



## THE RNZE CHARITABLE TRUST Incorporated

C/o DSS Registry  
Linton Military Camp  
Palmerston North 4820  
NEW ZEALAND



“Preserving RNZE Heritage”

[www.sappers.org.nz](http://www.sappers.org.nz)

### Projects and Resourcing Requirements of the Corps of Royal NZ Engineers Charitable Trust (RNZE CT or “Trust”), as at December 2016

#### Introduction

1. The establishment and background to the RNZE CT or “Trust” is summarised in a separate document entitled “**Profile of the RNZE CT**”. The “Trust” is not publically funded and relies heavily upon contributions, donations and sponsorship from the public at large and serving and retired members of the Corps, along with funding support from companies, organisations, other charitable trusts and other similar sources.
2. There are three main projects which relate directly to the purpose and object of the “Trust” and require resourcing, given that their funding is beyond the current capability and capacity of the “Trust”. These current projects cover the research, compilation, writing, production and publication of the **history of the RNZE Corps** (1840 to the present day), the rebuild and management of the **Engineers Corps Memorial Centre (ECMC)** and scanning, digitising and post-processing of all Corps heritage books, documents and photographic material housed in the ECMC. There are other ancillary and related activities, which also require funding. These projects are further explained in the “Profile” document and the scope of project work and other resourcing requirements are shown below.

#### Project Scope and Requirement Descriptions

3. **RNZE Corps History Project:**
  - Most RNZE Corps history and heritage is reasonably well recorded during WW1 and up until and including WW2 (1946).
  - An attempt was made during the period 1981-84 to complete a historical record (1946-1980), but apart from a manuscript produced as an academic research thesis project, this was unsuitable for a full written history record.
  - Ministry of Culture and Heritage (MCH) advised in 2000 that an audio, visual and interactive history would cost up to \$300k.
  - Dr Ian McGibbon authored the book “Kiwi Sappers” in 2002, to coincide with the Centenary of the RNZE (2002-03). This was funded by the RNZE Corps and Sappers Association (NZ) Inc.
  - Further work was undertaken to scope out the history project, with assistance from MCH, indicating that up to \$300k would be required to undertake oral history interviews, a scholarly-authored, well illustrated large-scale history book and an interactive website for future history recording.
  - Up to \$100k would be required to fund the oral history (audio and visual) interview (OHI) component.
  - An approach was made to NZDF to assist with the funding of the project. An initial \$135k was promised, but this was reduced to \$40k owing to Govt funding pressures.

- The RNZE Corps Committee made a commitment to build up resources for the history project until such time that a suitable author could be found.
- The RNZE CT was formed in mid 2011, with the purpose of taking this project on and managing it according to whatever funding could be raised from other external sources.
- A multi-staged project plan was developed to spread the workload and cost over a more realistic timeframe and doable level of activity.
- Oral (audio and visual) history interviews (OHI) and recordings were commenced in 2012, conducted by MCH staff and seed funded by the RNZE CT, along with some minor funding from NZDF.
- Since 2013, several other organisations and trusts have assisted with the funding of a number of oral history interviews (OHI) of selected retired and serving RNZE personnel from about NZ. Completion of 57 x OHIs was achieved in mid-2015, including a few existing OHI records from a range of different sources.
- A Lottery Grants Board (DIA) grant was made available to the “Trust” in late 2014 to complete a few remaining OHIs and enable the further research, writing and preparation of an authoritative written history of the Corps (1840 to the present day).
- Our RNZE historian and author, Peter Cooke (Wellington) was contracted to complete his research and writing of the history manuscript by mid-2017, ready for publication.
- It is planned to publish and release a suitable history book in early 2018, before the conclusion of the WW1 centenary commemorations.
- Of a total project estimated cost of \$220,000, a shortfall of \$40,000 is required to meet all project funding requirements and to ensure that an authoritative written history of the RNZE Corps (1840 to the present day) can be launched by 2018.
- **The RNZE CT has already raised over \$70,000 towards the oral history interview phase and is committed to meeting the \$40,000 project budget shortfall to ensure that the history book is completed, published, launched and available to the public/for sale by 2018.**

#### 4. **Rebuild and refurbishment of the RNZE Corps (ECMC) Museum Project:**

- Main building emptied out for reroof, associated building repairs, re-carpet, refurbishment and redecoration in 2009-10.
- Contents of display cabinets have been progressively returned from 2010 onwards as all displays had to be rebuilt from scratch, based on the new theme of the “Chronology of the Corps”.
- Display cabinet contents have been donated by families, private individuals, members of the public, retired members of the Corps and RNZE units.
- Funding is required to procure display materials, photography, special conservancy treatments, display media, mannequins, model making, etc.
- Most of the 32 x display cabinets have been completed, although many require further improvement, refurbishment and refreshment, plus recycling of items and materials on display.
- Display cabinets were individually wired and fitted in 2015 with LED strip lighting, to improve clarity and internal displays, but require further ambient lighting supplementation and visual affects within the ECMC main museum area.
- An external double garage is adjacent to the main building to house a store, map and plan storage and a workshop. This will require further resourcing (consumable materials, etc) to augment the ECMC facilities and museum refurbishment.
- Inventory development and cataloguing as at 31 December 2016 recorded over 9,000 (of an estimated 60,000 total) separate items on display and within the “collection”, with a current value in excess of \$330k.

- **The RNZE CT is committed to expending up to \$3k in 2017 on the further rebuild, refurbishment and refreshment of the museum and its' displays.**

## 5. **Rebuild of RNZE Corps (ECMC) Library Project:**

- The Library collection is being resorted and consolidated to retain special-to-Corps books, engineer technical references and engineer and Corps project and local and overseas deployment reports and reference material.
- The collection requires a proper cataloguing system and process to manage the library properly, establish an accession process, computerised loan system and protect/secure its contents.
- Some electronic copying/multi-function printers and digitising/scanning equipment have been procured and installed to assist with this process.
- Many of the older (late 1800s to early 1900s) items require conservancy and protection, in some instances professional rebuilding, which all requires funding.
- The collection of deployment and project reports all require resorting, compiling, digitising/scanning and filing. The same applies to area studies, education and training materials and historical documents and papers and so on.
- A start has been made on the scanning and digitising of heritage photographic material housed in the ECMC, of which some 3,000 of an estimated collection of 20,000 items have been processed to date. Photographic items are also being digitally “refreshed” during the scanning process, before being stored on a gallery for future access.
- Some experimental work has been started on the scanning, digitising and post-processing of heritage books and documents to establish a means of progressing this work in the future. An external contractor is being engaged, along with advice being provided by NZ Micrographics staff. It is hoped to be able to maintain a regular annual programme to process our older collection items, to ensure their conservancy and protection in the future.
- **The “Trust” is committed to providing up to \$12.5k in 2017 to support this work, including \$10k for the scanning, digitising and post-processing activity.**

## 6. **Inventory and Insurance:**

- Work on cataloguing and compiling a suitable inventory will continue, but will require further resourcing and security.
- To date, over 9,000 items have been inventoried (with a total value in excess of \$330k), out of a total estimated 60,000 items.
- Current insurance (comprehensive policy) for the contents (“RNZE collection”) of the ECMC and Trustee liability cover, will cost over \$4,000 per annum.
- Recent quotes for increasing the insurance value and coverage (to \$310,000) of the “Corps collection”, indicates that insurance premiums will climb to over \$4,000 in April 2017, when renewal is due.
- Both on-site and off-site secure storage of inventory data is continuing to be developed and requires appropriate storage and backup equipment and systems. Currently, several different backup and secure storage facilities have been installed and are operating, all funded from our own resources.
- **The “Trust” is committed to continuing to cover all current costs of inventory and insurance, which will amount to at least \$4.5k in 2017.**

## 7. Awareness and Promotion of the ECMC and “Trust”:

- Apart from the Corps Centenary year (2002-03) when items from the ECMC collection were displayed for six months at Te Manawa (the Manawatu Museum and Science Centre) complex in Palmerston North and a further six months at the National Army Museum in Waiouru, the “RNZE collection” remains in its current buildings within the ECMC at Linton Camp.
- Comments and feedback from the public indicated that this was “the best kept secret of the Manawatu”, although over 40,000 viewed the Centenary exhibition during the Centenary year.
- Since early 2013 when visitor record keeping was started, over 3,000 people have toured the ECMC. This is whilst the museum is open on only one day a week, for approximately 45 weeks in the year.
- As the bulk of the “collection” has been provided by the general public and is a community resource, more awareness is required along with other communications and media outlets.
- Professional promotional material has been developed and provided to explain the ECMC facilities and contents (“collection”) for distribution to the wider community and other library, museum and heritage establishments throughout New Zealand.
- Brochures and booklets have been produced and are available for the ECMC and St Martin’s RNZE and Garrison Chapel and several reprints and updates have been required to date.
- Signage, both internal and external and at the entrance to the Camp and ECMC, has been produced and installed, and any future developments must be undertaken using professional design and sign writing services.
- Information on the ECMC, RNZE CT and other RNZE aspects are covered on the emerging website [www.sappers.org.nz](http://www.sappers.org.nz), in addition to Wikipedia, Trip Advisor and a number of linked social media outlets.
- **The “Trust” is committed to expending up to \$2k in 2017 to continue to meet this ongoing demand/requirement.**

## 8. Information, Communication, Research and Technology (ICR&T):

- Thanks to external funding assistance, three stages of the ICR&T project have been completed since 2012, replacing and expanding all computing equipment (hardware and software within the ECMC, provision of appropriate systems to support the operations of the ECMC and RNZE CT, as well as making the museum and library more accessible, interactive and functional.
- Four electronic continuous display stations (one each for WW1 and WW2 and the others for contemporary RNZE activities, operations and deployment photographic records) have been established/installed, to display some of the photographic collections within the museum area.
- Several multi-function printers with scanning and digitising capability have been installed to assist with the processing and storage of archival material.
- An electronic wireless environment has been established within the ECMC complex, which can be further expanded to include other equipment and a networked environment within the ECMC complex.
- A “Broadband” internet connection has been established in the ECMC, with an email account ([ecmc@inspire.net.nz](mailto:ecmc@inspire.net.nz)) provided by Inspire Net of Palmerston North. The latter have also become a sponsor for the ECMC, increasing the speed and capacity of this service to enable the scanning, digitising and post-processing of a large amount of heritage material/records.
- A professional photo, slide, plate and negative scanner has been installed so that the photographic collection can be scanned and stored for archival purposes.
- A professional backup system has been installed, so that multiple electronic records (including collection and inventory data) can be suitably backed up on a regular

- basis and stored and located on and off-site.
- All of the electronic equipment and systems need to be kept up to date and maintained regularly, to ensure operational functionality and public access.
- Work has commenced in expanding and improving the existing website ([www.sappers.org.nz](http://www.sappers.org.nz)), to cater for both the ECMC and RNZE CT. Further work is required to continually update information and ensure that the site is accessible and linked to other appropriate social media outlets. The site is going to be redeveloped during 2017.
- In addition to and in support of the regular monthly military history lecture series and other external military history and Corps history presentations hosted by the RNZE CT and conducted within the ECMC and elsewhere within NZ, appropriate multi-media presentation equipment has been provided by external funding sources. This includes a portable laptop computer, multi-media projection system, portable screen and associated ancillary equipment.
- Further investigations are underway to enhance the museum with interactive displays, similar to that being provided in other museums displaying military heritage collections and history.
- **The “Trust” is committed to making a further investment of up to \$5k in 2017, to ensure that this development programme continues and is all properly maintained and kept up to date.**

#### 9. **Conservancy, Protection and Security Requirements:**

- Currently, all buildings within the ECMC complex are covered by fire and security detection systems (not protection), provided by NZDF. The buildings have been transferred (“gifted”) and are now owned by and maintained by NZDF, but the contents (“collection”) remain the assets and responsibility of the “Trust”.
- Given the age, importance, provenance and value of the “collection”, more attention needs to be directed towards conservancy and protection. Much of this is currently provided on a voluntary basis and by limited support from the National Army Museum and other similar agencies. However, as assets of the “Trust”, the “collection” will require more serious attention and resourcing to maintain its integrity and security for the future.
- A garage has been constructed within the confines of the ECMC complex to provide additional storage space and for a workshop. This area is now covered by suitable fire and security detection systems, connected into the Camp network.
- Secure fire-rated storage facilities (safes) have been installed within the main building to store documentation, medals, papers, reports, minor cash (donation box) holdings, data storage, software, photographic records, key press, etc.
- Other minor security devices and systems have been installed so that when the ECMC is open, for entry warning when volunteer staff are in different parts of the complex, undertaking many of the rebuild, visitor escort and other support tasks.
- Heat pumps have now been installed within the library and museum area to ensure that stable and appropriate environmental conditions can be maintained to protect the contents within this area.
- **The “Trust” is committed to providing up to \$2k to cover this ongoing “maintenance” work in 2017.**

#### 10. **Annual Funding Summary Estimate/Requirement:**

- **Given the items in bold print above, the “Trust” is committed to providing funding up to \$29k in 2017, not including the RNZE Corps History project budget shortfall (\$40,000).** This is well beyond the current capacity of the “Trust”, its funds and investments and regular donors and contributors, therefore external funding support will be necessary.
- **Our annual target for fund raising is around the \$20k mark, with one-off requests**

in excess of this value to support the RNZE Corps History project, key conservancy requirements and security of the “RNZE collection”. This has proven correct over the past five years of the Trust’s existence and with the progress being made for the three main projects over the past few years.

- The Trust Board has identified a number of charitable trusts which support a range of educational, heritage and historical activities which are in line with the objects and purpose of the RNZE CT.
- The Trust Board has resolved that applications are to be made to other charitable trusts to try and provide the necessary and ongoing funding support required for the ECMC and the various key projects of the Trust, as shown above.

## 11. **Acknowledgment of Current Contributors and Sponsors:**

The RNZE CT would like to acknowledge and sincerely thank the following contributors and sponsors for their generous contributions and support throughout the 2012-16 period:

- Pub Charity for several grants towards ICR&T Stages 1 and 2, supply and installation of secure fire-rated safes, insurance premiums and the RNZE Corps History project.
- ECCT for several grants towards the RNZE Corps History project and provision of a portable multi-media presentation equipment package.
- Page (Public) Trust towards the promotion brochures for the ECMC and Chapel.
- Infinity Foundation Ltd for specialised consumable materials for the ECMC and a contribution towards the RNZE Corps History project.
- Advantage Computers Limited (PN) for ongoing advice, supply and installation of all electronic equipment into the ECMC.
- Inspire Net for connection and installation of Broadband internet and email services at significantly reduced costs and then becoming a total sponsor for all of these services.
- Eyerite Signs (Levin) for the ongoing design and artwork, plus manufacture supply and installation of all interior and exterior signage at reduced costs.
- Ecostock (Auckland) for significant financial support for ECMC operations.
- Trophy Specialists (PN) for discounted engraving, trophy item and special design board manufacture, memorial plaques and other services and support for the ECMC.
- Mainland Foundation for several grants towards the RNZE Corps History project, supply and installation of LED strip lighting to all display cabinets and to the development and upgrade of the Sappers website.
- Lottery Grants Board (DIA) for a significant grant towards the research and writing of the RNZE Corps History (1840-present day) project.
- Individual contributors and donors (comprising serving and retired members of the Corps of RNZE, through automatic allotments/payments) towards the RNZE CT, IPENZ (Manawatu Branch), Auckland Sapper Officers’ Mess, visitors to the ECMC and others.