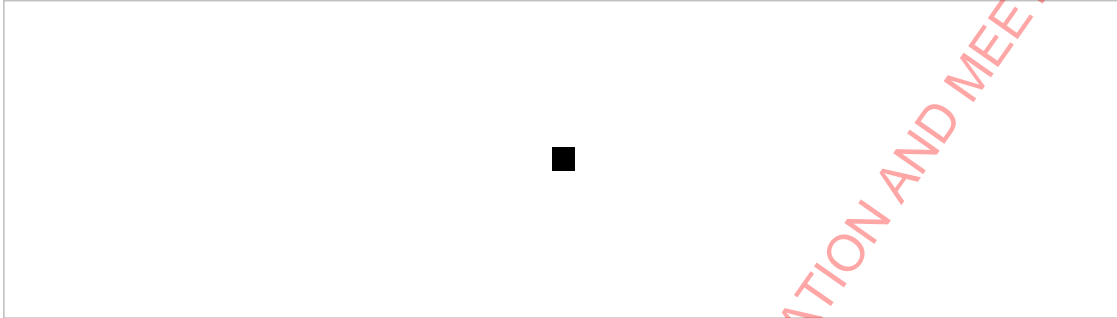
Director Dowse Art Museum

Head of Arts & Culture, Hutt City Council

s7(2)(a)

PO Box 30396 Lower Hutt, 5040, New Zealand

dowse.org.nz



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From: s7(2)(a)
To: [Dowse Foundation](#); [Karl Chitham](#); s7(2)(a)
Subject: RE: Major Art Fund Update
Date: Tuesday, 25 November 2025 2:14:18 pm

Hi Karl and s7(2)(a)

Just letting you know I have spoken to both s7(2)(a) about the new Huia donation scenario.

I will pull together some notes as soon as I have a moment and will send them through to you both to consider, and discuss further if needed.

Thanks

s7(2)(a)

From: s7(2)(a)
Sent: Sunday, 23 November 2025 4:16 pm
To: 'Dowse Foundation' <info@dowsefoundation.org.nz>; Karl Chitham <Karl.Chitham@huttcity.govt.nz>
Subject: RE: Major Art Fund Update

All good s7(2)(a)

We do need to make a decision about sending out the emails Karl drafted, who will send them, and who they will come from.

s7(2)(a)

Other donors can just be sent receipts – thanks for doing this – really appreciate it.

Thanks

s7(2)(a)

From: Dowse Foundation <info@dowsefoundation.org.nz>
Sent: Friday, 21 November 2025 4:59 pm
To: Karl Chitham <Karl.Chitham@huttcity.govt.nz>; s7(2)(a)

Subject: Re: Major Art Fund Update

Kia ora Karl,

Thanks for this and so sorry to miss the meeting. Gah.

I was actually talking with people non-stop most of the afternoon till about 4.20pm. Always a risk during work hours.

Was there any other takeaways for me to do from your catch up? And any decisions made on the donation situation for Huia donors?

At the moment, I believe I just need to sort some receipts for those that have paid.

I have followed up with Shane again, but not heard back.

Do I need to sort an invoice for s7(2)(a) or just send her the bank details – or has someone else done this? Probably need to know about the spit donation, or plan for the huia donations first.

Coolio,

Let me know.

s7(2)(a)

On 21 Nov 2025, at 4:42 PM, Karl Chitham <Karl.Chitham@huttcity.govt.nz> wrote:

Kia ora tātou,

We thought it might be good to touch base about the follow-up for our fundraising.

In this doc are 3 tabs at the bottom:

s7(2)(j)

The first tab (Invite List) are all of the people who were invited to the launch event with notes. We are using this as our master fundraising contact list. If you have new contacts that you are talking to about donating, please add them

at the bottom of the list under the header: **New contacts following the major art commission launch.** If you can add your name next to them in the Follow-up column then it means there will be less double up.

The second tab (New donations Major Art Fund) is for Major Art Fund sub-committee to keep track of the donations/pledges coming in for the Shane Cotton commission. We will record any new pledges or donations here and will also note if they have received receipts/emails etc and from whom. This tab also has a running total of our fundraising success to date for this commission.

The third tab s7(2)(a) (reconciliation 12 September) is the running total of all fundraising for the major art commission to date.

Hopefully that all makes sense but if not please let me know and I can give you a call or we can quickly go over briefly at our next meeting.

Ngā mihi
Karl

Karl Chitham
Director Dowse Art Museum
Head of Arts & Culture, Hutt City Council
s7(2)(a)
PO Box 30396 Lower Hutt, 5040, New Zealand
dowse.org.nz
<image001.png>

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From: s7(2)(a)
To: Karl Chitham; s7(2)(a)
Subject: Re: Change in
Date: Friday, 28 November 2025 7:26:49 am
Attachments: [image001.png](#)

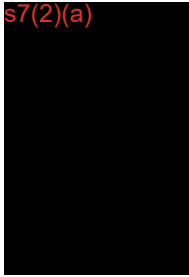
Think it is important to

nail this down but take your point about one point of contact with Shane. Karl, maybe you could text Shane and say s7(2)(a) is trying to get hold off him and could he ring her ?? Appreciate that is a bit mucky though. Alternative is really only for s7(2)(a) to keep trying to make contact - maybe text instead of email and ask him to call you s7(2)(a)

See you tonight Karl, and maybe you s7(2)(a) if you are attending the Opening. Otherwise next week.

Thanks

s7(2)(a)



From: Karl Chitham <Karl.Chitham@huttcity.govt.nz>
Sent: Wednesday, November 26, 2025 1:11:42 PM
To: s7(2)(a)
Subject: Change in Huia tier status

Cool – will look at new tier name. I am a little reluctant to contact Shane as we had agreed to keep the comms with one person to avoid confusion etc. However, if you think it is important to nail this down then I can flick him a text.

Ngā mihi

Karl

Karl Chitham
Director Dowse Art Museum
Head of Arts & Culture, Hutt City Council
s7(2)(a)
PO Box 30396 Lower Hutt, 5040, New Zealand
dowse.org.nz

From: s7(2)(a)
Sent: Wednesday, 26 November 2025 12:29 pm
To: s7(2)(a)
Cc: Karl Chitham <Karl.Chitham@huttcity.govt.nz>
Subject: Re: Change in Huia tier status

Agree giving new Huia tier a different name to avoid confusion. Great idea.

Cheers

s7(2)(a)

From: s7(2)(a)

Sent: Wednesday, November 26, 2025 11:54:15 AM

To: s

Cc: Karl.Chitham@huttcity.govt.nz <Karl.Chitham@huttcity.govt.nz>

Subject: Re: Change in Huia tier status

Thanks s7(2)(a)

Sounds good.

Karl do you want ask Shane what value the work would have? He isn't replying to my emails as maybe he is travelling.

My suggestion would be that we give this situation its own name, rather than changing the huia tier, as it is a limited number of 3 so the whole tier can still exist moving forward and for other projects.

Ngā mihi,

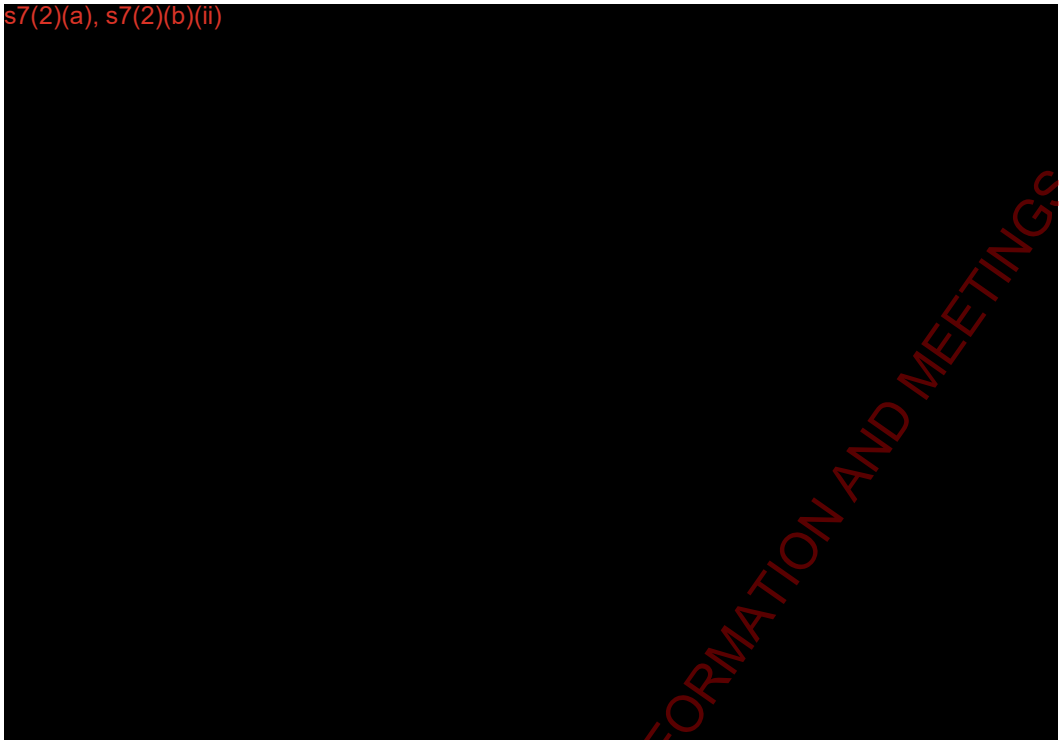
s7(2)(a)

On 26 Nov 2025, at 11:26 AM, s7(2)(a) wrote:

Notes on calls with s7(2)(a)

s7(2)(a), s7(2)(b)(ii)

s7(2)(a), s7(2)(b)(ii)



Happy to discuss.

s7(2)(a)

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