

GALLERIES, LIBRARIES AND MUSEUMS - OPERATING BUDGET 2024/25

Department: Arts and Culture

EXECUTIVE SUMMARY

- 1 This report provides an overview of the operating expenditure budgets for the Annual Plan 2024/25 for the Galleries, Libraries and Museums Group, as shown at Attachment A. A draft funding impact statement is shown at Attachment B. The following activities are provided for:
 - Dunedin Public Libraries and City of Literature
 - Dunedin Public Art Gallery (DPAG),
 - Lan Yuan Chinese Garden
 - Toitū Otago Settlers Museum (Toitū),
 - Creative partnerships
 - Olveston Historic Home
 - Otago Museum Levy
- 2 A schedule of proposed fees and charges for the 2024/25 year is also presented at Attachment C.

RECOMMENDATIONS

That the Council:

- a) **Adopts** for the purposes of developing the Annual Plan 2024/25 and consulting with the community:
 - i) The draft 2024/25 operating budget for the Galleries, Libraries and Museums Group as shown/amended at Attachment A.
 - ii) The draft 2024/25 fees and charges schedules for the Galleries, Libraries and Museums Group as shown/amended at Attachment C.

OPERATING BUDGETS

Revenue

Rates

- 3 Rates have increased overall in the Galleries, libraries and museums group by \$967k, 3.6%. This is due to cost increases and grants expenditure transferred from the Community Development activity.

External Revenue

- 4 External revenue has increased by \$160k, 9.1%. The main changes incorporate the following:
- a) An increase in DPAG, Toitū and Lan Yuan revenue of \$85k due to increased shop sales, functions and facility hire and increased admissions revenue at Lan Yuan.
 - b) An increase in Olveston revenue of \$77k due to increased admissions, merchandise sales and event revenue.

Grants and Subsidies Revenue

- 5 Grants and subsidies revenue has increased by \$163k. The increase relates to:
- a) the transfer of \$93k grant revenue, from Creative New Zealand (CNZ), previously received by Community Development,
 - b) a \$64k grant received to produce an Olveston Book, and
 - c) a \$7k increase in funding from CNZ to the Art Gallery for International and NZ Artist residency.

EXPENDITURE

Personnel costs

- 6 Personnel costs have increased by \$553k, 5.0%. This includes a general salary increase and an increase in staffing for the opening of the South Dunedin Community Complex from May 2025.

Consumables and general costs

- 7 Consumables and general costs have increased by \$210k, 16.1%. The main changes incorporate the following:
- a) Increased stock purchases and catering at DPAG, Toitū and Olveston of \$157k which are recovered through external revenue.
 - b) An increase in the Dunedin Public Libraries budget of \$51k due mainly to additional subscription fees and 10-year anniversary celebrations for City of Literature.

Grants & Subsidies

- 8 Grants and subsidies costs have increased by \$550k, 10.9% due to the following:
- a) A transfer of budget (\$501k) from Community Development, \$93k of which is funded by Creative New Zealand
 - b) Re-categorisation of a \$50k grant paid to Dunedin Dream Brokerage, previously coded to operations and maintenance expenses.
 - c) No provision has been included in the budget for an increase in the levy for the Tūhura Otago Museum. A separate report on a funding approach for the museum is on the agenda.

Internal charges

- 9 Internal charges have increased by \$184k, 2.6% due to increased Corporate, Fleet and Business Information Services charges.

Depreciation

- 10 Depreciation has decreased by \$224k, 14.5% reflecting certain Library assets becoming fully depreciated.

FEES AND CHARGES

- 11 Fees and charges remain largely unchanged with the exception of:
- Lan Yuan Chinese Garden admission fees have increased by between 6%-11% (\$0.80 - \$2.00) to reflect an increase in operational costs.
 - Olveston Historic Home fees and charges have increased by between 2% - 10% (\$0.50-\$5.00) with an average increase of around 4%, due to increased costs. Some of the 1 hour tour fees have been removed in order to simplify the tour options and charging structure.
 - Toitū Otago Settlers Museum Archive/Collection queries fees have increased 2% (\$1.50).

Signatories

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Authoriser:	Jeanette Wikaira - General Manager Arts, Culture and Recreation

Attachments

	Title	Page
A	Galleries, Libraries and Museums Income Statement	299
B	Galleries, Libraries and Museums FIS	300
C	Draft Fees and Charges 2024/25 - Galleries, Libraries and Museums	301

SUMMARY OF CONSIDERATIONS

Fit with purpose of Local Government

This decision enables democratic local decision making and action by, and on behalf of communities, and promotes the social, economic, environmental and cultural well-being of communities in the present and for the future.

Fit with strategic framework

	Contributes	Detracts	Not applicable
Social Wellbeing Strategy	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Economic Development Strategy	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Environment Strategy	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Arts and Culture Strategy	✓	<input type="checkbox"/>	<input type="checkbox"/>
3 Waters Strategy	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Spatial Plan	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Integrated Transport Strategy	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Parks and Recreation Strategy	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Other strategic projects/policies/plans	✓	<input type="checkbox"/>	<input type="checkbox"/>

The Galleries, Libraries and Museums Group activities primarily contribute to the objectives and priorities of the above strategies.

Māori Impact Statement

Council budgets impact broadly across all Dunedin communities including Māori. The adoption of Te Taki Haruru – Māori Strategic Framework signals Council's commitment to mana whenua and to its obligations under the Treaty of Waitangi. Mana whenua and Māori will have the opportunity to engage in the Annual Plan 2024/25 consultation process.

Sustainability

The Annual Plan 2024/25 is not proposing any changes to that provided for in the 10 year plan. Major issues and implications for sustainability are discussed in the Infrastructure Strategy and financial resilience is discussed in the Financial Strategy of the current 10 year plan 2021-31.

LTP/Annual Plan / Financial Strategy /Infrastructure Strategy

This report provides draft budgets for the Galleries, Libraries and Museums Group for inclusion in the Annual plan.

Financial considerations

Financial considerations are detailed in the report.

Significance

The 10 year plan 2021-31 budgets were considered significant in terms of the Council's Significance and Engagement Policy, and were consulted on. Variations to those budgets are discussed in this report. The draft budgets will be included in the Annual Plan 2024/25, and will be consulted on.

Engagement – external

There has been no external engagement in developing the draft budgets for Galleries, Libraries and Museums Group.

SUMMARY OF CONSIDERATIONS

Engagement - internal

Staff and managers from across council have been involved in the development of the draft budgets.

Risks: Legal / Health and Safety etc.

There are no identified risks.

Conflict of Interest

There are no known conflicts of interest.

Community Boards

Community Boards will have an opportunity to present on the draft Annual Plan 2024/25.

Galleries, libraries and museums
Income Statement
for the Year Ended 30 June 2025

Actual		Budget	Draft Budget	Budget Inc	Budget Inc
2022/23		2023/24	2024/25	(Dec)	(Dec)
\$000		\$000	\$000	\$000	%
Revenue					
26,394	Rates revenue	27,062	28,029	967	3.6%
-	- Rates penalties	-	-	-	-
1,783	External revenue	1,753	1,913	160	9.1%
340	Grants and subsidies operating	261	424	163	62.5%
153	Grants and subsidies capital	30	30	-	-
-	- Development contributions	-	-	-	-
-	- Vested assets	-	-	-	-
125	Internal revenue	173	174	1	0.6%
28,795	Total revenue	29,279	30,570	1,291	4.4%
Expenditure					
10,909	Personnel costs	11,122	11,675	553	5.0%
1,360	Operations & maintenance	1,241	1,228	(13)	(1.0%)
1,266	Occupancy costs	1,374	1,409	35	2.5%
1,018	Consumables & general	1,304	1,514	210	16.1%
4,963	Grants & subsidies	5,030	5,580	550	10.9%
6,689	Internal charges	6,947	7,131	184	2.6%
1,365	Depreciation	1,550	1,326	(224)	(14.5%)
557	Interest	711	707	(4)	(0.6%)
28,127	Total expenditure	29,279	30,570	1,291	4.4%
668	Net surplus/(deficit)	-	-	-	-
Expenditure by Activity					
10,074	DPAG & Toitu Lan Yuan	10,843	11,259	416	3.8%
11,799	Dunedin Public Libraries & City of Literature	12,009	12,225	216	1.8%
355	Creative Partnerships	438	951	513	117.1%
996	Olveston	1,024	1,170	146	14.3%
4,903	Otago Museum Levy	4,965	4,965	-	-
28,127	Total expenditure	29,279	30,570	1,291	4.4%

Dunedin City Council
Funding Impact Statement
for the Year Ended 30 June 2024 for Galleries, libraries and
museums

	2023/24 Annual Plan \$000	2024/25 Long-term plan \$000	2024/25 Annual Plan \$000
Sources of operating funding			
General rates, uniform annual general charges, rates penalties	27,062	25,741	28,029
Targeted rates	-	-	-
Subsidies and grants for operating purposes	261	342	424
Fees and charges	1,753	1,997	1,913
Internal charges and overheads recovered	173	22	174
Interest and dividends from investments	-	-	-
Local authorities fuel tax, fines, infringement fees, and other receipts	-	11	-
Total operating funding (A)	29,249	28,113	30,540
Applications of operating funding			
Payments to staff and suppliers	20,071	19,554	21,406
Finance costs	711	388	707
Internal charges and overheads applied	6,947	7,141	7,131
Other operating funding applications	-	-	-
Total application of operating funding (B)	27,729	27,083	29,244
Surplus/(deficit) of operating funding (A-B)	1,520	1,030	1,296
Sources of capital funding			
Subsidies and grants for renewals expenditure	-	-	-
Subsidies and grants for capital expenditure	30	32	30
Development and financial contributions	-	-	-
Increase/(decrease) in debt	977	517	1,490
Gross proceeds from sale of assets	-	-	-
Lump sum contributions	-	-	-
Other dedicated capital funding	-	-	-
Total sources of capital funding (C)	1,007	549	1,520
Application of capital funding			
Capital expenditure			
- to meet additional demand	-	-	-
- to improve the level of service	521	896	1,045
- to replace existing assets	2,006	678	1,771
Increase/(decrease) in reserves	-	-	-
Increase/(decrease) in investment (DCHL)	-	-	-
Increase/(decrease) of other investments	-	5	-
Total application of capital funding (D)	2,527	1,579	2,816
Surplus/(deficit) of capital funding (C-D)	(1,520)	(1,030)	(1,296)
Funding balance ((A-B)+(C-D))	-	-	-

	2023/24 fees	2024/25 proposed fees	\$ change	% change
Galleries, libraries & museums				
Dunedin Public Art Gallery				
Dunedin Public Art Gallery Admission				
Admission free	-	-	-	-
Group tours by arrangement, cost negotiable	-	-	-	-
Special exhibition entry charges will vary depending on the exhibition	-	-	-	-
Venue hire				
Venue Hire - by negotiation depending on the hirer's requirements	-	-	-	-
Lan Yuan Chinese Garden				
Chinese Garden Admission				
Adult Admission	\$10.00	\$11.00	\$1.00	10%
Adult Season Ticket	\$23.00	\$25.00	\$2.00	9%
Adult Season Ticket renewal	\$20.50	\$22.00	\$1.50	7%
Child (under 13 years with Adult) free	-	-	-	-
Student or Beneficiary	\$7.20	\$8.00	\$0.80	11%
Student or Beneficiary Season Ticket	\$17.00	\$18.00	\$1.00	6%
Student or Beneficiary Season Ticket Renewal	\$13.50	\$15.00	\$1.50	11%
Venue hire				
Venue Hire - by negotiation depending on the hirer's requirements	-	-	-	-
Libraries				
Hold fees				
Holds charge (per item)	\$1.50	\$1.50	\$0.00	0%
Holds Voucher Pack (6 Holds vouchers)	\$6.00	\$6.00	\$0.00	0%
Hot picks				
Hot Picks Books (two week loan)	\$5.00	\$5.00	\$0.00	0%
Hot Picks Magazines (one week loan)	\$2.50	\$2.50	\$0.00	0%
Hot Picks Voucher Pack (6 Hot Picks vouchers)	\$25.00	\$25.00	\$0.00	0%
Libraries				
Create and supply digital image, per image	\$35.00	\$35.00	\$0.00	0%
Inter-loan (plus any additional charges over the standard fee)	\$10.00	\$10.00	\$0.00	0%
Libraries may offer discounts on fees & services periodically to promote access and usage	-	-	-	-
Membership card replacement (Adult)	\$4.00	\$4.00	\$0.00	0%
Membership card replacement (Child)	\$2.00	\$2.00	\$0.00	0%
Non-residential membership (per family per year)	\$180.00	\$180.00	\$0.00	0%
Photocopying (black and white, A3, per side)	\$0.30	\$0.30	\$0.00	0%
Photocopying (black and white, A4, per side)	\$0.20	\$0.20	\$0.00	0%
Photocopying (colour, A3, per side)	\$2.00	\$2.00	\$0.00	0%
Photocopying (colour, A4, per side)	\$1.00	\$1.00	\$0.00	0%
Research enquiries undertaken by staff (per hour)	\$85.00	\$85.00	\$0.00	0%
Loss and damage charges				
Processing Fee per item	\$10.00	\$10.00	\$0.00	0%
Room Hire - Downes Room, Mosgiel Library				
Charges vary from \$15.00 for first hour, \$10.00 thereafter, up to \$60.00	-	-	-	-
No charge for individuals or groups who are unfunded or provide a community service	-	-	-	-
Room Hire - Dunningham Suite, City Library				
Full Suite (full day)	\$450.00	\$450.00	\$0.00	0%

	2023/24 fees	2024/25 proposed fees	\$ change	% change
Full Suite (half day)	\$325.00	\$325.00	\$0.00	0%
Kitchen	\$60.00	\$60.00	\$0.00	0%
Moderate Meeting Room (full day)	\$270.00	\$270.00	\$0.00	0%
Moderate Meeting Room (half day)	\$200.00	\$200.00	\$0.00	0%
No charge for individuals or groups who are unfunded or provide a community service	-	-	-	-
Security Guard Service (After 8pm Monday – Friday, before 11am and after 4pm Saturday/Sunday) per hour	\$40.00	\$40.00	\$0.00	0%
Small Meeting Room (full day)	\$190.00	\$190.00	\$0.00	0%
Small Meeting Room (half day)	\$110.00	\$110.00	\$0.00	0%
Wedding Booking (includes full day for event, plus 2 half days for set up and clean up. Does not include security guard service)	\$1,000.00	\$1,000.00	\$0.00	0%
Room Hire - Meeting Room, Blueskin Bay Library				
Charges vary from \$15.00 for first hour, \$10.00 thereafter, up to \$60.00	-	-	-	-
No charge for individuals or groups who are unfunded or provide a community service	-	-	-	-
Room Hire - Rolfe Room, Port Chalmers Library				
Charges vary from \$15.00 for first hour, \$10.00 thereafter, up to \$60.00	-	-	-	-
No charge for individuals or groups who are unfunded or provide a community service	-	-	-	-
Olveston Historic Home				
1 hour guided tour followed by croquet and tea and biscuits				
Additional adults	\$44.00	-	-	-
Additional children	\$44.00	-	-	-
For up to 4 people	\$170.00	-	-	-
1 hour tour with high tea (for groups of 10 or more)				
Devonshire Tea per person	\$40.00	-	-	-
Edwardian High Tea per person	\$55.00	\$60.00	\$5.00	9%
Servants' Tea per person	\$34.00	-	-	-
2 hour Tours, Special Interest, Art Tours, Embroidery etc. (minimum group 8pax)				
Adult	\$44.00	\$46.00	\$2.00	5%
Child	\$25.00	\$27.50	\$2.50	10%
Concession (friends, student, seniors)	\$40.00	\$42.00	\$2.00	5%
Group (8+)	\$40.00	\$42.00	\$2.00	5%
Local	\$40.00	\$42.00	\$2.00	5%
Education groups				
Adult	\$20.00	\$20.50	\$0.50	3%
Primary student	\$10.50	\$11.00	\$0.50	5%
Secondary student	\$12.50	\$13.00	\$0.50	4%
Tertiary student	\$15.50	\$16.00	\$0.50	3%
Family				
2 adults and up to 3 children	\$80.00	\$84.50	\$4.50	6%
Additional adults	\$20.00	\$20.50	\$0.50	3%
Additional children	\$14.00	\$14.50	\$0.50	4%
Garden tours (minimum group 8pax)				
Adult	\$25.00	\$25.50	\$0.50	2%
Child	\$14.00	\$14.50	\$0.50	4%
Retail /Free independent traveller (FIT) guided tour				
Adult	\$25.00	\$25.50	\$0.50	2%

	2023/24 fees	2024/25 proposed fees	\$ change	% change
Child	\$14.00	\$14.50	\$0.50	4%
Concession (friends, students, seniors)	\$23.00	\$23.50	\$0.50	2%
Group (10+)	\$20.00	\$20.50	\$0.50	3%
Local	\$20.00	\$20.50	\$0.50	3%
Venue hire				
Additional staff as required for security and staff	\$45.00	\$48.00	\$3.00	7%
Equipment cost on request	-	-	-	-
Garden and drying room 4 hours	\$550.00	\$550.00	\$0.00	0%
Garden Hire 4 hours includes	\$350.00	\$350.00	\$0.00	0%
Room Hire - Drying room 4 hours	\$200.00	\$200.00	\$0.00	0%
Room Hire - Great Hall 4 hours	\$1,000.00	\$1,000.00	\$0.00	0%
Toitū Otago Settlers Museum				
Toitū Otago Settlers Museum				
Admission free	-	-	-	-
Archive/Collection queries first half hour free, then charge per half hour	\$68.50	\$70.00	\$1.50	2%
Archives	\$15.00	\$15.00	\$0.00	0%
Group tours by arrangement - cost negotiable	-	-	-	-
Special exhibition entry charges will vary depending on the exhibition	-	-	-	-
Venue Hire - by negotiation depending on the hirers requirements	-	-	-	-