

# ANNUAL REPORT OF TASMAN BAYS HERITAGE TRUST

1 JULY 2019 - 30 JUNE 2020





YOU GOT WHAT YOU WANTED!

IS NOT SUBJECT TO NATIONAL APPROPRIATION BY ANY MEANS OF SOVEREIGNTY, BY MEANS OF USE OF OCCUPATION, OR BY ANY OTHER MEANS."

THE PRESIDENT'S CLAIM A HERO FOR LUNAR PROPERTY

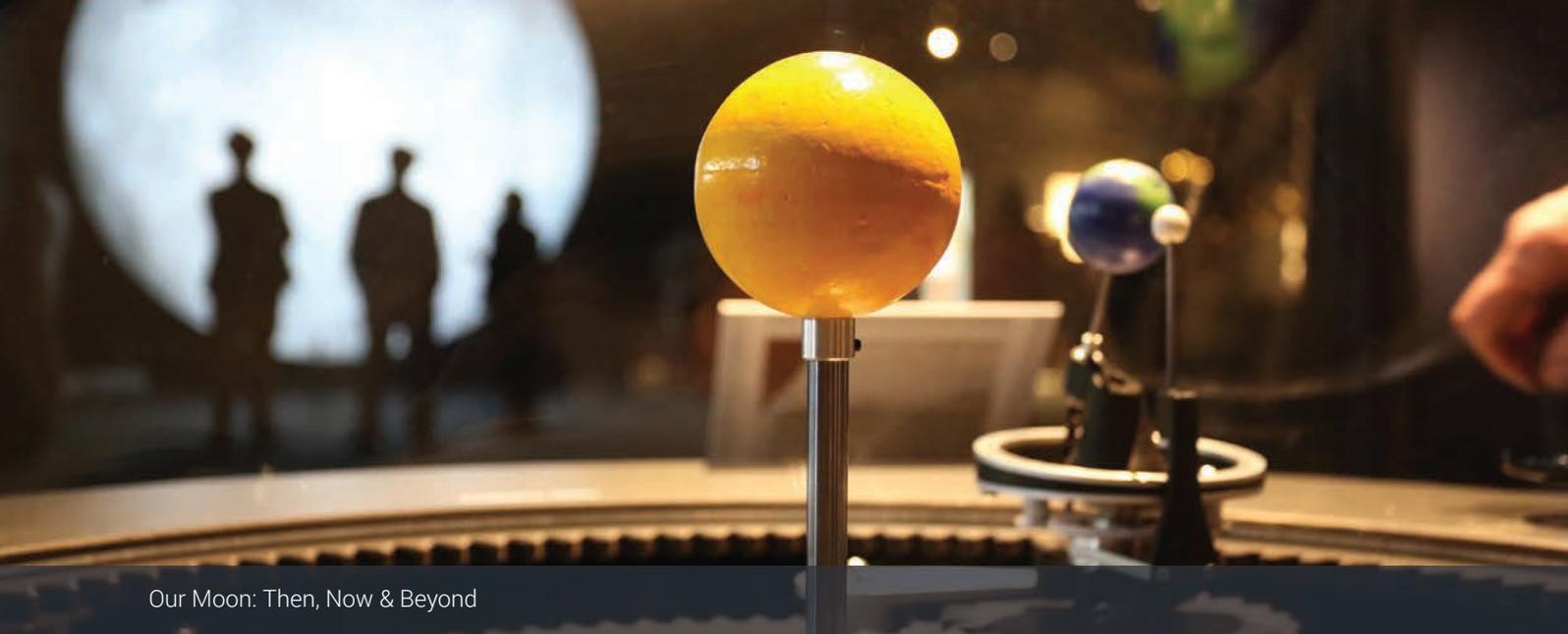
WHO OWNS THE MOON?

NELSON'S SLICE OF THE MOON

BEAUTIFUL, BEAUTIFUL, MAGNIFICENT, DESOLATION

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Our Moon: Then, Now & Beyond



**Olivia Hall**

Tasman Bays Heritage Trust Chair

Kei ngā mana, kei ngā reo  
Kei ngā rangatira huri noa i te motu  
Tēnā koutou, tēnā koutou, tēnā koutou katoa

On behalf of the Tasman Bays Heritage Trust Board, the Te Tai Ao Komiti, and the Nelson Provincial Museum staff, we are proud to present the Tasman Bays Heritage Trust 2019-20 Annual Report.

## OVERVIEW



**Lucinda Blackley-Jimson**

Chief Executive

As has been the case for many organisations, 2020 has been a mixed year. On the one hand we celebrated many successes, including the lauded self-produced 'Our Moon' exhibition, and hosting the culturally significant 'Kura Pounamu' display. However, the Museum was also closed for a period of eight weeks due to the Covid-19 pandemic and has consequently experienced a drop in visitation numbers and associated revenue. We are grateful to Tasman District and Nelson City councils for their continued funding, which enables the Museum to maintain operations and provide important educational, cultural, digital and research services to our region's residents over these difficult times and into the future.

*“We love visiting the Museum.  
The children are always inspired  
and intrigued by the exhibitions.”*

*Visitor's comment*



Isel Park Research Facility

## ARCHIVES, RESEARCH AND COLLECTIONS FACILITY

The Isel Park Research Facility building is at the end of its functional life. For the Trust to continue to provide adequate care for the Regional Heritage Collection, including the UNESCO inscribed Tyree Photographic Studio Collection, a new facility is required. The progression of the proposed Archives, Research and Collections (ARC) Facility is the top strategic priority for the Trust. This year saw the formation of the ARC Project Committee, consisting of Trustees Derek Shaw, Olivia Hall and Brendon Silcock, together with John Hambleton and Ian MacLennan, who bring a wealth of experience from their work with the Suter Art Gallery re-build and many other projects. We are grateful for their commitment and the skills they bring to the project.



Artist's impression of the new ARC facility

1995-2014

Reports identify critical issues.

2017

Feasibility Study, Budget and Business Case.

2018

Joint Shareholders Committee working group, comprised of NCC & TDC representatives, identified Church St. as optimum location.

2018

NCC commits \$3 million to fund the capital project in its LTP. TDC extends its support for the redevelopment in its LTP and commits to revisit the request for capital funding.

2019

Peer review by Hays & Associates identifies budget savings.

2019

Church Street site purchased with pre-approval from both councils.

2020

ARC Project Sub-Committee established to provide project governance.

2020

Isel Park Research Facility air handling system estimated to reach end of expected life.\*

2025

Isel Park Research Facility building estimated to reach end of expected life.\*

\* Telfer Young, Valuation Assessment, 2018



Some of the Museum staff and volunteers

**over  
1,700**  
Volunteer hours  
donated

## OUR PEOPLE

July 2019 saw the return of CEO Lucinda Blackley-Jimson from maternity leave. The Board thanks Olivia Hall for the outstanding contribution she made to the role during her five-month tenure as Interim CEO and is pleased to welcome her back as Board Chair. During Olivia’s absence from the Board, Emma Thompson stepped up and took on the role as Chair, ably leading and guiding the organisation forward.

The Trust and staff also acknowledge the significant contribution made by Liz Richards, who retired as a Trustee in October after serving for ten years on the Board. This year saw the appointment of new Trustee Brendon Silcock. Brendon’s governance experience covers both not-for-profit and commercial organisations. His 25-year career has been predominantly in infrastructure construction and maintenance, delivering complex and multi-disciplinary projects. Brendon is currently the Chair for Habitat for Humanity Nelson, and is a member of the New Zealand Institute of Directors.

In other staff movements, we welcomed new Graphic Designer Maria Ivanova to the Experience team, who has brought extensive experience from overseas institutions such as the Russian Hermitage Museum. Ryan Winter has taken on

a permanent position in our Front of House after he concluded his two-year work placement as Collection Inventory Assistant. We were also delighted to extend the hours for Kaitiaki Taonga Māori Hamuera Robb (Ngāti Kuia and Ngāti Koata) from two to four days per week, supporting the vital mahi undertaken in this role.

The Museum sadly said goodbye to Curator Archives Helen Pannett after eleven years of sterling service, and to Social History Curator Moya Montgomery, who had joined the Museum in 2018. Visitor Host Jules Findlay also retired after greeting visitors for thirteen years, and graphic designers Matt Frost and Sarah Jones departed after making a significant and long-standing contribution to the Museum (Matt for over ten years). They will all be missed, and we wish them well on their new endeavors.

The Trust is extremely grateful to the ongoing work of our volunteers, who make so much of our work possible. Volunteer work totalled more than 1,700 hours this year, across Collections, Front of House and Events. If all the volunteer hours were billed at a rate of \$22 per hour, it would equate to over \$37,700 in economic value. We sincerely thank them for their valuable contribution.

## VISITOR EXPERIENCE

2019-20 was a rich period of exhibitions for the Museum. The financial year opened with the popular display 'Wildlife Photographer of the Year' from the Natural History Museum in London, partnered with another environmental exhibition 'Buller's Birds – the Art of Keulemans and Buchanan' from Te Papa. Together these natural history exhibitions offered strong curriculum links to our schools and a visual appreciation of the fragility and importance of our natural world.

Nelson Provincial Museum was honoured to host 'Kura Pounamu: Our Treasured Stone', on loan from Te Papa and Te Rūnanga o Ngāi Tahu from August to November 2019. This stunning presentation of taonga pounamu from around Aotearoa is unparalleled in its breadth and scholarship. We were honoured to host the exhibition after its return from touring France and China, especially as some of the pounamu originated in Te Tau Ihu. The exhibition was welcomed, supported and farewelled by mana whenua iwi, and was underpinned by an in-depth programme of expert speakers from te ao Māori, including Dougal Austin, Frank Wells, Lewis Smith, Fayne Robinson and this Museum's Kaitiaki Taonga Māori, Hamuera Robb. The recorded karanga that played at the entrance to the exhibition was performed by expert Kaikaranga Ngawhakaara (Te Āti Awa, Ngāti Rarua, Ngāti Tama, Ngāti Koata, Ngāti Kuia) from Te Āwhina Marae in Motueka.

Our Education team delivered Kura Pounamu programmes to all bilingual classes in Nelson and Motueka as well as Te Kura Kaupapa Māori Tuia Te Matangi. The education programme was embedded in a Māori world view and delivered bilingually (te reo Māori and English) to tamariki and rangatahi. Te reo and tikanga Māori were naturally integrated into the programme for all school visits (including mainstream). A number of adult groups were also hosted including a kaumātua group from Wairau, Whakatū marae and Te Piki Oranga.

The second major exhibition of the year was 'Our Moon: Then, Now & Beyond', the most ambitious exhibition the Museum has self-curated to date. 'Our Moon' was a family-friendly exhibition featuring not only extraordinary objects (such



Family enjoys 'Moonlit Reading'



Harakeke weaving workshop

as a moon rock) and numerous interactives, but an enormous scale moon replica by British artist Luke Jerram. The exhibition was developed with significant support from the community, including the Cawthron Institute, which loaned the Atkinson Cooke telescope, the Nelson Royal Society Astronomy Chapter and Duncan Steel (who contributed subject matter expertise), Nelson Cathedral for the temporary use of the church for installation tests, and the Ministry of Inspiration's support with holiday programmes. This exhibition was very popular with visitors of all ages, as evidenced by an exit survey satisfaction rating of 4.6 out of 5 stars. The exhibition also had strong word-of-mouth, with almost 1 in 4 visitors attending as a result of a recommendation from others.



Unfortunately, Covid-19 lockdown interrupted the run of 'Our Moon', but we were able to extend its display until mid-June to allow local visitors an extended opportunity to see it. Despite lockdown, 'Our Moon' has stood out as one of our most successful exhibitions yet, with visitor numbers comparing well against the popular 'National Geographic' and 'Bugs' exhibitions of recent years.

A rich and varied events programme involved a number of local partners, including Elma Turner Library, Tasman-based educational charity Ministry of Inspiration, and Summer Movies al Fresco amongst others, and ranged from yoga to science lectures, and children's art to immersive music and silent reading. The education programme for 'Our Moon' exhibition was enhanced through the inclusion of Māori perspectives on te marama (the moon), including mihi (welcoming processes), pūrākau (legends), and maramataka (Māori calendar). These elements were included in both on-site delivery and digital platforms.

After the exhibition closed in June 2020, it started its tour to Canterbury Museum, the first of several museums around the country who have expressed interest in hiring it. We are appreciative of the Experience team's skill level and hard work, which enabled the production of such a successful exhibition.

Our 2019-20 Events programme was the largest and most diverse that the Museum has delivered, with 39 events attended by over 1,200 visitors,

the vast majority free of charge. The Museum is pleased to contribute to the vibrancy of the community by providing life-long learning and experiential opportunities to all residents of Nelson Tasman.

Visitation this year sits at just over 54,500 to the Museum in Trafalgar Street, with 228 researchers visiting Isel throughout the year and a further 400-odd people attending off-site talks, events and programmes. When all of the students going through our education programmes are added, this makes a total visitation of 60,429 for the FY against a target of 64,000. The drop in visitation can be directly attributed to the eight-week lockdown.

*“The whole museum is beautifully arranged. I particularly like the personal angles in the permanent collection. Telling individuals’ stories is a wonderful way to bring the past alive.”* Visitor's comment

# Explore the Collection

The Nelson Provincial Museum's collection is an extensive record of the region's social history and New Zealand's development. It forms a unique and detailed continuous documentation of the region.

Over 150,000 items are accessible through the online collection. The collection includes photography from the 1860s to the present, maps and architectural plans, books and publications, archives and general social history items.

Collections Online upgrade has greatly improved the user experience.

## DIGITAL DELIVERY

During the Covid-19 lockdown, the Museum pivoted towards digital delivery and staff focused on providing remote access to the collection and exhibitions. Staff upskilled and learnt to produce their own videos, and we were proud to provide content ranging from creative workshops for children to advice on how to protect your objects at home.

The Museum had planned to commemorate the 150th anniversary of New Zealand's first official game of rugby held right here in Nelson with a physical exhibition. The lockdown necessitated a shift in direction and 'Rugby: 150 Years On' became the Museum's first digitally delivered exhibition. This was quickly followed by 'Everything was Noise & Movement – the Murchison earthquake'. This latter exhibition was originally curated as a physical exhibition for Murchison Museum in 2019 to mark the event's 90th anniversary, and it was digitised to enable this important Tasman story to be shared widely.

During lockdown, the Education team picked up the challenge to deliver learning resources digitally for students who could not visit the Museum. We developed and delivered an online kete (collection) of activities for teachers to use as either a class activity or for individual learning. These included 'Te Ao Māori', 'Pūrākau and Stories', 'Lunar Science' and 'Our Moon Fun Facts'.



A major achievement for the Collections team has been a significant upgrade to our Collections Online software, enabling a major improvement to the digital user experience. Browsing capability has been enhanced, and greater access to biographical data enabled. More than 153,000 object/archive records are now available online, including more than 3,500 biographies.



Digital content broadened access to the Museum during lockdown

*“This is fantastic! A neat way to share exhibitions around the country.”* Visitor's comment



**35,000**

**Collection Online  
records updated**



## COLLECTIONS

Inventorying and preparing the Collection for relocation to the new ARC facility is a key piece of work for the Collections team. This also enables objects to be correctly identified, catalogued and made searchable online.

This year more than 3,000 records were inventoried, including taonga Māori, social history, archives, manuscripts, books, publications, natural history, archaeology and foreign ethnology collections.

Almost 150 new acquisitions were added to the Regional Heritage Collection, including:

- colour slides taken from around Nelson between 1958 and 1961 by local photographer Eric Russ, filling an important gap in the photographic collection;
- the archive of Albert F A L Jones, internationally-awarded Nelson astronomer, and;
- a face shield made by TM Covers during the Level-4 lockdown, the first object collected by the Museum under our collecting contemporary programme for the Covid-19 pandemic.

We were pleased to facilitate object loans for our exhibition programme, allowing Nelson Tasman residents to view objects that would not otherwise

be available. This included a moon rock borrowed from Te Papa, garments from World of Wearable Art, the Cooke Atkinson telescope from the Cawthron Institute and significant taonga pakohe from Ngāti Kuia. We also gratefully received loans from Nelson College Old Boys' Association, Nelson College, Nelson Rugby Football Club and Tasman Rugby Union for our 'Rugby 150 Years On' exhibition, with images supplied from Shattersport Nelson.

Curatorial work this year included devoting more than 500 hours to answering research enquiries, delivering six talks, five displays and more than 180 hours of professional outreach to the Tasman district museums and other local cultural heritage institutions. Almost 35,000 Collection Online records were updated, while more than 1100 new records were added. We once again partnered with the Nelson Public Libraries and Nelson Historical Society to scan and digitise 'The Nelson Evening Mail' from 1931 to 1937, which is now publicly accessible on Papers Past.

Orders of images from our Collections have continued, with almost 600 requests received. We waived fees for 61 of these requests for charitable organisations and local researchers.

## TAONGA MĀORI

This year a series of Māori weapons (Berry Collection) were connected to well-known portraits taken by F N Jones. Among those featured were people such as Te Hoera Te Ruruku (Ngāti Koata), Te Wera Te Kotua (Ngāti Koata/Ngāti Toa), Te Ahu Waihaere Hippolite (Ngāti Kuia, Ngāti Koata), Riria Swainson (Ngāti Raukawa) and many more. The carved weapons were made by Mr Wilkie, a Pākehā carver, as part of his fundraising efforts for the troops during WW1. The weapons were used as props in F N Jones portraits, Tū Kai Taua.

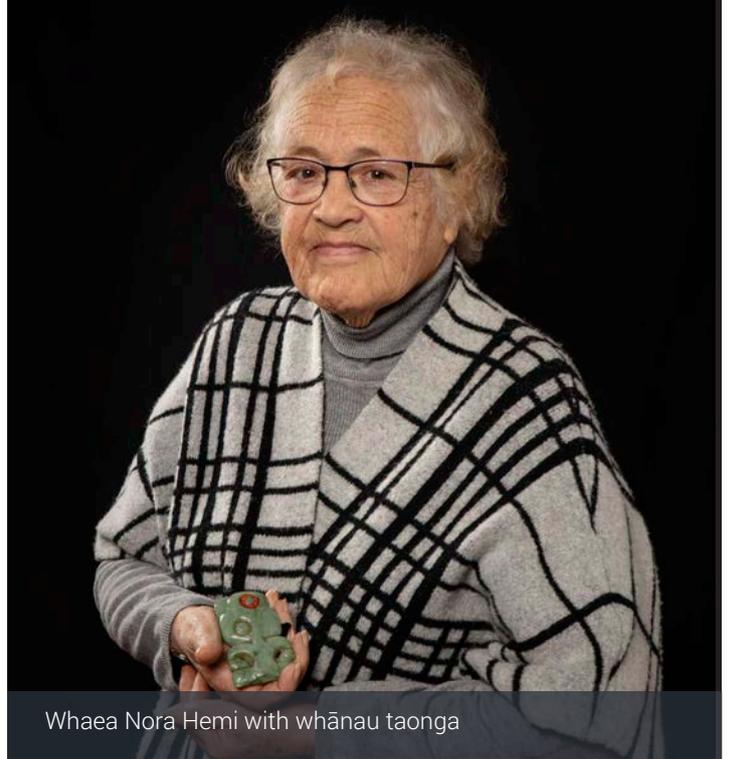
Taonga brought into the Collection included:

- two toki pakohe (argillite adzes) donated by the Webby family, including a distinctive hogback toki recovered from Marahau in 1873, with strong provenance and technical significance, and;
- a toki pakohe, donated by the Shaw whanau, found around the 1940s in the Golden Bay region. This adze is a fine example of Te Tau Ihu craftsmanship.

Research inquiries and image requests for Māori portraits and sketches have continued strongly throughout the year, and we are grateful for the guidance of the mana whenua iwi representatives of Te Tai Ao Komiti for the fulfillment of these requests.

A highlight of the year was the Tupuna Te Tau Ihu event, which gave local iwi access to images from the glass plate negative collection that depict local Māori. This warmly received collaborative hui led to the identification of a number of photographs and subsequent improvements of Museum Collection records.

Taonga pūoro (Māori musical instruments) hold a very special place with the Museum, as the Museum holds a significant collection from local artists including Richard Nunns and Brian Flintoff. A taonga pūoro practitioners' group, led by Bob Bickerton, has been established at the Museum, which holds monthly workshops throughout the year to foster the art of playing these taonga. The Museum group used pieces from the Flintoff



Whaea Nora Hemi with whānau taonga



Taonga pūoro by Brian Flintoff

Collections in Nelson's 2019 Matariki dawn ceremony, with the call-response echoing from the Museum to Pikimai (Cathedral Hill). It is important that these instruments are played frequently to keep them warm and replenish their mauri.

*“I am learning te reo Māori me ngā tikanga and find any exhibition that celebrates Te Ao Māori extremely moving.”*

*Visitor's comment*



School holiday clay-making workshops



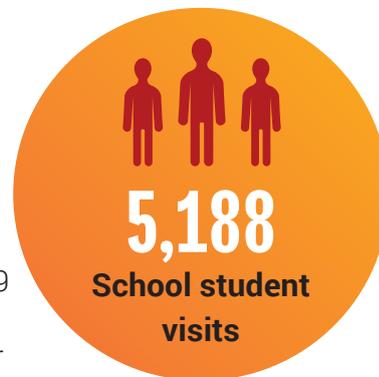
Our Moon exhibition captivated visitors of all ages

## EDUCATION

The Education visitation target for the year was 5,500. Unfortunately, the Covid-19 pandemic impacted significantly on numbers, with a final tally of just under 5,200 for the financial year (1 July 2019 – 30 June 2020), although the target was met for the 2019 education year (1 January to 30 December 2019). We are pleased that many postponed school bookings were able to be rescheduled.

In addition to the many and varied education programmes delivered for the children of Nelson Tasman from Years 1 to 13, the team is also increasingly being asked to provide professional development learning opportunities by the wider education sector. This has included a series of six workshops delivered as part of the Stoke/Tahunanui Kāhui Ako Community of Learning teacher-only days. A new marae-based initiative was trialled in support of Waimea Intermediate's cultural responsiveness goals, and was delivered off-site at Whakatū Marae. Programmes that were offered included harakeke, kōwhaiwhai and tukutuku. A total of 275 students attended and spent the night on the marae. Response to this initiative has been very positive, with hopes that this will be an annual collaboration.

Pleasingly, a new relationship has been established with Whenua Iti Outdoors and their Trades Academy students, who make regular bookings for students on the Manaaki Tāpoi (Cultural Tourism), Tourism Operations and Environment Science programmes.



These involve Years 12 and 13 students from across all secondary schools in the Nelson, Tasman, Marlborough and West Coast regions.

As in prior years, the educators continue to deliver programmes to schools who are unable to attend the Museum. This year our science Educator visited four Tasman schools to teach in their local wetlands, and worked with twelve classes on their environmental studies. We also developed and delivered the 'Museum in a Box' experience in a school setting - four junior syndicates from four schools took part in this programme.

*“What a fantastic, authentic, calm, interactive opportunity to educate our tamariki. Ngā mihi nui.”* Visitor's comment



Bowater Hyundai-sponsored van at Motueka Museum

## OUTREACH

A key strategic aim for the Trust is to deliver programmes outside our Museum doors and directly to the community, supporting the district museums in their mahi and increasing the reach of our resources throughout Tasman.

It is an important part of our work to support other cultural organisations within Te Tau Ihu, and this year it has been a pleasure to provide professional assistance to:

- Motueka Museum in the organisation and installation/deinstallation of the touring Te Papa exhibition 'Buller's Birds';
- Installation of a selection of images from the 'He Hono Tangata e Kore e Motu' exhibition at Wakatū House;
- Collection assistance and textile inventory at Broadgreen House;
- 'Stepping Stones to Suffrage' and 'The Apple of my Eye' displays at Elma Turner and Richmond libraries;
- Collection rationalisation workshop at Founders Heritage Park;
- Repatriation Hui / Bone Identification workshop for the region at Iseel Research Facility;
- Advice on object identification to Golden Bay Museum;

- Loans of museum equipment to Hokitika Museum;
- Appo Hocton exhibit provided for New Zealand China Week at the Trafalgar Centre;
- Supply of printed photographs to Murchison Museum to support their display at the 100th Murchison A&P Show, and;
- Workshop on copyright by Tohatoha Aotearoa Commons presented to regional museums, iwi, council record managers and library staff at the Richmond Library.

In addition, it has been a pleasure to present a range of expert talks and workshops on a variety of subjects at Richmond Library, Golden Bay Museum, the Waimea Ladies Club, the Suter Art Gallery, Nelson Girls College, and Stoke Seniors Club.

Unfortunately, due to the pandemic, a number of planned projects had to be cancelled or postponed, including the installation of 'A Century of Saying Cheese' at Golden Bay Museum (cancelled), a display at Willowbank Apple Fair (postponed), and a display on the Year of the Nurse scheduled for both Elma Turner and Richmond Libraries (postponed).

Two Regional Museum hui were held this year. The first, held in September, included a presentation by the Collections Leader on Creative Commons and open access to digital collections. The second, hosted by the Murchison Museum shortly before lockdown, included a presentation on disaster preparedness by two of our curators.



Brook-Waimarama Sanctuary CEO Ru Collin and Lucinda Blackley-Jimson renew the MOU between the two organisations.

## PARTNERSHIPS

In addition to the partnerships already mentioned, the Museum has partnered with Nelson Public and Tasman District Libraries to bring the community 'Life in the Bubble' - a web-based platform created for Nelson Tasman residents to submit their stories/experience(s) of the Covid-19 pandemic. Operating under a Memorandum of Understanding (MOU), this significant collaborative project enables rapid response collecting across the region, recording local experiences and preserving them for future generations.

A MOU has also been signed with Make/Shift Spaces, facilitating the Museum to support community installations around the Nelson city centre with photographic images and interpretation. Two displays have been delivered on vacant shopfronts in 165 Bridge St. and 256 Trafalgar St. respectively, with content provided for another five upcoming displays.

The Museum was also pleased to renew its MOU with Brook Waimārama Sanctuary. We look forward to further rich and valuable collaborative work on our displays, events, and natural history education programmes.

We have also enjoyed working with Nelson Historical Society under our existing MOU and have supplied them with a number of images for talks and publications this year.

## INFRASTRUCTURE

Critical components of the Museum's Trafalgar Street site's air-conditioning units and the associated Building Management System software have become obsolete. A five-year CAPEX replacement programme has been approved in principle by the Board, with work scheduled through until 2022.

Storage capacity and system software issues have been identified with the Museum's digital server. These could impact on digitisation and operational needs. Solutions including cloud-based storage and a shift to web-based file management systems are currently being explored.

In addition to the already mentioned Isel Park Research Facility issues, ongoing issues with the photographic Cool Store required significant work and expenditure to resolve this year, and we are grateful for the assistance received from Best and West in resolving these long-standing issues. The new plant equipment will be able to be relocated and re-used within the new ARC Facility.



Hamuera Robb, Kaitiaki Taonga Māori, at the Isel Park Research Facility



Nelson Provincial Museum shop

## SUSTAINABILITY

The Trust is committed to sustainability, as we believe it is our responsibility to demonstrate good organisational citizenship, community leadership, best practice sustainability and to contribute to addressing the pressing global challenges of climate change.

Following analysis of our carbon footprint, we are planning a programme of continual improvements designed to reduce our carbon emissions, increase our generation and use of renewable energy, reduce our demand for and use of resources and reduce our generation of solid waste. A staff Sustainability Committee has been formed that meets monthly to identify areas for improvement and to workshop solutions.

Small improvements have already been introduced including an online form for the Image Order Service, which has replaced the paper-based system. The successful introduction of Zoom and Microsoft Teams during the Covid-19 lockdown has also reduced staff travel within Nelson and to other regions for meetings or regional support. We have also requested from a number of our shop suppliers that they make use of reusable or recyclable materials in their packaging.

## FINANCIAL

We are pleased to finish the FY with a loss of \$35,478 against a budgeted loss of \$79,875. The

operating profit for the Trust, before the fair value adjustment as made for Council loans, is \$34,894.

This result is due to conservative spending in the second half of the FY (following a predicted overspend from the first six months) and significant expenditure reduction during the Covid-19 lockdown.

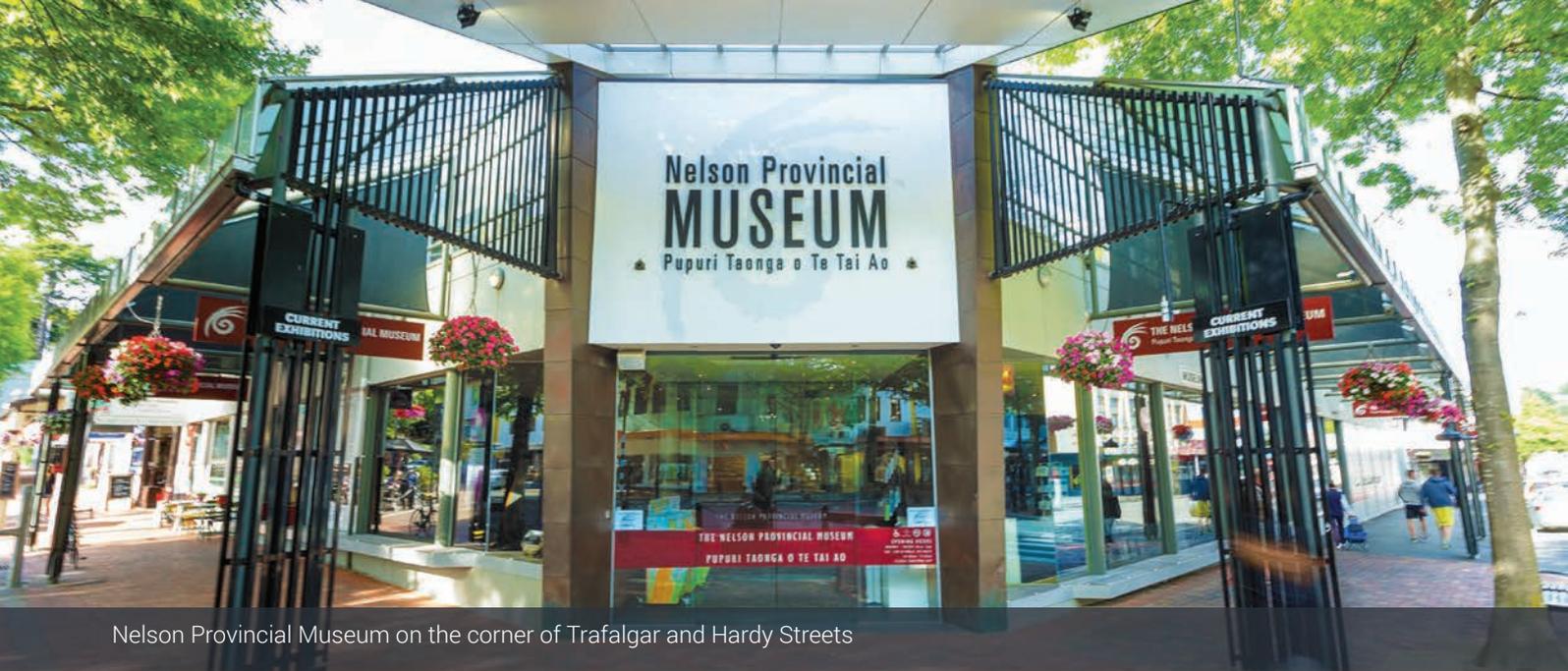
A recruitment freeze was implemented shortly before lockdown, and the ability to carry several staff vacancies enabled significant savings. Lower operating costs across the Museum during the lockdown has enabled the Trust to save funds of \$58,228 to capital reserves.

Given our SOI budget for the 2020-21FY estimates a drop in income of more than \$200,000, these reserves shore up the Museum's operational resilience and ability to weather the storm of future pandemic uncertainty.

## RETAIL

The retail space in the Museum has continued to grow its local supplier base with the addition of five new artisans and makers from the Nelson Tasman region, seeing more than 40% of our shop stock being sourced locally.

Our retail space is increasingly popular, with around 18% of our visitors making a retail purchase. Trading revenue of just over \$80,000 constitutes 4% of our overall income.



Nelson Provincial Museum on the corner of Trafalgar and Hardy Streets

## SPONSORS, GRANTS AND SUPPORTERS

The Trust is grateful for all the sponsorships, donations and grants received. We would like to thank The Cawthron Institute, Rātā Foundation and the Embassy of the United States of America for their contributions towards the production of the 'Our Moon' exhibition. National Services Te Paerangi supported the Museum with a \$2,000 Helping Hands grant to assist with replacing the humidifier in the Regional Gallery, and a travel grant for the Collections Leader to attend the Ngākahu National Repatriation Partnership hui in Hamilton. We are also very appreciative of the Community grant of \$3,500 from NCC, which enabled the projection of historic images on significant buildings around Nelson to commemorate the 150th anniversary of the first rugby game in New Zealand.

We are also extremely appreciative of the most generous support received from Bowater Hyundai who provided the Museum's van, Best and West who provided a supplemental cooling system for the photographic Cool Store, and to Nelson Pine, Nelson Aviation Services and Nelmac for their in-kind donations of museum fit-out materials. We thank Canterbury Museum for their generous donation of exhibition cases and to Tohu Wines for their support of our openings. We'd also like to thank MediaWorks, The Nelson Mail / Stuff and Phantom Billstickers who generously amplified our marketing reach.

*“What a fantastic and successful project!”*

- Lauren Murray,  
Embassy of the United States of America

25 November 2020

Olivia Hall, Tasman Bays Heritage Trust Chair

Lucinda Blackley-Jimson, Chief Executive

TASMAN BAYS HERITAGE TRUST  
FINANCIAL STATEMENTS AND  
PERFORMANCE INFORMATION

FOR THE YEAR ENDED  
30 JUNE 2020



TASMAN BAYS HERITAGE TRUST

**Legal Name**

Tasman Bays Heritage Trust (The Trust)

**Type of Entity and Legal Basis**

The Trust is incorporated in New Zealand under the Charitable Trusts Act 1957. The Trust is controlled by Nelson City Council and Tasman District Council and is a council-controlled organisation as defined in section 6 of the Local Government Act 2002.

**The Trust's Purpose or Mission**

The Trust's aim is to foster, promote and celebrate a sense of history and awareness of the importance of the Nelson and Tasman region's heritage and identity and the relationship of the Tangata Whenua as kaitiaki of taonga Māori within the rohe of Te Tau Ihu. We connect yesterday, today and tomorrow for the benefit of our visitors, our iwi and our communities, using our collections as the inspiration for our work.

**Structure of the Trust's Operations, including Governance Arrangements**

The Trust comprises of a Board of six Trustees who oversee the governance of the Trust, and a Chief Executive who is responsible for the day-to-day operations of the Trust and reporting to the Trustees. There are 23 Staff (14.5 FTE) and 13 volunteers who support the Chief Executive in delivering the Trust's objectives. The Trustees are appointed by the Appointments Committee which includes representatives from Nelson City Council, Tasman District Council and local Iwi.

**Main Sources of the Trusts Cash and Resources**

Operating grants received from Nelson City Council and Tasman District Council are the primary sources of funding to the Trust.

# Statement of Comprehensive Revenue and Expenses for the year ended 30 June 2020

## TASMAN BAYS HERITAGE TRUST

	Note	2020	Budget 2020	2019
<b>Revenue</b>				
Revenue from non-exchange transactions	3	1,978,071	1,948,158	1,931,013
Revenue from exchange transactions	3	209,099	233,101	283,192
		<u>2,187,170</u>	<u>2,181,259</u>	<u>2,214,205</u>
<b>Expenditure</b>				
Personnel costs	4	1,119,513	1,149,159	1,145,000
Depreciation and amortisation		333,129	369,563	357,479
Finance costs		2,264	14,200	1,489
Other costs	4	697,370	673,206	717,936
		<u>2,152,276</u>	<u>2,206,518</u>	<u>2,221,904</u>
<b>Net surplus/(deficit) from operating activities</b>		<b>34,894</b>	<b>(25,259)</b>	<b>(7,699)</b>
Fair value interest on council loan		(34,727)	(54,616)	(50,001)
Change in value of council loans		(35,645)		(260,306)
		<u>(70,372)</u>		<u>(310,307)</u>
<b>Total Other comprehensive revenue and expense</b>		<b>(70,372)</b>		<b>(310,307)</b>
<b>Total comprehensive revenue and expenses</b>		<b>(35,478)</b>	<b>(79,875)</b>	<b>(318,006)</b>

## Statement of Changes in Equity

For the year ended 30 June 2020

	Note	2020	2019
Opening balance		19,364,855	19,682,861
Net Surplus/(Deficit)		34,894	(7,699)
Other comprehensive revenue and expenses		(70,372)	(310,307)
		<u>19,329,377</u>	<u>19,364,855</u>
<b>Closing balance</b>	11 & 12	<b>19,329,377</b>	<b>19,364,855</b>

The accompanying notes form part of these financial statements.

## Statement of Financial Position as at 30 June 2020

### TASMAN BAYS HERITAGE TRUST

	Note	2020 \$	2019 \$
<b>Current assets</b>			
Cash and cash equivalents		10,195	11,310
Debtors and receivables from non-exchange transactions	5	6,025	22,181
Debtors and receivables from exchange transactions	5	23,108	53,345
Inventory		23,036	26,672
Other financial assets	6	160,000	271,927
		222,364	385,435
<b>Total current assets</b>			
<b>Non-current assets</b>			
Property, plant and equipment	7	20,440,701	20,693,941
		20,440,701	20,693,941
<b>Total non-current assets</b>			
<b>Total assets</b>		20,663,065	21,079,376
<b>Less liabilities</b>			
<b>Current liabilities</b>			
Payables and deferred revenue	8	82,255	67,531
Employee entitlements	9	71,420	96,710
Borrowings and other financial liabilities	10	225,050	465,689
		378,725	629,930
<b>Total current liabilities</b>			
<b>Non current liabilities</b>			
Borrowings and other financial liabilities	10	954,963	1,084,591
		954,963	1,084,591
<b>Total non current liabilities</b>			
<b>Total liabilities</b>		1,333,688	1,714,521
<b>Net assets (assets minus liabilities)</b>		<b>19,329,377</b>	<b>19,364,855</b>
<b>Equity</b>			
Revaluation reserve	11	4,945,300	4,945,300
Retained earnings	12	14,383,777	14,419,555
		19,329,377	19,364,855
<b>Total equity</b>		<b>19,329,377</b>	<b>19,364,855</b>

The accompanying notes form part of these financial statements.

## Statement of Cash Flows for the year ended 30 June 2020

### TASMAN BAYS HERITAGE TRUST

	2020	2019
<b>Cash flows from operating activities</b>		
<i>Receipts from non-exchange transactions</i>		
Council funding	1,823,845	1,794,734
Central government funding	112,176	90,313
Donations, grants, sponsorship and bequests	49,987	13,452
<i>Receipts from exchange transactions</i>		
Admission fees	47,530	112,596
Trading revenue	80,890	114,746
Lease and licence fees	65,182	41,580
Digital Image and other revenue	14,607	11,080
Interest	4,678	22,027
<i>Payments</i>		
Suppliers	(642,182)	(805,312)
Employees	(1,142,071)	(1,111,566)
Interest	(2,264)	(1,488)
GST(net)	(4,892)	4,686
	407,486	286,848
<i>Net Cash flows from operating activities</i>		
<b>Cash flows from investing activities</b>		
Receipts from sale of investments	271,927	409,165
Payments to acquire investments	(160,000)	(271,927)
Payments to acquire property, plant and equipment	(79,889)	(851,371)
	32,038	(714,133)
<i>Net Cash flows from investing activities</i>		
<b>Cash flows from financing activities</b>		
Proceeds from borrowing	25,050	265,689
Repayment of borrowings	(265,689)	
Repayment of loans	(200,000)	(200,000)
	(440,639)	65,689
<i>Net Cash flows from financing activities</i>		
Net (decrease)/increase in cash, cash equivalents	(1,115)	(361,596)
Cash, cash equivalents at the beginning of the year	11,310	372,906
Cash, cash equivalents at the end of the year	10,195	11,310

The accompanying notes form part of these financial statements.



## TASMAN BAYS HERITAGE TRUST

### 1 STATEMENT OF ACCOUNTING POLICIES

#### REPORTING ENTITY

These financial statements are for the reporting entity, Tasman Bays Heritage Trust ('the Trust').

The Trust has designated itself a public benefit entity (PBE) for the purposes of complying with generally accepted accounting practice.

The financial statements of the Trust are for the year ended 30 June 2020.

The financial statements were authorized for issue by the Trustees on 25 November 2020.

### 2 SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

#### a. BASIS OF PREPARATION

The financial statements have been prepared on the going concern basis, and the accounting policies have been applied consistently throughout the year.

##### Statement of compliance

The Trust is now required to prepare its financial statements in accordance with and comply with Tier 2 PBE Standards RDR (Reduced Disclosure Requirements).

This is on the basis that it does not have public accountability and it is not defined as large. The Trust has taken advantage of all applicable Reduced Disclosure Regime (RDR) concessions.

This will be the first year that the Trust has prepared financial statements under these standards as annual expenses exceeded \$2,000,000 in the two prior consecutive periods (2019 and 2018).

As a consequence, the Trust is required to prepare and present its opening statement of financial position under PBE Standards as at 1 July 2018, and prepare and present its statement of financial position, statement of comprehensive revenue and expense, statement of changes in net assets/equity and cash flow statement for the year ending 30 June 2020, including comparative amounts for the year ended 30 June 2019.

##### Presentation currency and rounding

The financial statements are presented in New Zealand dollars and all values are rounded to the nearest dollar.

No Standards issued and not yet effective have been early adopted.

##### Changes in accounting policy

Other than as noted below the accounting policies adopted in these financial statements are consistent with those of the previous reporting period.

Revenue and asset classifications have changed with the transition to Tier 2 reporting as shown in Note 23.

#### b. REVENUE

Revenue is recognised to the extent that it is probable that the economic benefit will flow to the Trust and revenue can be reliably measured. Revenue is measured when earned at the fair value of consideration received or receivable. The following specific recognition criteria must be met before revenue is recognised.

## REVENUE FROM NON-EXCHANGE TRANSACTIONS

### Local authority operating grants

Local authority operating grants are recognised as revenues when funding is received.

### Sponsorship, grants and donations

Sponsorship, grants and donations, including central government grants, are recognised as revenue when received. When there are conditions attached which require repayment of the grants and donations if they are not met, revenues are recognised when the conditions for their use are met. Where there are unfulfilled conditions attached to the revenue, the amount relating to the unfulfilled condition is recognised as liability and released to revenue as the conditions are fulfilled.

### Bequests

Bequests are recognised in the surplus/deficit upon receipt. Where contributions recognised as revenue during the reporting period were obtained on the restriction that they be expended in a particular manner or used over a particular period, and those restrictions were undischarged as at the reporting date, the amounts pertaining to those undischarged restrictions are transferred to trust and bequests reserve in equity and the nature of such restrictions are disclosed in the notes to the financial statements.

### Capital donation

Capital donations are recognised as non-exchange revenue when received.

## REVENUE FROM EXCHANGE TRANSACTIONS

### Trading revenue, admissions, digital image revenue and other revenues

Trading revenue, admissions, digital image service revenue and other operating revenues are recognised when services have been performed.

### Lease and license income

Revenue is recognised on a straight-line basis over the rental period. The Museum Cafe lease agreement is reviewed at renewal date. The Museum Cafe lease expired on 16 October 2019 and is in the process of being renewed. The Museum Car Park licenses commence on the commencement date and continue until terminated by either party giving one month's notice in writing to the other party.

### Interest income

Interest is recognised in the surplus/deficit as it accrues using the effective interest rate method.

#### c. Budget figures

The budget figures are from the Tasman Bays Heritage Trust Annual Plan that was approved by the Board at its meeting on 26 February 2019. Budget figures have been prepared in accordance with PBE IPSAS, using accounting policies that are consistent with those adopted by the Board in preparing these financial statements.

#### d. Offsetting of revenue and expenses

Revenue and expenses are not offset unless required or permitted by an accounting standard. Items of revenue and expenses are offset when offsetting reflects the substance of the transaction or other event. In addition, gains or losses arising from a group of similar transactions are reported in a net basis, unless items of gains or losses are material, in which case they are reported separately.

#### e. Income tax

The Trust has charitable status and accordingly no taxation expense or liability is recognised in the financial statements.

#### f. Goods and Services Tax (GST)

The financial statements have been prepared using GST exclusive figures with the exception of receivables and payables which have been shown inclusive of GST in the Statement of Financial Position.

#### g. Cash and cash equivalents

Cash and cash equivalents include cash on hand, cash in banks and short-term deposits with original maturities of three months or less that are readily convertible to known amount of cash and which are subject to an insignificant risk of changes in value.

**h. Debtors**

Debtors are recognised initially at fair value and subsequently measured at amortised cost using the effective interest method, less provision for impairment. A provision for impairment of debtors is established when there is objective evidence that the Trust will not be able to collect all receivables. The amount of the provision is the difference between the asset's carrying amount and the present value of estimated future cash flows, discounted at the effective interest rate. The provision, if any, is recognised in the surplus/deficit.

**i. Inventories**

Inventories are measured at the lower of cost and net realisable value.

**j. Financial instruments**

Financial instruments are transacted on a commercial basis to derive an interest yield/cost with terms and conditions having due regard to the nature of the transaction and the risks involved. All financial instruments are accounted for on a settlement basis. They are classified in one of the following categories at initial recognition: loans and receivables, financial assets and financial liabilities at fair value through comprehensive revenue, available-for-sale financial assets, held-to-maturity investments, and other financial liabilities.

**Loans and receivables**

Assets in this category are non-derivative financial assets with fixed determinable payments that are not quoted in an active market.

They include:

- cash and cash equivalents (refer to item g above)
- debtors (refer to item h above)
- accrued interest income (refer to item b above)
- GST refundable

**Available for sale financial assets**

Assets and liabilities in this category are those non-derivative financial assets that are designated as available for sale or are not classified as loans and receivables, held-to-maturity investments or financial assets at fair value through surplus or deficit. Assets in this category include investments in equity instruments. The fair value of these instruments are based on quoted market prices.

**Held-to-maturity investments**

Assets in this category are measured at amortised cost. The Trust has classified its bank term deposits and fixed term investments as held-to-maturity investments.

**Other financial liabilities**

This category includes all financial liabilities other than those at fair value through comprehensive revenue. Liabilities in this category are measured at amortised cost. They represent:

- liabilities for goods and services provided to the Trust prior to the end of the reporting period that are unpaid and arise when the Trust becomes obliged to make future payments. These amounts are unsecured.
- term loans with determinable repayment terms and interest rate. These loans are secured.

Other financial liabilities include:

- creditors
- employee entitlements (refer to item m below)
- grants received in advance (refer to item b above)
- Westpac revolve credit facility

**k. Borrowings**

Borrowings are initially recognized at their fair value plus transaction costs. After initial recognition all borrowings are Measured at fair value.

Borrowings are classified as current liabilities unless the Trust has an unconditional right to defer settlement of the liability for at least 12 months after balance date.

#### I. Property, plant and equipment.

Other than land, buildings and collection assets, all property, plant and equipment are stated at cost less accumulated depreciation and impairment. Cost includes expenditure that is directly attributable to the acquisition of the item. Repairs and maintenance are charged against surplus/deficit as incurred. Depreciation is calculated on a straight-line basis, except for land, so as to write off the net cost amount of each asset over its expected useful life to its estimated residual value. Land is not depreciated.

The Board reviews depreciation rates and adjusts them to more appropriately reflect the consumption of economic benefits. The depreciation rates applied are as follows:

	Years	Rate
Buildings	3 - 69	1.5% – 25%
Plant and Equipment	2 - 17	7% - 50%
Office Furniture and equipment	5 - 12	5% - 20%
Exhibition fit out	3 - 14	7% - 33.3%

When an item of property, plant and equipment is disposed of, any gain or loss is recognised in the surplus/deficit and is calculated as the difference between the net disposal proceeds and the carrying value of the item.

Donated assets are recognised upon receipt of the asset if the asset has a useful life of 12 months or more, and the current value of the asset is readily obtained and significant. Significant donated assets for which current values are not readily obtainable are not recognised.

Exhibits and collection assets are very long lived and the Trust endeavours to maintain them in perpetuity. The residual value of these assets remains high relative to their gross carrying value. Given these matters, depreciation is not applied on the grounds of materiality on the basis that depreciation, if any, is minimal. The Trustees review collection and exhibit assets each balance date and should any impairment be identified the write down is recognised immediately through the statement of comprehensive income and expenditure.

#### Revaluation

Land and buildings are revalued with sufficient regularity to ensure that their carrying amount does not differ materially from fair value and at least every three years by an independent valuer.

Any accumulated depreciation at the date of the revaluation is eliminated against the gross carrying amount of the asset and the net amount is restated to the revalued amount. If the asset's carrying amount is increased as a result of a revaluation, the increase is credited directly to equity under the heading revaluation reserve.

However, the increase is recognised in surplus/deficit to the extent that it reverses a revaluation decrease of the same asset previously recognised in profit or loss. Revalued assets are depreciated over the remaining useful life. On the subsequent sale or retirement of a revalued property, the attributable revaluation surplus remaining in the asset revaluation reserve, net of any related deferred taxes, is transferred directly to retained earnings.

#### Impairment of property, plant and equipment

The Trust does not hold any cash-generating assets. Assets are considered cash-generating where their primary objective is to generate a commercial return.

#### Non-cash generating assets

Value in use is determined using an approach based on either a depreciated replacement cost approach, restoration cost approach, or service units approach. The most appropriate approach used to measure value in use depends on the nature of impairment and availability of information.

If an asset's carrying amount exceeds its recoverable service amount, the asset is regarded as impaired and the carrying amount is written down to the recoverable amount. The total impairment loss is recognised in the surplus or deficit.

The reversal of an impairment loss is recognised in the surplus or deficit.

**m. Employee entitlements**

Provision is made for benefits accruing to employees in respect of salaries and wages, annual leave, alternate leave and lieu leave when it is probable that settlement will be required and they are capable of being measured reliably.

Provisions made in respect of employee benefits expected to be settled within 12 months, are measured at their nominal values using the remuneration rate expected to apply at the time of settlement.

**n. Leases**

Payments on operating lease agreements, where the lessor retains substantially the risk and rewards of ownership of an asset, are recognised as an expense on a straight-line basis over the lease term.

**o. Judgement and estimation uncertainty**

The preparation of financial statements of necessity involves judgement and estimation. The estimates and associated assumptions are based on historical experience and various other factors that are believed to be reasonable. Actual results may differ from these estimates. The key sources of estimation that have had the most significant effect on the amounts recognised in the financial statements are presented in Note 17.

**p. Critical estimates and uncertainty**

In preparing these financial statements, estimates and assumptions have been made concerning the future. These estimates and assumptions may differ from actual results. Estimates and assumptions are continually evaluated and are based on historical experience and other factors, including expectations of future events that are believed to be reasonable under the circumstances.

	2020 \$	Budget \$	2019 \$
<b>3 REVENUES AND OTHER REVENUE</b>			
<b>a Revenues from non-exchange transactions</b>			
Local authority operating grant	1,825,570	1,825,368	1,797,034
Central government funding	92,294	88,790	110,195
Donations, grants, sponsorship and bequests	60,207	34,000	23,784
	<b>1,978,071</b>	<b>1,948,158</b>	<b>1,931,013</b>
<b>b Revenues from exchange transactions</b>			
Trading revenue	80,890	90,000	104,414
Lease and licence revenue	61,394	65,270	34,210
Admissions	47,530	60,000	112,596
Digital Image and other income	14,607	12,831	11,080
	204,421	228,101	262,300
<b>c Other revenues from exchange transactions</b>			
Interest revenue	4,678	5,000	20,892
	<b>209,099</b>	<b>233,101</b>	<b>283,192</b>
<b>4 Costs</b>			
<b>a Personnel Costs</b>			
Wages and Salaries	1,042,212	1,102,713	1,109,266
Contractors	65,963	46,836	33,434
Increase/(decrease) in employee entitlements	11,338		2,300
	<b>1,119,513</b>	<b>1,149,159</b>	<b>1,145,000</b>
<b>b Other Costs</b>			
Audit fees for audit services	25,109	22,600	22,600
Exhibition costs	139,488	105,000	136,840
Marketing costs	28,780	30,000	35,855
Property costs	169,250	185,150	179,189
Trading costs	58,599	50,000	68,728
Other operating costs	276,144	280,456	274,724
	<b>697,370</b>	<b>673,206</b>	<b>717,936</b>

5		2020	2019
	<b>DEBTORS AND RECEIVABLES FROM EXCHANGE TRANSACTIONS</b>		
	Debtors	4,136	7,925
	Allowance for doubtful debts	-	-
		<b>4,136</b>	<b>7,925</b>
	Accrued revenue	-	2,732
	GST	7,625	2,733
	Prepayments	11,347	39,955
		<b>23,108</b>	<b>53,345</b>
	<b>DEBTORS AND RECEIVABLES FROM NON-EXCHANGE TRANSACTIONS</b>		
	Debtors	6,025	22,181
	Allowance for doubtful debts	-	-
		<b>6,025</b>	<b>22,181</b>
6	<b>OTHER FINANCIAL ASSETS</b>		
	<b>Held-to-maturity financial assets classified as current:</b>		
	Fixed term investments	<b>160,000</b>	<b>271,927</b>

**Fair value**

Fixed term investments

Fixed term investments are recognised at amortised cost.

7 PROPERTY, PLANT AND EQUIPMENT

	Land and Buildings	Plant and Equipment	Exhibition Fit-Out	Office Furn and Equipment	Exhibition and Collections	Total
<b>Cost</b>						
Balance at 1 July 2018	9,633,000	1,109,261	342,015	296,450	10,435,211	21,815,937
Additions	840,467	6,293	-	4,611	-	851,371
Disposals						-
Revaluation						-
Balance at 30 June 2019	10,473,467	1,115,554	342,015	301,061	10,435,211	22,667,308
Balance at 1 July 2019	10,473,467	1,115,554	342,015	301,061	10,435,211	22,667,308
Additions	56,490	22,183	-	1,216	-	79,889
Disposals						
Balance at 30 June 2020	10,529,957	1,137,737	342,015	302,277	10,435,211	22,747,197
<b>Depreciation</b>						
Balance at 1 July 2018	-	1,060,011	304,491	251,386	-	1,615,888
Charge for the year	293,078	25,885	25,348	13,168	-	357,479
Disposals						
Revaluation						
Balance at 30 June 2019	293,078	1,085,896	329,839	264,554	-	1,973,367
Balance at 1 July 2019	293,078	1,085,896	329,839	264,554	-	1,973,367
Charge for the year	299,891	17,718	5,275	10,245	-	333,129
Disposals						
Balance at 30 June 2020	592,969	1,103,614	335,114	274,799	-	2,306,496
<b>Carrying amounts</b>						
At 1 July 2018	9,633,000	49,250	37,524	45,064	10,435,211	20,200,049
At 30 June and 1 July 2019	10,180,389	29,658	12,176	36,507	10,435,211	20,693,941
At 30 June 2020	9,936,988	34,123	6,901	27,478	10,435,211	20,440,701

The most recent valuation of land and buildings was performed by an independent registered valuer, I McKeage FNZIV, FPINZ of TelferYoung (Nelson) Limited. The valuation is effective as at 30 June 2018.

Land at 270 Trafalgar Street Nelson is valued at fair value using the market comparison approach to compare sales of industrial and commercial land for the assessment of the land value. The analysis of land values has been compared on an area and depth table basis.

Land at Hilliard Street Stoke Nelson is valued at fair value using the market comparison approach to compare sales of residential, industrial and commercial land for the assessment of the land value. A base land value has been adopted to apply a lessee's interest factor reflecting the 4.5 year remaining lease term.

Buildings at 270 Trafalgar Street Nelson are valued at fair value using the depreciated replacement cost approach to establish the estimated current cost to reinstate the building, together with an allowance for indirect costs such as building costs and developers profit and fees, to provide a total replacement cost. An allowance for physical depreciation is then deducted based upon the age and remaining useful life of the buildings and fitout components. No optimisation has been applied as no surplus design or capacity. Land at Church St is at purchase cost.

Buildings at Hilliard Street Stoke Nelson are valued at fair value using the depreciated replacement cost approach to establish the estimated current cost to reinstate the building, together with an allowance for indirect costs such as building costs and developers profit and fees, to provide a total replacement cost. An allowance for physical depreciation is then deducted based upon the age and remaining useful life of the buildings and fitout components. Optimisation has been applied to exclude the western mezzanine from the valuation.

The Trust has not recognised collection assets donated where the value of the assets is not readily available.

The most recent collections market valuation of \$9,005,500 was performed by Dunbar Sloan in May 1999. The most recent collections insurance valuation of \$15,316,700 was performed by Dunbar Sloan in August 2015.

<b>8</b>	<b>PAYABLES AND DEFERRED REVENUE</b>	<b>2020</b>	<b>2019</b>
	Creditors	50,619	43,686
	Unused grants with conditions	1,245	1,245
	Other accrued expenses and payables	30,391	22,600
		<b>82,255</b>	<b>67,531</b>
<b>9</b>	<b>EMPLOYEE ENTITLEMENTS</b>		
	Salaries and wages	7,025	43,653
	Annual and other leave entitlements	64,395	53,057
		<b>71,420</b>	<b>96,710</b>
<b>10</b>	<b>BORROWINGS AND OTHER FINANCIAL LIABILITIES</b>		
	<b>Current</b>		
	Westpac revolve credit facility	25,050	265,689
	Council loans	200,000	200,000
		<b>225,050</b>	<b>465,689</b>
	<b>Non Current</b>		
	Council Loans	954,963	1,084,591

The Westpac revolve facility is for a maximum of \$600,000 for a term of three years and is interest only at 3.89% (2019:5.09%)  
The Facility is secured by an all existing and future securities (including guarantees).

#### Loans from Nelson City Council and Tasman District Council

The Trust's loan from Tasman District Council with a face value of \$625,000 (2019 - \$725,000) is issued at a nil interest rate. There are no loan covenants attached to the loan.

The Trust's loan from Nelson City Council with a face value of \$625,000 (2019 - \$725,000) is issued at a nil interest rate. There are no loan covenants attached to the loan.

The Trust has entered into a loan arrangement with the Nelson City Council and Tasman District Council for their respective loans.

The loan repayments have been reviewed with effect 1 July 2019 and the Trust will repay the amount of \$100,000 to each council at the end of each year until the loans are repaid in full. As the loans are at nil interest these are discounted to their fair value upon receipt.

#### Security

The loans from Nelson City Council and Tasman District Council are unsecured.

#### Fair Value interest on loans

The fair value of interest on council loans is \$34,727, based on an interest rate of 3.10% (2019: \$50,001 at 4.05%)

#### Fair values of non-current loans

The fair values of non-current loans are \$954,963 (2019 - \$1,084,591).

The fair values of the Council loans are based on cash flows discounted using a rate based on the borrowing rate of 3.10%. There has been a fair value adjustment this financial year of \$35,645 (2019: 260,306) based on the change in interest rates only in 2020, and change in both repayment terms and interest rate in 2019 (2019: 4.05%).(see note 17)

The carrying amounts of loans repayable within one year approximate their fair value.

11	<b>REVALUATION RESERVE</b>	<b>2020</b>	<b>2019</b>
	Opening balance	4,945,300	4,945,300
	Closing balance	<b>4,945,300</b>	<b>4,945,300</b>

Revaluation reserve represents net revaluation increments in value of land and buildings. The reserve is reduced by decrements in value of land and buildings to the extent of any credit balance existing in the asset revaluation reserve in respect of the same class of asset. The reserve is transferred directly to retained earnings upon disposal of the asset which the reserve relates to.

12	<b>RETAINED EARNINGS</b>	<b>2020</b>	<b>2019</b>
	Opening balance	14,419,555	14,737,561
	Deficit for the year	(32,969)	(318,006)
	Closing balance	<b>14,386,586</b>	<b>14,419,555</b>

13	<b>OPERATING LEASE COMMITMENTS</b>	<b>2020</b>	<b>2019</b>
	An operating commitment exists for non-cancellable leases:		
	No later than one year	15,052	14,346
	Later than one year and no later than five years	18,583	32,298
		<b>33,635</b>	<b>46,644</b>

#### 14 CAPITAL COMMITMENTS

There were no capital commitments at 30 June 2020 (2019 \$49,210)

#### 15 CONTINGENT LIABILITIES

There were no contingent liabilities at 30 June 2020 (2019: \$nil)

## 16 KEY SOURCES OF ESTIMATION UNCERTAINTY

The effect of estimation on these financial statements is greatest in assessing any impairment in property, plant and equipment. The Trust has assessed that there is no impairment of property, plant and equipment at the reporting date (2018: \$nil)

17	SIGNIFICANT VARIANCES TO BUDGET	2020	BUDGET	2019
	Lease and licence revenue	61,394	65,270	34,210
	Admissions	47,530	60,000	112,596
	Donations, grants, sponsorship and bequests	60,207	34,000	23,784
	Exhibition costs	139,488	105,000	136,840
	Fair value of council loans	35,645		260,306

Lease and licence revenue are up 80% against 2019 reflecting a full year of car park revenue (2019 only one month).

Admissions are down 58% on 2019 reflecting no charge policy for the Moon exhibition and the Trust being closed to the public from 23 March 2020 to 18 May 2020 due to Covid.

Donations, grants, sponsorships and bequests are up 153% as grant funding was obtained for the Moon exhibition

Exhibition costs are up 33% on budget due to the development of the Moon exhibition.

The change in fair value of council loans in 2020 of \$35,645 is due to a decrease in interest rate of 0.95% (from 4.05% to 3.10%). The change in fair value of council loans in 2019 is due to a decrease in interest rate of 0.45% (from 4.50% to 4.05%) or \$20,891 together with a change in repayment terms \$239,415, total \$260,306)

18	KEY MANAGEMENT PERSONNEL	2020	2019
	The key management personnel consist of the Board of Trustees, The Chief Executive and the Board Secretary.	182,671	201,471

19	TRUSTEE FEES	2020	2019
	Olivia Hall (Chair from 24 Sept 2019 to 30 June 2020)	11,425	
	Olivia Hall (Chair from 1 July 2019 to 17 Feb 2019)		9,265
	Emma Thompson (Interim Chair from 1 July 2019 to 23 Sept 2019)	11,076	
	Emma Thompson (Interim Chair from 18 Feb 2019 to 30 June 2019)		11,488
	Chris Bowater	9,902	9,718
	Liz Richards (resigned 12 November 2019)	3,663	9,718
	Brendon Silcock (appointed 27 May 2020)	950	
	Darren Mark	9,902	9,718
	Derek Shaw	9,902	9,718
	<b>Total Trustees' fees</b>	<b>56,820</b>	<b>59,625</b>

## 20 POST REPORTING DATE EVENTS

The Board and management are not aware of any other matters or circumstances since the end of the reporting period, not otherwise dealt with in these financial statements that have significantly or may significantly affect the operations of the Trust (2019: Nil).

## 21 RELATED PARTIES

The Trust was settled by Nelson City Council and Tasman District Council and receives a significant amount of operating grants from the Councils to deliver its objectives as specified in the Trust deed. Nelson City Council and Tasman District Council are the ultimate controlling parties of the Trust.

*The following non arms length transactions were carried out during the year:*

Nelson City Council contributed \$949,882 (2019 - \$935,674) and Tasman District Council contributed \$875,688 (2019 - \$859,360) towards the operating funding of the Trust.

*Other related party transactions*

In 2010, the Trust entered into a lease agreement with Tasman District Council. Tasman District Council pays the lease for Elms Street and the Trust pays for all other ongoing property expenses.

There were no material outstanding balances at balance date.

There were no other material related party transactions during the year

No provision has been required, nor any expense recognised for impairment of receivables from related parties (2019 \$nil).

*The following transactions are not arms length*

The Trust has a loan with Nelson City Council for a fair value of \$577,481 (2019 \$642,294).

The Trust has a loan with Tasman District Council for a fair value of \$577,482 (2019 \$642,294).

Refer to note 10 for additional details.

## 22 FINANCIAL INSTRUMENTS

The carrying value of financial assets and liabilities in each of the financial instrument categories are as follows:

<b>Loans and Receivables</b>	<b>2020</b>	<b>2019</b>
Cash and cash equivalents	10,195	11,310
Receivables	29,133	75,526
Other financial assets	160,000	271,927
	<u>199,328</u>	<u>358,763</u>
<b>Financial Liabilities at amortised cost</b>		
Payables and deferred revenue	79,746	67,531
<b>Total Financial Liabilities at amortised cost</b>	<u>79,746</u>	<u>67,531</u>
<b>Financial Liabilities measured at fair value through surplus/deficit</b>		
Borrowings	954,963	1,084,591
<b>Total Financial Liabilities measured at fair value through surplus/deficit</b>	<u>954,963</u>	<u>1,084,591</u>
<b>Movement in Council Loans</b>	<b>2020</b>	<b>2019</b>
Opening balance	1,284,591	1,174,284
Movement in fair value through surplus/deficit	70,372	310,307
Loan repayment	(200,000)	(200,000)
<b>Closing balance</b>	<u><b>1,154,963</b></u>	<u><b>1,284,591</b></u>

## 23 TRANSITION TO TIER 2 ACCOUNTING

The following 2019 comparatives for income, expense, asset and liability categories have been reclassified as set out below to comply with Tier 2 reporting requirements

<b>23a Revenue</b>	<b>Tier 2 2019</b>	<b>Reclassified (from)/to</b>	<b>Tier 3 2019</b>
<b>Sales and admissions</b>			
Admissions	112,596		112,596
Lease and licence revenue	34,210	34,210	
Trading revenue	104,414		104,414
Digital image and other income	11,080	748	10,332
<b>Other Revenue</b>			<b>227,342</b>
Donations, grants, sponsorship and bequests		(23,184)	23,184
Lease and licence revenue		(34,210)	34,210
Digital image and other income		(1,347)	1,347
<b>Revenue from exchange transactions</b>	<b>262,300</b>		<b>58,742</b>
<b>Revenue from Non-exchange transactions</b>			
Donations, grants, sponsorship and bequests	<b>23,784</b>	23,784	
	<b>Tier 2 2019</b>	<b>Reclassified (from)/to</b>	<b>Tier 3 2019</b>
<b>23b Costs</b>			
<b>Costs</b>			
Advertising and marketing costs		(35,855)	35,855
Cost of Sales		(60,870)	60,870
Employee related costs		(1,111,566)	1,111,566
Property costs		(179,189)	179,189
<b>Other expenses</b>			
Exhibition expenses		(136,840)	136,840
Audit fees for financial statements		(22,600)	22,600
Other		(316,017)	316,017
			<b>475,457</b>
<b>Personnel Costs</b>			
Wages and salaries	1,109,266	1,109,266	
Contractors	33,434	33,434	
Increase/decrease in leave entitlements	2,300	2,300	
	<b>1,145,000</b>		

23b Costs (continued)	Tier 2 2019	Reclassified (from)/to	Tier 3 2019
<b>Other Costs</b>			
Audit fees for audit services	22,600	22,600	
Exhibition costs	136,840	136,840	
Marketing costs	35,855	35,855	
Property costs	179,189	179,189	
Trading costs	68,278	68,728	
Other costs	274,724	274,274	
	<u>717,936</u>		
23c Financial Position	Tier 2 2019	Reclassified (from)/to	Tier 3 2019
<b>Debtors and prepayments</b>		(75,526)	75,526
<b>Debtors and receivables from non exchange transactions</b>	22,181	22,181	
<b>Debtors and receivables from exchange transactions</b>	53,345	53,345	
<b>Bank overdraft (revolve credit facility)</b>		(265,689)	265,689
<b>Creditors and accrued expenses</b>			
Creditors		(43,686)	43,686
Accrued expenses		(22,600)	22,600
			<u>66,286</u>
<b>Unused Grants with conditions</b>		(1,245)	1,245
<b>Loans</b>		(200,000)	200,000
<b>Payables and deferred revenue</b>			
Creditors	43,686	43,686	
Unused Grants with conditions	1,245	1,245	
Other accrued expenses and payables	22,600	22,600	
	<u>67,531</u>		
<b>Borrowings and other financial liabilities</b>			
Bank overdraft (revolve credit facility)	265,689		
Current portion council loans	200,000		
	<u>465,689</u>		

## 24 THE EFFECTS OF COVID 19

On 11 March 2020, the World Health Organisation declared the outbreak of Covid-19 a pandemic, and two weeks later the New Zealand Government declared a State of National Emergency. The country was in lockdown at Alert Level 4 from 26 March to 27 April, and then remained in lockdown at Alert Level 3 until 18 May. Lockdown was lifted with the move to Alert Level 2 on 9 June 2020.

During the lockdown period, the Trust closed its doors to the public and staff began working from home. After 9 June 2020, the Nelson Provincial Museum re-opened its doors to the public, and staff and volunteers came back on site. The following procedures were put in place as per Government guidelines: sign in procedures, social distancing stickers, plastic barrier at reception, COVID app notices, QR codes displayed, and easy access hand sanitisers.

The impact on our operations is reflected in these financial statements, based on the information available to the date these financial statements are signed. At this time, it is difficult to determine the full, ongoing effect of Covid-19 and therefore some material uncertainties remain. There could also be other matters that affect the Tasman Bay Heritage Trust in future, of which we are not yet aware.

We have also disclosed in the financial statements our significant assumptions and judgements regarding the future potential impacts that may have a material impact on the Trust. These uncertainties might have a material impact on the Institute in future.

The main impacts on the Trust's financial statements due to Covid-19 are explained below.

### **Council and Government funding**

Nelson City and Tasman District Councils, and the Ministry of Education have confirmed no change to the 2021 proposed funding. They also confirmed that they will not recover 2020 funding because of either non-achievement of Education Performance Indicators or under-delivery during the 2020 financial year. This provides the Tasman Bay Heritage Trust with certainty that it can continue to deliver its exhibitions and to the Nelson Tasman public despite disruption caused by Covid-19.

### **Admissions, sales and donations.**

Tourism numbers are expected to remain significantly down on previous years due to border closures and travel restrictions, and this has impacted significantly on our forecast visitation and revenue. We have accordingly revised our 2020/21 budget to 'make ends meet' and have reduced forecast expenditure accordingly to deliver a break-even budget (before the fair value interest charge on Council loans).

### **Valuation of land and buildings**

The level of property transactions had reduced during the Level 4 lockdown. Our property valuers, Telfer Young advised in May 2020 that the potential impact of COVID on their assessment of the change in fair value of our land and buildings since the 2018 valuation is 2.7% or \$269,000 decline from their pre-Covid assessment.

## 25 AUTHORISATION OF FINANCIAL STATEMENTS

The financial statements for the year ended 30 June 2020 (including comparatives) were approved by the Board of Trustees on 25 November 2020.

## PERFORMANCE INFORMATION FOR THE YEAR ENDED 30 JUNE 2020

### TASMAN BAYS HERITAGE TRUST

STRATEGIC GOAL	ACHIEVED THROUGH	Measured by (KPI)	ACTIVITIES TO MEET MEASURES	STATUS
<b>1.</b> To plan for and commence a capital works project which will safely and appropriately house and care for the Nelson Tasman regional Heritage Collection	Robust planning, budgeting and project management	<i>Project plan including timeline and budget completed by December 2019</i>	<ul style="list-style-type: none"> <li>Project Plan including timeline and budget presented to Councils in October 2017. Business case titled 'Tasman Bays Heritage Trust Nelson Provincial Museum The ARC: Archive Research Collections Facility' submitted to Councils in Aug 2018. This included an indicative budget and timeline</li> <li>A further budget refinement was submitted in April 2020 to Project Kōkiri as a shovel ready project for Council and Government consideration.</li> </ul>	<b>Achieved</b>
	Identifying, canvassing and securing funding sources	<i>Fundraising plan in place by December 2019</i>	<ul style="list-style-type: none"> <li>Fundraising plan titled 'Capital Campaign Fundraising Strategy' presented and adopted by the Board in July 2019.</li> </ul>	<b>Achieved</b>
	Identifying and securing a suitable location	<i>Location confirmed by July 2019</i>	<ul style="list-style-type: none"> <li>Church St site purchased with NCC and TDC approval in March 2019</li> </ul>	<b>Achieved</b>
	Securing support of key stakeholders and the community	<i>20% of funding secured by December 2020</i>	<ul style="list-style-type: none"> <li>26% funding secured in Nelson City Council Long Term Plan</li> <li>Church St site purchased by TBHT from capital reserves for \$820,000, equating to over 7% of total funding required</li> </ul>	<b>Achieved</b>
		<i>Financial support of both Stakeholders confirmed by end June 2021</i>	<ul style="list-style-type: none"> <li>NCC funding confirmed. Submissions made to TDC's LTP received positively and financial support was included in the draft LTP in August 2020. Final LDC LTP due March/April 2021.</li> </ul>	Due June 2021
		<i>Major contractors retained by March 2022</i>	<ul style="list-style-type: none"> <li>Pending confirmation of financial support of stakeholders, tenders will be requested from contractors.</li> </ul>	Due March 2022
		<i>Resourcing plan for relocation of Collection items developed by December 2019</i>	<ul style="list-style-type: none"> <li>Resourcing plan for relocation completed including estimates for storage furniture upgrades and replacements, object housing, packing materials, transport needs, equipment and staffing</li> </ul>	Achieved

## 2.

To be a must-see, visitor destination, educational facility and cultural tourism attraction

Breaking down visitation barriers

*Co-create an iwi led exhibition or event every year*

- Several iwi-led programmes were delivered alongside the 'Kura Pounamu' exhibition, including resident Māori practitioners in the gallery
- Tupuna Te Tau Ihu' image presentation of collection images depicting Māori facilitated in close consultation with local tangata whenua. 25 collection records were updated as an outcome of this collaborative hui.
- Ongoing monthly taonga pūoro workshops and public activations were held by a group of regular practitioners that include local iwi representatives.

**Achieved**

Consolidating and attaining visitation targets

*Enhance accessibility for, and engagement with, special needs and under-represented visitors*

- Continued collaboration with Blind Low Vision New Zealand to enhance the accessibility of the Museum's exhibitions, leading to the delivery of tailored tours to 'Kura Pounamu' and 'Our Moon: Then, Now & Beyond'.
- Staff training and social media support of New Zealand Sign Language week.
- Iwi-focused te reo Māori tours to 'Kura Pounamu' delivered by the Museum's Kaiawhina.
- The extended scope of 'Our Moon: Then, Now & Beyond' public programmes attracted a higher than usual number of new audiences (28% of visitors had not visited in the past year).
- The Museum increased its efforts to reach schools that are not able to visit due to financial or logistical constraints (for example Victory School) and new 'Museum-in-a-Box' programme was developed for this purpose.
- As a response to Covid-19 restrictions a digital learning platform was implemented, and content developed to enable remote / non-contact delivery of Museum programmes to formal learners and to assist in meeting Ministry of Education Learning Experiences Outside The Classroom (LEOTC) targets

**Achieved**

		<i>Achieve total target visitation of 64,000 across all venues by June 2020 (including Education)</i>	<ul style="list-style-type: none"> <li>• The impact of Covid-19 as set out in Note 23 resulted in final tally of 60,429 across all venues including education. The Museum was closed to the public for eight weeks, 23 March-18 May, due to Level 3 &amp; 4 lockdowns.</li> <li>• 54,621 of these were visitors to the museum 228 visitors to Isel Park</li> <li>• 392 Attendees to outreach events/talks</li> <li>• 5,188 education numbers</li> </ul>	<b>Not achieved due to Covid-19</b>
		<i>Achieve annual Ministry of Education (MoE) visitation target of 5,500</i>	<ul style="list-style-type: none"> <li>• Target exceeded for MoE reporting timeframe, which equates to the 2019 calendar year (6,134 students attended from 1.1.2019 – 31.12.2019)</li> <li>• 5,188 students attended in the 2019/20 FY (1 July 2019 – 30 June 2020)</li> </ul>	<b>Achieved</b>
	Provide a high quality customer service and visitor experience	<i>Twice yearly customer surveys with rating at least 85% satisfaction</i>	<p>87% average satisfaction rate across the following surveys:</p> <ul style="list-style-type: none"> <li>• Museums Aotearoa survey delivered in March achieved 80% satisfaction rate</li> <li>• Exit surveys for Kura Pounamu achieved 88% satisfaction rate</li> <li>• Exit survey for 'Our Moon' achieved 92% satisfaction rate</li> </ul>	<b>Achieved</b>
	Provide a high quality educational service	<i>LEOTC evaluation satisfaction levels at least 90%</i>	<p>Continued very strong satisfaction levels in post-visit survey:</p> <ul style="list-style-type: none"> <li>• 4.6. out of 5 stars rating (student interest)</li> <li>• 100% thought the Education team was 'prepared for and effective' and the programme met learning objectives</li> <li>• 95% of school survey respondents 'very likely' to visit again</li> </ul>	<b>Achieved</b>
		<i>LEOTC contract renewed</i>	<ul style="list-style-type: none"> <li>• The LEOTC contract was extended to December 2021 when the LEOTC programme will be concluded by Government</li> </ul>	<b>Achieved</b>

<b>2a. Refreshing the Regional Gallery experience</b>	A refreshed and up to date Regional Gallery experience	<i>Business case and concept description completed by December 2019</i>	<ul style="list-style-type: none"> <li>• Thorough assessment of current objects on display and conservation requirements completed</li> <li>• Gallery refresh framework development underway</li> <li>• Business case development underway</li> </ul>	<b>Achieved</b>
		<i>Concept development and an implementation plan complete by June 2020</i>	<p>TBHT has reviewed this project against funding priorities. As a result the scope has been reduced and the following revised timeline set out in the 2020-23 Statement of Intent:</p> <ul style="list-style-type: none"> <li>• Consultation with mana whenua and other community stakeholders by 30 June 2021</li> <li>• Concept design complete by 30 December 2021</li> <li>• First stage of redevelopment completed by 30 June 2020</li> </ul>	<b>Postponed due to Covid-19</b>
		<i>Funding strategy complete by June 2020</i>	<ul style="list-style-type: none"> <li>• Postponed until December 2021 due to Covid 19 as unable to consult with stakeholders, community and iwi.</li> </ul>	<b>Postponed due to Covid-19</b>
		<i>Development design complete by December 2020</i>	<ul style="list-style-type: none"> <li>• Postponed until consultation complete as above until December 2021</li> </ul>	<b>Postponed due to Covid-19</b>
		<i>Installation implemented by December 2022</i>	<ul style="list-style-type: none"> <li>• Postponed, as above new date for completion of first stage of redevelopment 30 June 2022</li> </ul>	<b>Postponed due to Covid-19</b>
<b>2b. To plan for a hands-on Children's Discovery Centre</b>	Plan for a hands-on Children's Discovery Centre	<i>Concept development / concept design complete by June 2021</i>	<ul style="list-style-type: none"> <li>• Deferred to align with wider capital works programme</li> </ul>	<b>Postponed</b>
		<i>Funding strategy in place by December 2021</i>	<ul style="list-style-type: none"> <li>• Deferred to align with wider capital works programme</li> </ul>	<b>Postponed</b>



### 3.

#### To actively support and collaborate with Nelson Tasman cultural heritage organisations

<p>Providing content and support for Tasman district museums</p>	<p><i>At least one exhibition toured to district museums annually</i></p>	<ul style="list-style-type: none"> <li>• Toured 'Trailblazers' suffrage 125 exhibition to Motueka Museum</li> <li>• Assisted and facilitated Te Papa to tour 'Buller's Birds' to Motueka Museum</li> <li>• Adapted 'Murchison Earthquake' exhibition curated for Murchison Museum in 2018/19FY for online delivery to facilitate remote access</li> <li>• 'Rugby 150' exhibition created in format for touring</li> <li>• 'A Century of Saying Cheese' prepared to install at Golden Bay, but cancelled due to Covid-19</li> </ul>	<p><b>Achieved</b></p>
<p>Providing advice, guidance and mentoring to smaller galleries, libraries, archives and museums within Nelson Tasman</p>	<p><i>Continue organising regional hui for Nelson Tasman regional museums and heritage organisations annually</i></p>	<ul style="list-style-type: none"> <li>• Organised regional hui hosted by Tasman District Libraries, Richmond on 6th September 2019 with talk on Creative Commons and Copyright</li> <li>• Co-ordinated regional hui hosted by Murchison Museum on 6th March 2020 with discussion on Disaster Preparedness</li> <li>• Hosted 2-day National Repatriation Project meeting and bone identification workshop at Ngāti Kuia and Isel Park Nov 4-5, 2019</li> <li>• Organised Toha Toha Workshop on Copyright hosted by Tasman District Libraries in February 2020</li> </ul>	<p><b>Achieved</b></p>
	<p><i>Continue to work with National Services Te Paerangi (NSTP) to host at least one regional workshop per year</i></p>	<ul style="list-style-type: none"> <li>• NSTP Workshop on Rationalisation at Founders Heritage Park on 15th Oct 2019.</li> </ul>	<p><b>Achieved</b></p>



Collaborating with other Nelson Tasman institutions and organisations	<p><i>Collaborative projects delivered with two Nelson Tasman organisations annually, including at least one district museum in Tasman</i></p>	<ul style="list-style-type: none"> <li>• Nelson City Libraries Tasman District Libraries collaboration on 'Life in the Bubble' Rapid Response Collecting campaign</li> <li>• Development of a Rationalisation Framework working document developed between Nelson Provincial Museum, Golden Bay Museum and Founders Heritage Park/Broadgreen House</li> <li>• 'Our Moon' public programme collaborative events with Nelson Science Society, The Breeze (MediaWorks Radio), Ministry of Inspiration, Kindred Yoga and Nelson Public Libraries</li> <li>• Partnership with Nelson City Council to develop rugby image projection video on significant Nelson buildings in association with online 'Rugby 150' exhibition</li> </ul>	<b>Achieved</b>
	<p><i>At least three outreach projects delivered throughout Nelson Tasman annually</i></p>	<ul style="list-style-type: none"> <li>• One video lecture by staff included in NCC 'Virtual' Heritage Festival, April 2020</li> <li>• Installed 'Stepping Stones to Suffrage' exhibition at NCC library in September 2019</li> <li>• Installed 'Apple of my Eye' display at NCC library in August 2019</li> <li>• Developed and delivered 'Museum in a Box' education programme to a number of schools in the region</li> <li>• Developed and provided content for Make Shift / Spaces initiative on Trafalgar Street and Bridge St shop windows. MoU in place</li> <li>• Collection staff assisted Broadgreen House with the inventory and movement of their textile collection during a storage upgrade in February 2020</li> </ul>	<b>Achieved</b>



# 4.

To continue to develop and provide appropriate care for a strong Collection which is relevant and valued by, and accessible to, Nelson Tasman communities

<p>Collecting objects that are strongly related to the history and cultural story of Nelson Tasman, as per the Collections Policy</p>	<p><i>Acquire objects that have strong connection and relevance to the Nelson Tasman region</i></p>	<ul style="list-style-type: none"> <li>• Over 130 new acquisitions including books, archives, textile items, photographs and objects relating to people, companies or events in Nelson Tasman</li> <li>• Ongoing identification and facilitation to list and house taonga tūturu found locally or returned to the region, and held on behalf of the Crown</li> </ul>	<p><b>Achieved</b></p>
<p>Identifying objects which that do not fit our Collections policy</p>	<p><i>Identify objects that no longer fit our Collection Policy and offer them to the most appropriate organisation, whanau or individual for their continued care</i></p>	<ul style="list-style-type: none"> <li>• Over 100 library items approved for deaccession due to existing duplication or irrelevance to the Collection</li> <li>• Strategic review of non-accessioned donation offers has led to over 10 objects being transferred back to the original donors or to other museums.</li> <li>• Identification of several Māori taonga for transfer back to iwi outside of the Nelson Tasman region for example Poti Kohua/ Te Ana o Matuku, Fox River midden material (bones and shell, stone collected from West Coast cave)</li> </ul>	<p><b>Achieved</b></p>
<p>Provide access for our visitors to connect with and study the physical Collection</p>	<p><i>Facilitate at least ten tailored experiences annually</i></p>	<ul style="list-style-type: none"> <li>• Kaitiaki Taonga heavily engaged with the 'Kura Pounamu' public programme with weekly engagement sessions inside the gallery and one public talk</li> <li>• Kaitiaki Taonga also gave two public floor talks for 'Buller's Birds'</li> <li>• Objects provided for in-house talk on Women in Business</li> <li>• Curatorial talks at Golden Bay Museum, Rotary Club and Nelson Girls School</li> <li>• External talk on collection textiles which was attended by close to 100 people</li> <li>• Two themed photo boards placed in dementia care facility to assist with therapeutic treatment of patients</li> </ul>	<p><b>Achieved</b></p>

		<ul style="list-style-type: none"> <li>• Provided exhibition panels on Appo Hocton and portraits from the Collection for display at China Week at Trafalgar Centre from Nov 13-16th 2019 which was attended by the Consulate General of the People's Republic of China Wang Zhijian</li> <li>• Researcher Open House at Isel on 18th March 2020 attended by seven visitors including high school students</li> <li>• Kaitiaki Taonga Māori gave class on fishing technology to school group</li> <li>• Three talks, three displays, one collection tour and one external loan totaling over 60 hours of work were cancelled as a result of lockdown</li> </ul>	
	<i>Answer all research enquiries within two weeks</i>	<ul style="list-style-type: none"> <li>• All 380 hours of research enquiries were answered within two weeks</li> </ul>	<b>Achieved</b>
Prepare collection for relocation	<i>Audit the furniture collection and ensure all records are complete and up to date by December 2020</i>	<ul style="list-style-type: none"> <li>• Reforecast for completion by June 2021 because of disruption by Covid-19 shutdown</li> </ul>	<b>Not achieved due to Covid-19</b>
Provide digital access to collection records	<i>Add 3,000 records to Collections Online by 30 June 2020</i>	<ul style="list-style-type: none"> <li>• Over 10,000 new records were added to Vernon Browser bringing the total to 153,847 records available online</li> </ul>	<b>Achieved</b>



# 5.

## To improve our sustainability performance

Undertaking a baseline sustainability audit	<i>Sustainability audit completed by December 2019</i>	<ul style="list-style-type: none"> <li>EKOS was contracted to and completed measurement of our carbon footprint</li> </ul>	<b>Achieved</b>
Preparation of a sustainability improvement programme	<i>Sustainability improvement programme complete by December 2020</i>	<ul style="list-style-type: none"> <li>Sustainability review presented to TBHT in September 2020.</li> <li>Energy audit proposal to be considered by TBHT in November 2020.</li> </ul>	<b>Due December 2020</b>
Commencing actions to improve sustainability performance	<i>Annual reporting on actions undertaken and their effectiveness</i>	<ul style="list-style-type: none"> <li>Sustainability Committee formed which meets monthly, reporting to the Board</li> <li>Introduction of digital ordering service to reduce paper waste</li> <li>Introduction of virtual meetings to reduce travel for meetings</li> </ul>	<b>Achieved</b>
	<i>Review of the improvement programme in 2020</i>	<ul style="list-style-type: none"> <li>CEO will review programme December 2020.</li> <li>New building management system ordered and once installed energy savings will be monitored.</li> </ul>	<b>Due December 2020</b>



## Independent Auditor's Report

### To the readers of Tasman Bays Heritage Trust's financial statements and performance information for the year ended 30 June 2020

The Auditor-General is the auditor of Tasman Bay Heritage Trust (the Trust). The Auditor-General has appointed me, John Mackey, using the staff and resources of Audit New Zealand, to carry out the audit of the financial statements and the performance information of the Trust on his behalf.

We have audited:

- the financial statements of the Trust on pages 17 to 34, that comprise the statement of financial position as at 30 June 2020, the statement of comprehensive revenue and expenses, statement of changes in equity, and statement of cash flows for the year ended on that date, and the notes to the financial statements that include the accounting policies and other explanatory information; and
- the performance information of the Trust on pages 35 to 43.

### Opinion

#### ***Qualified opinion on the financial statements because of non-recognition of certain heritage assets***

In our opinion, except for the effect of the matter described in the *Basis for our qualified opinion* section of our report, the financial statements of the Trust on pages 17 to 34:

- present fairly, in all material respects:
  - its financial position as at 30 June 2020; and
  - its financial performance and cash flows for the year then ended; and
- comply with generally accepted accounting practice in New Zealand in accordance with the Public Benefit Entity Reporting Standards Reduced Disclosure Regime.

#### ***Unmodified opinion on the performance information***

In our opinion, the performance information of the Trust on pages 35 to 43 presents fairly, in all material respects, the Trust's actual performance compared against the performance targets and other measures by which performance was judged in relation to the Trust's objectives for the year ended 30 June 2020.

Our audit was completed on 25 November 2020. This is the date at which our opinion is expressed.

The basis for our qualified opinion is explained below, and we draw attention to the impact of Covid-19 on the Trust. In addition, we outline the responsibilities of the Board and our responsibilities relating to the financial statements and the performance information, we comment on other information, and we explain our independence.

### **Basis for our qualified opinion**

As explained in the property, plant and equipment section of the accounting policies on page 23 and note 7 on page 28, the Trust has not recognised certain heritage assets in the statement of financial position or donated asset revenue in the statement of comprehensive revenue and expenses. These are departures from Public Benefit Entity International Public Sector Accounting Standard 17: *Property, Plant and Equipment*, which generally requires assets to be recognised, and the fair value of donated assets to be included as revenue. There are no practical audit procedures that we have been able to apply, to quantify the effect of these departures from the accounting standards. It is our opinion that the heritage assets make up a significant proportion of the Trust's total assets. The comparative information in the financial statements also departs from PBE IPSAS 17 for the same reasons.

We carried out our audit in accordance with the Auditor-General's Auditing Standards, which incorporate the Professional and Ethical Standards and the International Standards on Auditing (New Zealand) issued by the New Zealand Auditing and Assurance Standards Board. Our responsibilities under those standards are further described in the *Responsibilities of the auditor* section of our report.

We have fulfilled our responsibilities in accordance with the Auditor-General's Auditing Standards.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our qualified opinion.

### **Emphasis of matter – Impact of Covid-19**

Without further modifying our opinion, we draw attention to the disclosures about the impact of Covid-19 on the Trust, as set out in Note 24 to the financial statements.

### **Responsibilities of the Board for the financial statements and the performance information**

The Board is responsible on behalf of the Trust for preparing financial statements that are fairly presented and that comply with generally accepted accounting practice in New Zealand. The Board also responsible for preparing the performance information for the Trust.

The Board is responsible for such internal control as it determines is necessary to enable it to prepare financial statements and the performance information that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements and the performance information, the Board is responsible on behalf of the Trust for assessing the Trust's ability to continue as a going concern. The Board is also

responsible for disclosing, as applicable, matters related to going concern and using the going concern basis of accounting, unless the Board intends to liquidate the Trust or to cease operations, or has no realistic alternative but to do so.

The Board's responsibilities arise from the Local Government Act 2002 and the Tasman Bay Heritage Trust Deed.

### **Responsibilities of the auditor for the audit of the financial statements and the performance information**

Our objectives are to obtain reasonable assurance about whether the financial statements and the performance information, as a whole, are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion.

Reasonable assurance is a high level of assurance, but is not a guarantee that an audit carried out in accordance with the Auditor-General's Auditing Standards will always detect a material misstatement when it exists. Misstatements are differences or omissions of amounts and disclosures, and can arise from fraud or error. Misstatements are considered material if, individually or in the aggregate, they could reasonably be expected to influence the decisions of readers taken on the basis of these financial statements and the performance information.

As part of an audit in accordance with the Auditor-General's Auditing Standards, we exercise professional judgement and maintain professional scepticism throughout the audit. Also:

- We identify and assess the risks of material misstatement of the financial statements and the performance information, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- We obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Trust's internal control.
- We evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by the Board.
- We evaluate the appropriateness of the reported performance information within the Trust's framework for reporting its performance.
- We conclude on the appropriateness of the use of the going concern basis of accounting by the Board and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the Trust's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the financial statements and the performance information or, if such disclosures are inadequate, to

modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the Trust to cease to continue as a going concern.

- We evaluate the overall presentation, structure and content of the financial statements and the performance information, including the disclosures, and whether the financial statements and the performance information represent the underlying transactions and events in a manner that achieves fair presentation.

We communicate with the Board regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

Our responsibilities arise from the Public Audit Act 2001.

## Other Information

The Board is responsible for the other information. The other information comprises the information included on pages 2-16, but does not include the financial statements and the performance information, and our auditor's report thereon.

Our opinion on the financial statements and the performance information does not cover the other information and we do not express any form of audit opinion or assurance conclusion thereon.

In connection with our audit of the financial statements and the performance information, our responsibility is to read the other information. In doing so, we consider whether the other information is materially inconsistent with the financial statements and the performance information or our knowledge obtained in the audit, or otherwise appears to be materially misstated. If, based on our work, we conclude that there is a material misstatement of this other information, we are required to report that fact. We have nothing to report in this regard.

## Independence

We are independent of the Trust in accordance with the independence requirements of the Auditor-General's Auditing Standards, which incorporate the independence requirements of Professional and Ethical Standard 1: *International Code of Ethics for Assurance Practitioners* issued by the New Zealand Auditing and Assurance Standards Board.

Other than the audit, we have no relationship with, or interests in, the Trust.



John Mackey  
Audit New Zealand  
On behalf of the Auditor-General  
Christchurch, New Zealand

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