

## MONITORING REPORT FOR PERIOD ENDED 30 SEPTEMBER 2005

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### 1 Overview

This has been a busy winter period for the Trust as it marked the 10<sup>th</sup> Anniversary, with high visitation at the City Gallery Wellington, the Cable Car Museum extension and restoration project continued on schedule, Capital E's programmes proved very popular and the first Peer Review has been completed at the Museum of Wellington City & Sea.

The Trust has commenced the data collection, with the publication of Council and Museum 2005 Annual Reports, for the bench marking review that will be undertaken in November.

#### **At the Museum of Wellington City & Sea:**

- The museums first Peer Review was undertaken by Ken Gorbey (International Museum Consultant) and Gisella Carr. The review was undertaken as part of the Trust's policy to review its major institutions on a three yearly basis. Positive feedback was received and new opportunities were presented for consideration.
- The Trust's suggested options for the future management of the Plimmer's Ark restoration project have been presented to Council Officers' for their consideration. The Trust manages this project on behalf of Council.
- The upgrade of the volunteer and staff facilities to an acceptable standard at the Ngauranga Collection store were completed in September.
- The exhibition, "A Shepherd and his Ships" paintings by Frank Barnes a 20<sup>th</sup> century maritime painter has proved popular with the local community.
- "Telling Tales", C20th history of Wellington has lifted repeat visitation to the museum.
- The museum has continued to broaden its community links and is now host organization for the Wellington area History and Geography teachers group.

- A new LEOTC (learning experiences outside the classroom) programme was introduced to handle larger school groups.
- In July the Director, Paul Thompson attended the prestigious international Getty Leadership Institute in Los Angeles.
- An agreement has been completed with Te Papa to co-produce the museum's International Festival exhibition, an exhibition that has been curated by one of the museum's senior staff. This exhibition will be toured by Te Papa nationally and internationally.
- Due to financial constraints the earlier planned summer exhibition will not proceed with the "Shepherd and his ships" running for a longer season.

### **At the City Gallery Wellington:**

- There has been strong visitation for the winter season with numbers exceeding target. These have slowed somewhat as the exhibition which was developed in partnership with Te Papa draws to a close.
- A new exhibition showing the work of the late Wellington artist, Jane Poutney opened to very positive reviews and feedback from the public.
- There were packed houses for the "Designer Speak" lunch time lecture series in the City Gallery lecture theatre.
- The City Gallery Wellington Gallery Hirschfeld Gallery contributions to Wellington events and festivals included: Jo Torr "Tupia's Paintbox" for WOW and Shanti Devi for the Wellington Diwali Festival. Shanti Devi provides a unique opportunity for audiences to see art in process and a different cultural artistic expression.
- City Gallery Wellington voted best public gallery in Capital Times awards.

### **At Capital E:**

- Capital E produced Excessive Accessories as a supplement to the World of Wearable Art Festival, establishing a strong support base for a week-long involvement in 2006
- The Mayor has launched this year's Artsplash at the opening of Capital E's Artsplash temporary exhibition.
- The PlayGround playspace (a new initiative to replace the retail outlet) at Capital E has received wonderful feedback from the Wellington public, and attracted over 1500 people in its first two months, this follows the retailer terminating their occupancy arrangements with the Trust. For personal reasons they had wished to sell the business

however due to the uncertainty surrounding the Music School proposal it was not possible for the Trust to give a potential purchaser of the business an occupancy agreement that was acceptable. This rental income has now been lost to Capital E and new costs are being incurred to programme the space.

- Over 3,000 children attend the recent September school holiday programmes and events at Capital E.
- Planning for a holiday play themed Christmas at Capital E (signature event) has been finalised, with a full January programme back in place for the first time in four years.
- Capital E's National Theatre for Children continues with its New Zealand Tour with sell out seasons. The tour is supported by Creative New Zealand and Pub Charity.
- Confirmation has been received that the theatre company will make its international debut in October 2006 having been invited to perform their festival work "Hinepau" at the Sydney Opera House and the Arts Centre in Melbourne. This tour will be supported by CNZ.

#### **At the Cable Car Museum:**

- Work has continued on the extension and the building will be completed by early November with the official opening being on 5th December, the museum's fifth birthday.
- The restoration and conservation of the historic Grip Car 3 has been completed and the car safely returned to Wellington and placed in the museum. The *Close Up* TV programme presented a 5min plus feature on the project on 12 October. The fit out of the museum will take place in November.
- The fit out includes major coverage of the precinct featuring the Botanic Garden. It was a requirement when the original museum was built that the museum would also be a "signpost" to the precinct and the other attractions. Due to limited space it has not been possible to fulfil this expectation in any meaningful way. This has now been resolved with the new upper gallery featuring this information well as being our place to host tour and school groups and our new audio visual display area.
- Visitor numbers to the museum are below the same period last year and we believe this reflects the softening in the international visitor market that has occurred in the last few months since the Lions Tour. There could also be some impact with the improvements taking place and part of the museum being out of commission. It is hoped to redress this shortfall when the extended museum opens in early December with a higher level of interest and visitation by locals.

### **At the Colonial Cottage Museum:**

- We have restructured our operation to focus on the published opening hours of, weekends 12 noon to 4pm and the summer season of daily opening from Boxing Day to Easter. This will mean that we will accommodate less groups in the short term however in the longer term we will review how best to accommodate such groups outside normal operating hours. We plan next year to bring a stronger focus to linking with local organisations to promote activities in the Visitor Centre that will focus on local visitors. The Cable Car Museum Manager will also have responsibility for the Cottage.

### **At the Cricket Museum:**

- The display featuring the “Origins of Cricket” was completed in August and research is continuing for the display featuring the 1970s and 1980s.
- Visitation is quieter at this time of the year however the recently developed resource and programme for school children is now starting to attract visitation from schools.
- Full funding has now been secured to fully fund the museum’s current business plan. (The WMT has a management arrangement with the NZ Cricket Museum Trust and contracts services to them. Funding does not impact on the WMT accounts.)

## **2. Financial Performance**

### *(a) Operating Performance*

An operating surplus of \$60,000 for the quarter to 30<sup>th</sup> September 2005 compares to a budgeted surplus of \$80,000

This result reflects the majority of the operating areas of the Trust achieving budgets. The variances are mainly timing.

### *(b) Balance Sheet*

The major movements in the Balance Sheet during the quarter reflects:

1. Increase in the funds on hand for the quarter reflects the funding pattern from the Wellington City Council (6 month bulk funding grant received July 2005)
2. Increase in Short Term Funding WCC this reflects the spread of the grant to each accounting period.

### *(c) Capital Expenditure*

Final expenditure on the ground floor exhibition replacement at the Museum of Wellington City & Sea, Office alteration at Tyers Rd, and Cable car Museum extension payments are reflected within the capital expenditure during the quarter.

(d) *Cash Flow Performance*

During the September 2005 quarter the major cash flows were:

1. Normal operating activities – outflow \$1,014,000
2. Payments of \$95,000 for Asset purchases.

*Cash Flow Forecast*

The Trust has budgeted to achieve a cash position of \$47,000 surplus by the end of the fiscal year as result of small positive cash flow of \$45,000 for the year.

### 3 Contingent Liabilities

The Trust is unaware of any contingent liabilities as at 30 September 2005

### 4 Council Purchase Related KPIs

#### 2005 – 2006 Key Performance Indicators – Macro Measures

Measure	Frequency of measure	Target 2005/06	Target YTD	Actual YTD
<i>Non-financial</i>				
Attendance Targets				
- City Gallery	Quarterly	130,000	32,500	50,079
- Capital E	Quarterly	85,000	29,490	32,072
- City and Sea	Quarterly	85,000	19,182	18,241
- Plimmers Ark	Quarterly	100,000	22,500	18,930
- Colonial Cottage	Quarterly	4,000	650	989
- Cable Car Museum	Quarterly	220,000	44,000	41,235
- NZ Cricket Museum	Quarterly	3,000	500	508
<i>Financial</i>				
Subsidy per Customer (a)	Quarterly	\$8.71	\$9.31	\$8.55
Average retail income per customer (b)	Quarterly	\$1.29	\$1.21	\$0.85

#### Explanatory notes to KPIs

- a) Subsidy per visitor includes both WCC operational and rental subsidy
- b) Average retail spend per visitor includes only City Gallery, Museum of Wellington City & Sea (excluding Plimmers Ark visitors) and Cable Car Museum.

## Efficiency: Financial Data

Financial Data (\$000)	Actual	Budget	Actual	Budget	Approved
<b>Financial Performance</b>	<b>Q1</b>	<b>Q1</b>	<b>YTD</b>	<b>YTD</b>	<b>FY</b>
Income	1,831	1,887	1,831	1,887	7,188
Expenditure	1,772	1,807	1,772	1,807	7,293
Surplus/(deficit)	60	80	60	80	(105)
<b>Financial Position</b>					
Current assets	(1,508)	-	(1,508)	-	386
Non Current assets	3,290	-	3,290	-	3,288
Museum Collection	2,177	-	2,177	-	2,153
Current liabilities	1,485	-	1,485	-	550
Non current liabilities	406	-	406	-	387
Equity	5,083	-	5,083	-	4,891
Current ratio	1.02:1	-	1.02:1	-	1:0.70
<b>Cash Flows</b>					
Operating	1,012	-	1,012	-	325
Investing	(95)	-	(95)	-	(230)
Financing	(16)	-	(16)	-	(50)
Net	901	-	901	-	45
Closing balance	1,064	-	1,064	-	47

## 5 Risk Management

The Trust has no known specific risks at this point in time.

Other risks remain and are linked to revenue generation through admissions or not achieving sponsorship or donation targets.

W A Brien  
Chair