

TASMAN BAYS HERITAGE TRUST

SIX MONTHLY REPORT

1 July to 30 December 2020

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Kia ora koutou

Tasman Bays Heritage Trust is proud to present our six-month report to our joint shareholders Tasman District Council and Nelson City Council, and looks forward to your feedback at the next meeting of the Joint Committee.

THE IMPACT OF COVID-19

As with all other organisations in the region and around New Zealand, the Nelson Provincial Museum had its operations significantly disrupted by the impact of the global COVID-19 pandemic. The Museum was closed under Levels 3 & 4 and reopened 18th May 2020 under Level 2 protocols. The expectation at this time was of subsequent lock-downs and highly curtailed domestic tourism. Accordingly, we set out to ‘make ends meet’ and reduced our visitation and income targets accordingly.

In order to present a break-even budget in our 2020/21 Statement of Intent, we therefore reduced expenditure. Key to these savings were holding two staff vacancies open and reducing the exhibition budget and other operating expenses.

Fortunately, at time of writing New Zealand museums have escaped the worst of the impacts that museums overseas have experienced. We had expected a drop in visitation of around 35% at Nelson Provincial Museum and accordingly set a target of 35,000 across all venues (excluding the Education target of 5,500). While our numbers have certainly been reduced, visitation is only down around 20% in the six-month period from 1 July – 31 December 2020 thanks to high domestic tourism and better than expected local visitation. Visitor numbers sit at 22,068 for this period – a comfortable 63% of the forecast with the high January visitation still to come.

There have also been economic impacts. The loss of international tourists has seen a drop off in retail sales and a shift in demand from tourist items towards homewares, requiring a strategic shift in sourcing stock. The financial impact of COVID-19 on other sectors has also impacted the Museum, with the loss of one regular sponsor and an impact on community grants available.

Canterbury Museum was fortunately able to proceed with hiring *Our Moon*, the exhibition we created in the previous year, despite expectations they would not. This earned the Museum \$30,000 in revenue. The Trust also received \$75,000 in donated assets and bequests.

Weighing up all these factors, as at 31 December 2020 the Museum is in a significantly better financial position than expected after the 2020 COVID-19 restrictions. Normal Museum staffing levels will resume in the third and fourth quarters, and end of year audit fees, collection and property valuations and other necessary IT upgrades will see us finishing the year with a modest surplus before revaluations and fair value adjustments.

ARCHIVES, RESEARCH AND COLLECTION (ARC) FACILITY

The key strategic aim of the Trust is to progress the capital works project to build a new Archives, Research and Collection (ARC) Facility to house the regional collection. As is widely accepted, the current Isel Park Research Facility is at the end of its useful life and a new purpose built facility is required to safely house Nelson Tasman's unique heritage collection for future generations.

We are grateful to NCC who have committed \$3million towards the project in their current LTP, and to TDC for (at time of writing) inclusion of a matching amount in their draft LTP. Once TDC funding is confirmed, the Trust will be able to approach other potential funding organisations and launch a public fundraising campaign.

OUR PEOPLE

As previously highlighted, two roles which became vacant just before lock-down were held open for six-months in order to proactively manage post-COVID finances. These roles have now been successfully filled with the new recruits starting in February. We look forward to welcoming Karen Gorsuch and Michael Davies to their roles as Curator Archives and Social History Collections Technician respectively. We are appreciative of a grant of \$25,000 from Ministry of Culture and Heritage / Te Papa National Services Te Paerangi to support this recruitment.

This period also saw Engagement Leader Natalie Gilberd resign and we wish her well in her new ventures. We were also sad to farewell educator John Campbell upon his retirement, but are delighted to welcome bi-lingual teacher Kelly O'Leary to the team as his replacement. We are also happy that John has continued his association with the Museum by supporting the Slice of Life education programme this term.

VISITOR EXPERIENCE

Our planned exhibition programme was impacted by the COVID-19 lockdown and level restrictions, forcing the cancellation or postponement of some scheduled exhibitions. However, the exhibition team responded with energy and flexibility, and admirably reworked the programme to fit the constraints.

Rugby: 150 Years On had been intended as a physical exhibition. During the uncertainty of lockdown, it was transformed to a digital exhibition. When levels were dropped sufficiently to enable reopening, the team reworked it yet again so that Nelson Tasman could mark the anniversary with a proper physical display at the Museum.

Through the Lens was a showcase of three local photographers known as Toru Collective. Their exhibition celebrated everyday life in our rohe and supported the regional message 'We Got This'. *Enigma* displayed local artist Sue Heydon's intriguing response to the invasive, yet useful, weed old man's beard, and its difficult legacy.

We were grateful to Auckland Museum for supplying the immersive digital experience *Tupaia*, telling the story of the eponymous Tahitian navigator who accompanied and, it is believed, guided Cook in his Pacific journey. A highlight of the exhibition has been working with Ngāti Kuia to tell the story of the relationship Tupaia had with Kurahaupō iwi, including being generously granted permission to share the treasured oriori (lament) they wrote to commemorate his passing. The third component of this most special exhibition was working with students from St Joseph's school, who curated their part of the exhibition with their own personal responses to Tupaia and his journey. This significant and ground-breaking exhibition was launched with a moving dawn ceremony attended by the famed navigator's descendants.

Slice of Life, about the world-famous Dunedin study (developed by the University of Otago Te Whare Wānanga o Ōtago and Tōitu Otago Settlers Museum), has proved an extremely popular summer show for our local audiences, offering an irresistible mix of nostalgia and ground-breaking social science.

Due to COVID-19 level restrictions and the unpredictability of organising public events, the number of our public events has been reduced compared to last year. However, we have hosted several lectures, including the Tohu Collective photographers speaking about their work, artist talks by Sue Heydon and an extremely well received series of sold-out holiday programmes. Senior Curator Photography Darryl Gallagher spoke at numerous venues in the community including Senior Net, Stoke Seniors, Trafalgar Probus Club and Rotary Club of Nelson, and both the CEO Lucinda Blackley-Jimson and Collections Leader Shae Trewin gave talks to Motueka and Nelson Historical Societies.

EDUCATION

Post-lockdown, teachers were very hesitant to take their classes outside of the safety of the school environment. Accordingly, our Educators adapted and concentrated on outreach programmes, taking the Museum to the schools. Our new 'Museum in a Box' programme was delivered to over 1,800 students, comprising 976 in Tasman and 835 in Nelson.

Despite COVID-19, we met and exceeded our annual Education target, with 5,925 students attending against a target of 5,500 in the 2020 calendar year (almost 8% up on target).

The Museum was delighted to support Waimea Intermediate School's book, 'Riding the Covid Wave' and the school's project to record their pandemic experiences for the future. CEO Lucinda Blackley-Jimson took pride in writing the foreword to this book and congratulated the curators of the future at the launch, which took place at Pic's Peanut Butter World.

COLLECTIONS

The Collections team have been focused on preparing the Collection for relocation to the new ARC facility. Despite being short-staffed, a great amount of work has been progressed.

Thirteen new acquisitions were made to the regional collection, including the portrait of eminent Nelsonian Edward Green painted by Gottfried Lindauer in 1875, most generously donated by the family of Karl Akers, grandson of Edward Green; Greg, Richard and Rebecca Thompson; and Sally, Wendy and Gillian Akers. Other acquisitions included a cable rocket launcher used by Nelson Harbour Board and the former Waimea Electric Power Board to launch cables over Tasman valleys, and three crocheted 'teddy bear dioramas' created during lockdown which included a scene depicting the Prime Minister Jacinda Ardern and Director General of Health Dr Ashley Bloomfield.

We are grateful for the loan of objects for our exhibitions from local organisations including Tasman Rugby Union, Nelson Rugby Football Club, Nelson College Old Boy's Association, the Cawthron Institute and Founders Heritage Park. In turn we loaned objects to NCC for display in Broadgreen House and Isel House, including pixie town figures by FN Jones and historic textiles.

Our Curatorial team answered over 237 hours of research enquiries, and delivered over 59 hours of professional expertise to Te Tauihu cultural and heritage organisations. Requests for photo orders remained strong with 106 orders, including requests by Te Papa for two dresses from the collection to be photographed for an upcoming publication.

We also gratefully acknowledge the ongoing support and work from our volunteers who contributed over 850 hours of service to the Museum Collections.

OUTREACH

Eight outreach programmes on differing topics were delivered throughout the rohe - from Motueka and Wakefield to Richmond and Nelson. We were pleased to be able to collaborate again with Willowbank Heritage Village in Wakefield by operating their photo booth for their Halloween event. We took 62 photos for visitors at the event. We also enjoyed being back at the Nelson A&P Show in November. More than 650 visitors came to see us over the weekend, sparking lots of great feedback and discussions.

RETAIL

It is once again a pleasure to support our local artists, makers and craftspeople, with 45% of our current suppliers based in Nelson Tasman.

We are extending our range of Taonga Māori in the Museum shop, including Pakohe (argillite) taonga by local artist Lewis Smith. We are also expanding our commercial offerings to appeal more to local buyers.

Work has been undertaken to strengthen our online retail offering, with software upgrades to link the physical and the digital shop. Despite the drop in overseas tourists, our biggest spending demographic, over \$30,000, was earned in shop income in this period.

IN ACKNOWLEDGEMENT

Special thanks to our joint shareholders Tasman District and Nelson City Councils, as well as to the individuals, organisations and groups who continue to support us. We gratefully acknowledge the support of the Ministry of Education through the Learning Experiences Outside the Classroom (LEOTC) fund.

We are thankful for all donations, grants and in-kind support we have received to date this financial year. In particular we would like to acknowledge our in-kind supporters Bowater Hyundai, Nelson Pine and Auckland Museum, and Tasman District Council for their financial support of 'Ablaze: the 2019 Tasman Fires'.

STRATEGIC GOALS - PROGRESS 1ST JUNE – 30TH DECEMBER 2020

Strategic goal	Achieved through	Measured by (KPI)	Activity 01.07. - 31.12.2020	Status
1. To plan for and commence a capital works project which will safely and appropriately house and care for the Nelson Tasman regional Heritage Collection	<ul style="list-style-type: none"> - Robust planning, budgeting and project management 	<ul style="list-style-type: none"> - Project plan including timeline and refined budget completed by 30 June 2021 	ARC Sub-committee formed and meets bi-monthly, progressing project plan to meet target date of 30 June 2021.	WIP
	<ul style="list-style-type: none"> - Identifying, canvassing and securing funding sources 	<ul style="list-style-type: none"> - 30% of funding secured by 30 June 2021 	<ul style="list-style-type: none"> • \$820K from capital reserves used on land purchase (7.26%) • \$45K Rata funding for 2017 feasibility study (.39%) • NCC funding of \$3million secured in LTP (26.57%) 	Achieved 34% of total funding secured, including 7.65% from non-Council sources

	- Securing support of both Councils	- Financial support of both Councils confirmed by 30 June 2021	<ul style="list-style-type: none"> • NCC funding of \$3million secured in LTP • TDC funding of \$3million included in draft LTP 	Achieved (NCC) Achieved to date (TDC)
2. To be a highly valued visitor destination, educational facility and cultural tourism attraction	- Implement actions to attract traditionally under-represented visitor groups	- Collaborate with local iwi on at least one exhibition or event every year	Content developed with Kurahaupō / Ngāti Kuia to complement Tupaia learning experience (opened Oct 20 2020)	Achieved
		- Implement at least one new digital accessibility initiative by 30 June 2021	Public access kiosk to be installed at Museum to offer on-site Collections Online browsing	WIP
		- Deliver at least one public programme event targeted at rangatahi youth by 30 June 2021	Tupaia youth programmes scheduled for February 2021	WIP

	- Better understand our local audience, including non-visitors	- Undertake further visitor demographic research by 30 June 2021	Surveys scheduled for Feb/March 2021 to align with Museums Aotearoa national survey, and for June school holidays 2021	WIP
	- Consolidating and attaining visitation targets	- Achieve target visitation of 35,000 across all venues (excluding education) by 30 June 2021	Visitation from 1 st July – 31 Dec: 22,069 (63% of target) including outreach and IseI researchers, and excluding Education	Achieved to date
		- Achieve annual Ministry of Education visitation target of 5,500 (including remote learning)	Total 5,925 for 2020 (7.7% above annual target)	Achieved

	<ul style="list-style-type: none"> - Provide a high quality customer service and visitor experience 	<ul style="list-style-type: none"> - Twice yearly customer surveys with rating at least 85% satisfaction 	<p>Onsite digital survey results (<i>in progress</i>):</p> <ul style="list-style-type: none"> • Nov-Dec 2020 (<i>Slice of Life & Tupaia</i>) <ul style="list-style-type: none"> ○ 92% of visitors either “satisfied” or “extremely satisfied” 	<p>Achieved to date</p>
	<ul style="list-style-type: none"> - Provide a high quality educational service 	<ul style="list-style-type: none"> - Teacher evaluation satisfaction levels at least 90% 	<p>Term 3 2020: 96% satisfaction Term 4 2020: 94% satisfaction</p>	<p>Achieved to date</p>
	<ul style="list-style-type: none"> - Provide a destination retail experience profiling local Nelson Tasman makers 	<ul style="list-style-type: none"> - At least 30% of stock sourced from Nelson Tasman artisans 	<p>Currently 45% Local Suppliers</p>	<p>Achieved to date</p>

	- A refreshed and up to date Regional Gallery experience to engage tourist and local audiences	- Consultation with mana whenua and other community stakeholders by 30 June 2021	Initial planning hui scheduled in January 21	WIP
		- Concept design complete by 30 December 2021	To be developed following consultation	WIP
		- First stage of redevelopment completed by 30 June 2022	To be progressed following stages 1 & 2 (above)	WIP
3. To actively support and collaborate with iwi and Nelson Tasman cultural heritage organisations	- Providing content and support for Tasman district museums	- Provide 100 hours of expertise or resources to district museums by 30 June 2021	59 hours of professional expertise provided to Te Taihu cultural organisations, including 22.5 hours in Tasman and 7.5 specifically to Tasman district museums <i>Ablaze: Tasman Fires 2019</i> exhibition developed to tour to Wakefield, Brightwater, Murchison, Appleby and Motueka in third quarter	WIP

	<ul style="list-style-type: none"> - Providing advice, guidance and mentoring to smaller galleries, libraries, archives and museums within Nelson Tasman 	<ul style="list-style-type: none"> - Coordinate one National Digital Forum (NDF) workshop (or similar) by 30 June 2021 	In development for May 2021	WIP
		<ul style="list-style-type: none"> - Organise two regional hui (possibly digital) with associated workshop on a topic requested by district museums by 30 June 2021 	Two regional museum hui held, one via zoom and one in Golden Bay, the latter with a workshop on audience research and text development	Achieved
	<ul style="list-style-type: none"> - Collaborating with other Nelson Tasman institutions and organisations 	<ul style="list-style-type: none"> - Collaborate with NCC Library to digitise Nelson Evening Mail from 1937 to 1945 for online access through Papers Past completed by 30 June 2021. 	Project funded and complete for this period	Achieved

		<ul style="list-style-type: none"> - Host one remote wiki-edit-a-thon on a mutually agreed topic with another Nelson Tasman organisation by 30 June 2021. 	Confirmed for Heritage Month 2021 with Tasman District Libraries	WIP
		<ul style="list-style-type: none"> - Participate in one collaborative project with an iwi or Nelson Tasman heritage organisation by 30 June 2021. 	Tūpuna (identification of ancestor and whānau portraits) event planned for Waitangi weekend at Te Hora Marae	WIP

<p>4.</p> <p>To continue to develop and provide appropriate care for a strong Collection which is valued by, and relevant and accessible to, Nelson Tasman communities</p>	<ul style="list-style-type: none"> - Actively collecting objects that are strongly related to the history and cultural story of Nelson Tasman 	<ul style="list-style-type: none"> - Collect at least two examples of contemporary local taonga by 30 June 2021. 	<p>Te Tai Ao Komiti approval received to proceed with purchase of taonga</p>	<p>WIP</p>
		<ul style="list-style-type: none"> - Collect at least 30 significant items related to the 2019 Tasman Fires and the 2020 Covid-19 pandemic by 30 June 2021. 	<ul style="list-style-type: none"> • Five Accessioned and three unaccessioned COVID-19 related objects, with over twenty COVID items pending. • One Tasman Fires related object • Over 50 Tasman Fires images crowd-sourced from community 	<p>WIP</p>
	<ul style="list-style-type: none"> - Identifying objects that do not fit our Collections policy 	<ul style="list-style-type: none"> - Pilot a rationalisation project on domestic technology collection by 30 June 2021. 	<p>Scheduled for fourth quarter</p>	<p>WIP</p>

	<ul style="list-style-type: none"> - Provide access for our visitors to connect with and study the physical Collection 	<ul style="list-style-type: none"> - Provide collection material for ten outreach programmes by 30 June 2021. 	Eight outreach programmes delivered in this period, ranging from Motueka, Wakefield and Richmond to Nelson	WIP
		<ul style="list-style-type: none"> - Four finding aids/research guides published on the Museum's website relating to significant collection holdings by 30 June 2021 	Scheduled for third quarter	WIP
		<ul style="list-style-type: none"> - Undertake survey to understand what researchers need from and value in an archives and research facility by 30 June 2021 	Currently scoping with providers	WIP

	- Prepare collection for relocation	- Inventory of furniture collection by 30 June 2021	Scheduled for fourth quarter pending arrival of newly appointed staff member	WIP
	- Provide digital access to collection records	- 5000 new records available online by 30 June 2021	4,551 new records added making a total of 158,408 records available online	WIP
5. To improve our sustainability performance.	- Embed the sustainability improvement programme	- Review of the improvement programme by 30 June 2021 - Annual review of effectiveness of improvement measures	Sustainability report presented and recommendations accepted	Achieved
	- Implement actions to improve sustainability performance	- At least two sustainability initiatives implemented by 30 June 2021	<ul style="list-style-type: none"> External Energy Audit commissioned from EMSOL for FY 2021/22 Invested in paint cleaning system to prevent water contamination 	Achieved

STATEMENT OF COMPREHENSIVE INCOME
For the Period 1 July – 31 December 2020

	Actual	Budget	Actual
	2020	2020	2019
Revenue	1,181,528	1,014,748	1,101,918
Less Direct Costs	627,188	673,234	850,050
Gross Profit	554,340	341,514	251,868
Less Expenses	152,845	179,646	150,602
Operating Profit	401,495	161,868	101,266
Less Depreciation	163,115	184,434	168,256
Net Surplus / (Deficit) for Period	238,380	(22,566)	(66,690)

Revenue Increase on Budget attributed to

Donated asset	\$60,000	
LEOV bequest	<u>\$15,000</u>	
Non trading additional income		\$75,000
Return to Level 1 Covid		
(additional unbudgeted income)		
'OUR MOON' touring Canterbury Museum	\$39,000	
Admissions, Sales, Lease income	<u>\$52,000</u>	
Trading additional income		\$91,000
Total additional revenue		\$166,000

Cost Savings on budget

Staffing,	\$38,000	
Depreciation	\$21,000	
Cost savings	\$13,000	
Timing of costs	\$22,000	
		\$94,000
Variance on budget		\$260,000

STATEMENT OF FINANCIAL POSITION
For the Period 1 July - 31 December 2020

	2020	2019
<u>Assets</u>		
Cash & Bank	291,718	12,626
Debtors	7,120	538,499
Term Deposit	160,000	160,000
Prepayments	10,636	30,952
Stock on Hand	17,580	23,367
Non Current Assets	20,345,098	20,599,985
Total Assets	20,832,152	21,365,429
<u>Liabilities</u>		
Bank overdraft (revolve credit facility)	-	120,020
Creditors	43,954	96,824
GST	(12,973)	55,992
Grant/Income Received in Advance	3,432	462,144
Accruals – Annual Leave & Wages	72,508	47,993
Term Liabilities	1,154,963	1,284,591
Total Liabilities	1,261,884	2,067,564
Net Assets	19,570,268	19,297,865
<u>Equity</u>		
Retained Earnings	19,331,888	19,364,855
Current Year Earnings	238,380	(66,990)
Total Equity	19,570,268	19,297,865

Notation:

Dec 19 Debtors and Grants Received in Advance are the Council Operating Grants Invoiced for the 3rd Quarter.

STATEMENT OF CASH FLOWS
For the Period 1 July – 31 December 2020

Cash Flows from Operating Activities

Council Operating Grants	934,202
Contracts	41,095
Interest Received	1,928
Receipts from Other Revenue	207,157
Payments to Suppliers & Employees	(804,907)
Interest Paid	(40)
Goods and Services Tax (Net)	(5,349)
Net Cash from Operating Activities	374,086

Cash Flows from Investing Activities

Maturing/Sale of Investments	160,000
Purchase of Property, Plant and Equipment	(67,513)
Purchase of Investments	(160,000)
Net Cash from Investing Activities	(67,513)

Cash Flows from Financing Activities

Repayment Bank Overdraft (Revolve Credit Facility)	(25,050)
Net Cash from Financing Activities	(25,050)

Net Increase (Decrease) in Cash	281,523
Opening Cash Balance at 1 July 2020	10,195
Closing Cash Balance at 31 December 2020	291,718