

Annual Report to Waitakere City Council



Corban Estate Arts Centre

Summary

June 2001- January 2003

In June 2001 the Waitakere Arts and Cultural Development Trust (WACDT) signed a lease on the former Corbans Winery Estate buildings in Henderson, Waitakere City, with the aim of utilising the buildings as an arts and cultural centre. The WACDT lease (19 years) covers the four main historic building complexes on the site, which are now used for the exhibition of artwork, the teaching of art classes and workshops, working artist's studios, markets and events.

The main aims for 2002 were to complete the renovation of the Corban homestead; start the exhibitions programme; fill the artist's studios with tenants; open the gallery shop, run a full programme of art classes, and overall generally raise the profile of the Arts Centre as a new



community facility for the people of Waitakere City and the wider community.

In all of these areas we feel that we have been successful, but the major achievement of the year was the completion of the Homestead renovation project.

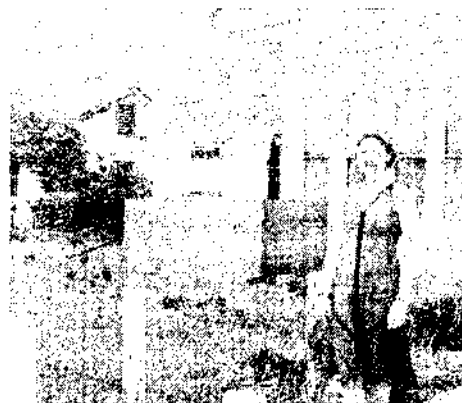
The main aims for 2003 are to continue to develop and run the programme of exhibitions and classes as well as develop an overall concept development plan for the estate as a whole. This is being worked on in conjunction with the strategic projects group at Waitakere City Council, primarily through Janet Hannan.

Key Areas

Staff

Full time staff -

The first staff member, Tanya Wilkinson, was employed by the Trust in October 2001 in the role of Director. A second position, the Public Programmes Co-ordinator was filled at the beginning of January 2002 (Diane Blomfield). In



addition to these two roles we have created an Arts Assistant position, which started as a work experience programme through Work and Income New Zealand, and has now changed to a Taskforce Green position.

Part-time staff –

We have three part time staff who manage the galleries and gallery shop on weekends and public holidays. Tanya Milne, Catherine Davidson, and Samantha Connolly. We also have a part-time accounts person Jacky Crump who comes in once a week to pay accounts and wages and manage the financial systems.



Classes

The first set of art classes was run in term one 2002. The programme of classes and workshops has continued to run each term since that time.

All classes are run on a break even or better basis, i.e. are self funding.

Classes Run in 2002 (some more than once)

Sculpture with Paper Pulp – Iona Matheson

Expressive Life Drawing – Allie Eagle

Life Drawing Night Class – James Moore

Oil Painting – Robin Binsley

Flax Weaving – Matafetu Smith



Fine Art of Bookbinding Making – Beth Serjeant
Beginners Painting and Drawing – Robin Binsley



School Holiday Programme – this has run very successfully each term – classes include 'creating comics', 'making mosaics', 'Christmas gift making', 'marvellous mobiles', 'painting on pots', 'fun with paper', and a Trash to Fashion garment making workshop.

Weekend Workshops

Take on Tivaevae! (2)

Writers Seminar with Joan Rosier Jones

Primitive Paper Making



Other Classes Available (rooms hired by outside groups)

The Performing Arts School of NZ - Hiphop and Streetfunk classes.

Children Drama Classes

Auckland City Arts School – children's after school programme.

Didgeridoo Class

Summer School

We aim to run the CEAC Summer School annually and grow it into a major event for the Arts Centre involving a number of artists and large body students, ideally many of whom who will be resident on the estate grounds over



the course of the week.

2003 summer school classes:

Bronze casting – David Reid

Sculpture – Fatu Feu'u



Artists Studios

The 'dry goods' and 'still' buildings, are now the location of 12 artists studios which are rented by people working in

various media. There are also two spaces in the 'World Rooms' used as studios.

Current tenants are: Sue Thompson, Amanda Wright/Alan Green/Warwick Bell, Terry Axford (storage), Andrew de Boer, Kairava Gullatz, Derek Brown, Iona Matheson, Jasmine Clark, Paul Harris, Tabatha Forbes, Monica Eum, Neil Miller, Waitakere Central Community Arts Council and the Waitakere Pacific Island weavers group.

The rents for the studio are based on a square meterage, and facility basis. They range for \$40 per week to \$120 per week.

The public are free to visit the resident artists, though at this stage the facility is not really set up for full public interaction, as the studios are more private areas for individual artists to work from. The Pacifica Artists Studio is one area that is tailored towards casual visitors.



The Waitakere Central Community Arts Council took a sub-lease on the 'garage' building at the estate at the end of 2002. From this base they are running an increasing number of classes and programmes, and their members meet regularly to take part in group art sessions.

Galleries/Exhibition Programme

In March 2002 work began on the renovation of the Corban Homestead which has transformed it into a high quality exhibition space. It houses the three galleries, storage areas, gallery shop, administration centre for the estate and two teaching rooms.

The galleries are located in the upper level of the Homestead. They incorporate a flexible lighting track and an air conditioning system which means that we are able to borrow works from other institutions such as the Auckland Memorial Museum.



The galleries were opened with a large one day celebration on Sunday 8th September 2003 which included a ceremony for invited guests and an open day for all the artists studios, as well as performance and activities that the public could take part in. The opening exhibitions were a display of photographs by Marti Friedlander of West

Auckland winemakers from the 1960s/70s and an exhibition of memorabilia from the Corban family collection. The focus of the exhibition programme is on 'stories' and people connected to the west. These cover the spectrum of art, craft and social history.

Gallery floor talks are held in conjunction with most of the exhibitions in the programme.



Most exhibitions are generated by CEAC, but we also accommodate exhibitions from groups who wish to hire the space. To date we have held two such exhibitions – *WWWWW Dot*, a group show by staff from the Waitakere College art department; and *Get Creative* – Tutors from the Rutherford College Continuing Education course.

Exhibition Programme – Sept 2002 – Feb 2003

Sunday 8th September – Sunday 27th
October 2002

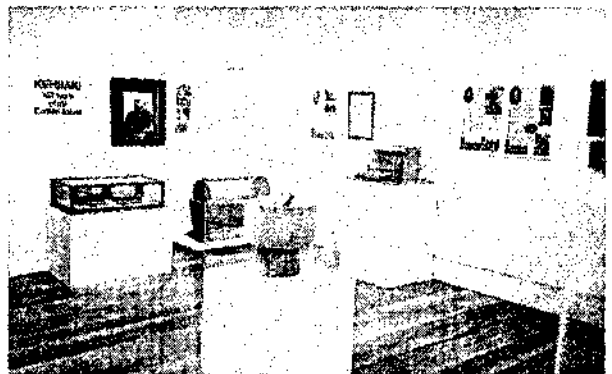
**Kehsak! 100 years of the Corban Estate
West Auckland Winemakers –
Photographs by Marti Friedlander**



Friday 8th November – Sunday 24th
November 2002

**Up Close – Trash to Fashion Award
Winners 2002**

**WWWWW dot – 5 wild, wacky, wannbe,
Waitakere College teachers**



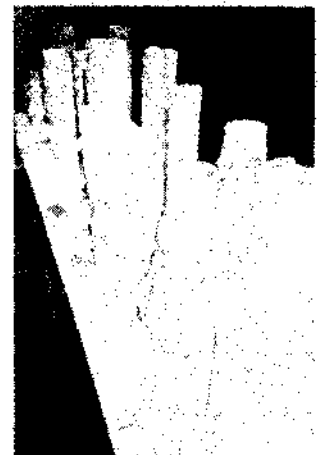
Saturday 7th December – Sunday 19th January 2003

Briar Gardner – Pioneer Potter

**Formal Occasions – New Ceramic work by John Parker and
Susannah Bridges**

Friday 24th January – Sunday 16th February 2003

**Pushing the Boundaries - CEAC Affordable Art Exhibition
Get Creative Tutors Programme**



Friday 21st February – Sunday 30th March 2003
**Ranges of Inspiration II – 30th anniversary of the
Waitakere Ranges Protection Society. Exhibition and
Auction**



Gallery Shop

The gallery shop stocks a range of ceramics, glass, jewellery, wood and fibre products. These are supplied by the artists on a sale or return basis. The artists are primarily from the Waitakere area, supplemented by a select range of artists from around New Zealand. Also for sale are a range of cards and a small selection of books, exhibition catalogues and art supplies.



The design of the office is such that customers to the shop can be served by the full time staff, and consequently the expenses associated with running the gallery shop are very low.



Gallery Shop sales statistics:

September 8th 2002 – January 31st 2003

Total Income/sales: \$10,753.3

Total Profit: \$3537.30

Venue Rental

We have a number of groups who utilise various rooms available for hire on the estate including the Cellar, Seminar Room (former canteen) and the two renovated spaces in the lower homestead, the Homestead Studio and Homestead Meeting Room.

Current groups who utilise the space regularly and for one off events include: Waitakere Indian Association; Creative Memories; Performing Arts School of NZ; Embroiders Group; Kids for Drama; Auckland City Arts School; Doll Making Group; the Framework Trust; The Waitemata Theatre Group; Glad Poets and the Waitakere Central Community Arts Council.

Additional Funding/Sponsorship Sources

Over the past year we have received grants from the Waitakere Licensing Trust (building renovation); ASB Trust (equipment); Lotteries Grants Board (building renovation); Corbans Wines (contribution to Corban exhibition and publication); Sir Thomas Clark (Briar Gardner exhibition); Creative New Zealand (Briar Gardner exhibition catalogue); ARC (Ranges of Inspiration II catalogue); Watercare Services (Ranges of Inspiration II catalogue); and Eco Water (Ranges of Inspiration II catalogue); Community Employment Group (creative careers day); Creative Communities (classes).



List of Events

Since moving onto the estate we have held a number of events. These have been both organised by CEAC, and by outside individuals and organisations, under the umbrella of the Arts Centre.

Safe Summer Community Concert Jan 02 – CEAC/Safe Waitakere

Montana Poetry Day, May 02– CEAC/Marianne Simpkins

July Forum Series – CEAC

- Film evening/panel discussions.

Cabaret in the Cellar May/June 02 – Kids of Drama

Poetry Evening - John Yelash/CEAC



Under Waitakere Skies - John Yelash/CEAC

Book Launch

Pacifica Living Arts Festival – PIAB

Market – Arts and Produce Summer 01/02

Pacifica Market – monthly 02, weekly 03

CEAC Open Day

DIG – Dangerously Intelligent Gathering (x2) – Jason

Burgess/Neil Buddle

Trash to Fashion – WCC

Wild Out West - WCC



The grounds have also been utilised by groups such as local cars clubs – Citron/Hot Rod, for displays.

Education Programme

As well as the general schools programme we have begun to run a number of education programmes for the wider community, both initiated by CEAC and in conjunction with outside organisations.

Creative Careers Day – 20 artists on site to talk with visiting school groups

Funding Workshop – Auckland University

Organisational Issues – Auckland University

Schools Programme

We are building good relations with local schools, many of whom have already brought students down for specific exhibitions and events. As we are within walking distance of 4 high schools, 2 primary schools and an intermediate school the demand on the education programme and



utilisation of the Arts Centre as part of the schools curriculum will inevitably grow steadily.

With each exhibition an education programme is formulated, and work sheet prepared for students to use. The feedback from these sessions has been very positive.

Total Visitor Numbers – galleries

September 2002 – January 2003

Just over 5000 people have visited the arts centre since our official opening in Sept 2002.

CEAC Sponsors

Ongoing sponsorship with Corbans Wines – annual supply of 30 cases of wine for exhibition openings and events, as well as support for other events such as the opening celebrations.

Foster Signs – discounted computer cut lettering

Westprint – discounted printing

Helio Graphics – discounted graphic design work

Supporters

John Boyle – legal advice

Butts Bainbridge Weir – accountancy services



Tabatha Forbes

Promotion and Publicity

We publish a quarterly newsletter which lists all exhibitions, classes, workshops and events. The print run for this is currently 3000. The newsletter is distributed freely to our mailing list (currently 1400) as well as being supplied to libraries, community centres, community houses, CABs, other galleries, arts centres and associated organisations.

We advertise in Art Out West, the AA Guide, Welcome Out West, and The Auckland Gallery Guide. We also get supportive coverage of events, exhibitions and classes through the two local papers – Western Leader and the West Weekly. The NZ Herald, City Mix magazine, Sunday Star Times, North and South and Metro Magazine also regularly list upcoming events. (See attached examples of media coverage).



Summary

The Arts Centre has steadily developed and grown from strength to strength since the Waitakere Arts and Cultural Development

Trust first established itself on site at the Corban Estate. The support that we have had from the community to date has been very encouraging and we feel that there is definitely a need within the Waitakere community for this type of resource. The progress to date could not have been possible without the support of the Waitakere City Council staff and the operating grant that the Trust receives, nor without the support that has been given by the Waitakere Licensing Trust, ASB Trust, The Lottery Grants Board, the ARST fund and the various sponsors and supporters the Arts Centre has.

We are now at a stage that although the Arts Centre is up and running if we are to sustain, maintain, and grow the current programme and the administrative management of the facility, we will need to address the associated human resources issues. In the long term there are a number of key roles that will become necessary particularly in terms of the estate maintenance, but in the short term there is becoming a very obvious need within the current staffing structure for an



administrative role to be created. This position would be the first point of contact for visitors, the person responsible for the management of venue hire, class and workshop bookings, and undertake a variety of other key administrative duties.

Other primary areas that we see a need to develop are the artist's studios – enabling public access and interaction where suitable; and the restoration and development of the various building complexes. We also see that there is huge potential to develop many more public programmes, activities and events, but again we are currently very much at capacity in terms the work programme of staff within the current structure.



*Nigel Brown,
Waitakere Wine 2002*

Overlaying all of the issues outlined above is the work that is being undertaken by the Trust with the Strategic Projects section of Council for the development of a master concept plan and corresponding building programme for the estate. This will ensure that in each instance the work undertaken progresses the overall development of the estate in a comprehensive and focused direction.

Appendixes

CEAC Newsletters

Exhibition Invitations

CEAC Publications

- Corban Estate 1902 – 2002
- Briar Gardner Pioneer Potter
- Ranges of Inspiration II catalogue

Photographs of Exhibitions

Copies of Media Coverage

Performance Measures Summary



CEAC Exhibition Programme

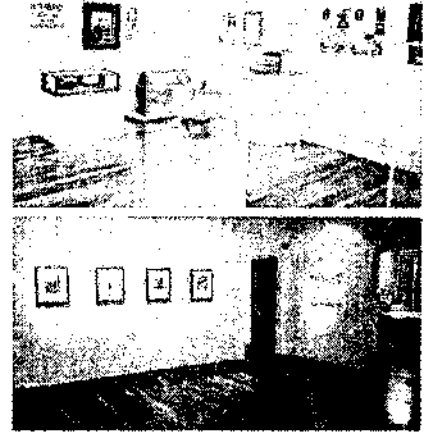
Sept 2002 – Feb 2003

Sunday 8th September – Sunday 27th October 2002

Kehsak! 100 years of the Corban Estate

West Auckland Winemakers –

Photographs by Marti Friedlander



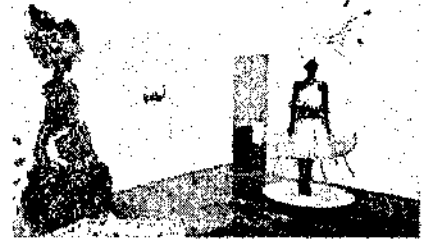
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Up Close –

Trash to Fashion Award Winners 2002

WWWWW dot – 5 wild, wacky, wannbe,

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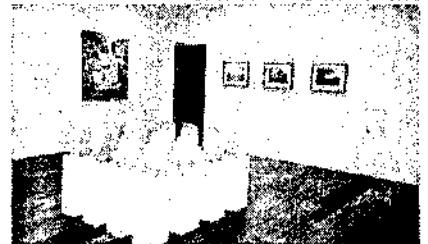
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Pushing the Boundaries - CEAC Affordable

Art Exhibition

Get Creative Tutors Programme

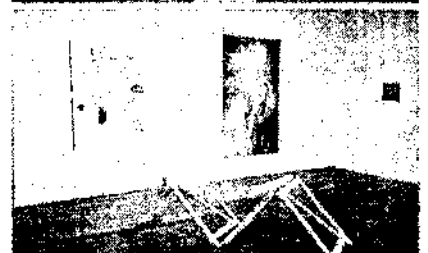


Friday 21st February – Sunday 30th March 2003

Ranges of Inspiration II – 30th anniversary of

the Waitakere Ranges Protection Society.

Exhibition and Auction



FUNDING AND SERVICE AGREEMENT BETWEEN WACDT & COUNCIL – SCHEDULE 1

2002/03

COUNCIL OBJECTIVES These refer to Council's broad aims for arts and culture for the City	DESCRIPTION OF SERVICES These refer to WACDT's contribution to Council's objectives	PERFORMANCE TARGETS 2002/2003 Performance targets are a measure of WACDT's contribution to Council's objectives	July 1 st 2002 –Jan 30 th 2003 6 Month Report
1. Develop and foster the practice and appreciation of arts and cultural heritage in Waitakere City, through a diverse and accessible programme.	1.1 Present an annual exhibition programme that reflects the diversity and quality of Waitakere City arts community.	Exhibition programme of at least 10 curated exhibitions per year. Attendances recorded at gallery openings, school visits and other events.	Corbans Exhibition Marti Friedlander Ex Briar Gardner Ex Formal Occasions Pushing the Boundaries Ranges of Inspiration
	1.2 Profile city artists of significance.	Exhibitions profiling of at least 6 local artists who are considered significant.	Local artists featured to date: John Parker, Sue Bridges, Briar Gardner, Mark Adams, Robin Binsley, Dean Buchanan, Andrew de Boer, Tony Dunn, Allie Eagle, John Edgar, Fatu Feu'u, John Madden, Neil Miller, Geoff Moon, Ann Robinson, Mary Taylor.
	1.3 Reflect the bi-cultural commitment of the city.	Involve Maori artists and/or teaching programmes in at least 3 exhibitions or events per year.	Creative Careers Day – Maori artists involved; Pushing the Boundaries Exhibition – 2 Maori artists; Maori Artist exhibiting in the Gallery Shop.

A14

	<p>1.4 Present an annual arts programme that reflects/address the cultural diversity of the city.</p>	<p>Five exhibitions or events per year that reflect the cultural diversity of Waitakere City.</p>	<p>Kehsak/Corbans Exhibition (local Lebanese history) Pushing the Boundaries - at least 6 nationalities involved. Indian Association currently using the hireable rooms on a regular basis. Pacifica group actively involved in many aspect of the art centre activities.</p>
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1.5	Maintain and create opportunities for local artists through a dedicated community gallery.	Hold at least 4 exhibitions per year in the Community Gallery showcasing a diverse range of individuals and groups from within Waitakere City	Trash to Fashion Award Winners; WWWWW Dot, Waitakere College Art Teachers; Get Creative – Tutors from the Rutherford College Continuing Education Programme.
2. 2.1	Encourage cultural tourism through a wide-ranging spectrum of arts, cultural and heritage activities.	Increase contact and joint ventures with tourist operators and Enterprise Waitakere. Liaise with other groups over tourism potential. Promote CEAC through tourism brochures and other avenues.	Advertise is Art Out West & Welcome Out West; Attended meetings with local tourism operators; sent communications to local tourism operators inviting them to visit and ongoing - informing them about our programme and venue. Attended WAN meetings; Open communications with other galleries and arts bodies – especially local.
3. 3.1	Encourage awareness of the unique culture and history of Waitakere City. Offer a diverse range of	Hold at least 3 historically themed exhibitions or events per year.	Kehsak/Corban exhibition; Briar Gardner Pioneer Potter.

<p>a wide range of ages and cultures.</p>	<p>educational opportunities and experiences for all residents of the city.</p>	<p>Maintain free entry to exhibitions. Hold one annual studio open day. Hold one educational youth focussed event per year.</p>	<p>Entry to galleries free; Studio Open Day – 8th Sept 2002, in conjunction with official opening. Creative Careers Day.</p>
<p>3.2</p>	<p>Plan the CEAC programme to support and promote other cultural events in the City, including the Pasifika Festival, Going West and Trash to Fashion.</p>	<p>Organise at least one programme or event in association with each key city festival.</p>	<p>Exhibition of Trash to Fashion Award Winners; Trash to Fashion garment making workshop; Writers Workshop (Going West); Train stopped at galleries as part of Going West Literary Festival;</p>

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3.3	Administer an education programme of workshops, classes, forums and lectures for students, other young people and the general public.	<p>Hold at least 4 weekend workshops per year.</p> <p>Run at least 3 classes per term.</p> <p>Hold at least 6 gallery floor talks.</p> <p>At least 1500 school student's visits per year.</p>	<p>Take on Tivaevae (2) Primitive Paper Making</p> <p>Have held at least 3 classes per term</p> <p>Gallery Floor Talks to date: Kehsak/Corbans (2); Marti Friedlander; Briar Gardner.</p> <p>School Students to date: 415 – exhibitions programme 400 – Creative Careers day 25 -- Miscel. (Workshop)</p>
3.4	Provide an Arts Information Resource available to students and members of the public.	<p>Display communications materials related to wider city events, exhibitions, forums etc.</p> <p>Maintain an accessible up to date inventory of slides and photographs related to exhibitions programme and events.</p>	<p>Notice board and pamphlet stand in foyer, updated regularly.</p> <p>Photographic record made of each exhibition, event, classes and workshops – electronic and hard copy. Slides of Briar Gardner and Formal Occasions.</p>
4.	4.1	Act as a conduit between Council and other providers	Hosted one in 2002.
4.	Support the delivery of arts and cultural services by a	Host at least 3 WAN meetings.	Hosted one in 2002.

<p>range of local providers.</p>	<p>to strengthen the arts community.</p>	<p>Provide professional advice to Council on arts projects and contracts. Encourage local arts related community groups to use CEAC facilities.</p>	<p>Attended a variety of meetings and have had open communications on various projects. Currently have at least 5 community groups renting various spaces for a variety of meetings and courses including: the Waitakere Indian Association, Glad Poets, Embroiders and Lace Makers, Show West, Waitemata Theatre, Pacific Island cultural groups.</p>
<p>5. To develop and expand Waitakere City's arts and cultural hub on the Corban Estate.</p>	<p>5.1 To manage a stepped programme of development of the buildings and facilities on the Corban Estate</p>	<p>Complete renovations to Homestead. Develop a 5 year plan for estate development</p>	<p>Homestead renovations completed. Currently working on concept development for the site in conjunction with the Waitakere City Council Strategic Projects group.</p>

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5.2 Act as an information resource for local artists and community groups and a liaison regionally and nationally.	5.2 Built networks of arts and cultural activities.	Maintain and increase the number of people on the mailing list. Encourage local arts and culture groups to be involved with CEAC. Actively encourage a diverse range of artists to take on studio space.	Mailing list growing weekly. Currently 1400. Have a number of cultural groups now involved in the arts centre including Pacifica Dance group and the Waitakere Indian Association. Also a number of local drama, theatre and performance groups regularly utilise the facilities.
6. Act as an information resource for local artists and community groups and a liaison regionally and nationally.	6.1 Develop and sustain strong relationships with other local, regional and national arts, cultural educational and heritage bodies.	Build and maintain interaction with CNZ, other funding bodies, tertiary institutions and schools etc. Send newsletters to key agencies.	Have regular contact with CNZ staff; T Wilkinson on advisory committee at Unitec Design School; been invited to take part in a number of projects with students from Unitec; regular contact with ASB Trust, and Waitakere Licensing Trust. Newsletter and invitations to openings is sent to all key agencies.
6.2 Communicate widely across the spectrum of arts, cultural and heritage institutions and individuals.	6.2 Communicate widely across the spectrum of arts, cultural and heritage institutions and individuals.	Quarterly newsletter (circ. 1500) produced and distributed. Produce additional promotional material where appropriate.	Newsletter print run currently 3000. Fliers produced for classes, evts etc.

<p>7. Support the development of an Arts Strategy for the City.</p>		<p>necessary.</p> <p>Email information to mailing list.</p> <p>Initiate a well designed and maintained web site.</p>	<p>Regular press releases sent to all local and major national media.</p> <p>Email communications sent to mailing list regularly.</p> <p>Website presence currently maintained through Council website.</p>
<p>7.1</p>	<p>Provide professional advice to Council on arts strategy and implementation, including advice on the review of Arts and Culture Policy.</p>	<p>Take part in meetings, discussions, research and feedback for policy development.</p>	<p>Been involved in all meetings related to the arts and cultural strategy, and other related issues.</p>

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8. Maintain sound governance procedures in all aspects of the Trust's Activities	8.1 Follow sound governance procedures and take advice on issues as they arise.	Conduct performance reviews on key staff annually. Conduct annually an AGM in accordance with the Trust Deed. Use best practice financial management practices and procedures. Use sound management procedures on a daily basis to manage the Trust's objectives.	Staff reviews upcoming with renewal of contracts. AGM held in July 02. MYOB system implemented. Part time accounts person employed approx 3 hours per week to manage financial systems. In place.

LOPDELL HOUSE GALLERY

Waitakere Centre for the Arts

Mission Statement

To develop and foster the practice and appreciation of art in Waitakere City with an emphasis on contemporary New Zealand art in all its creative diversity.

LOPDELL HOUSE GALLERY

2

Waitakere Centre for the Arts

Report to Waitakere City Council 1 July - 31 December 2002

Introduction

This report outlines Lopdell House Gallery's performance against the objectives specified in its annual performance agreement with the Waitakere City Council. This report covers the period 1 July - 31 December 2002.

He Toi whakairo, he mana tangata Artistic excellence ennobles humanity

This six month period has seen the gallery present to the public, an extraordinary large selection of ceramic art work from around New Zealand. Two of the high lights were the Len Castle survey exhibition and book launch, along with the Portage Ceramic Awards 2002. It is wonderful that each of these exhibitions also coincided with publications.

Bronwyn Fletcher our Public Programmes Manager/Assistant Curator, continues to raise the profile of both the gallery and the city. Bronwyn's article for Art New Zealand on the Tibbo exhibition received much positive feedback. This in turn creates great publicity long after the exhibition is down, at the same time contributing to New Zealand art history. Bronwyn has set up a reciprocal publications exchange with other Art Institutes around New Zealand. The result is an increase of art publications to our own library.

Lisa Williams our Administrator/Graphic Designer continues to do an great job of rostering the 30 volunteer Gallery Assistants who monitor the gallery during the week. She has created a lively Gallery Assistants newsletter to keep them in touch with what is happening at the gallery. However, there are many times throughout each roster we have trouble finding volunteer gallery assistants. The gallery will be employing a Task Force Green person to help elevate this problem.

Anna Bates our gallery Education Curator has shared a myriad of skills with local school children and adults. Anna continues to build on her strengths which in turn provide an education programme based on the New Zealand Art Curriculum. This provides schools with high quality programmes that they have come to associate with the education programme at Lopdell House Gallery.

In September we welcomed Julie Johnson to the team as Accounts Clerk. She replaced Moira Woods who was with the gallery for five years. Julie is instigating new procedures to our system, greatly improving communication and efficiency.

Responses to our exhibitions was excellent, with Gallery exhibitions featuring regularly in The New Zealand Herald, the Western Leader, Waitakere Week, The Sunday Star Times, North & South, Metro, NZ House and Garden, Art New Zealand, Art News and the Titirangi Tatler. The Gallery also featured on the Breakfast Show, TV 1 and NZ Radio. Please refer to clippings enclosed with the report.

Sponsorship

The Gallery continues to explore a range of sponsorship opportunities. In this sector the Gallery continued to work closely with Coopers Creek wines. Coopers Creek continues to support the Gallery on a regular basis and the value of their sponsorship is considerable.

The Gallery has a sponsorship with Resene Paints to the usage of 80 litres of paint per year. This represents a sponsorship value in the range of \$1000 per annum.

Westside Printers continue to provide sponsorship for printing and stationery and their assistance and commitment to the Gallery is considerable.

We are developing an excellent relationship with Bayleys Titirangi. They have expressed an interest in continued sponsoring of projects. This year Art on the Beach is sponsored by Bayleys Titirangi and Bayleys West Harbour.

The catalogue for the exhibition of *Heralds and Harbingers* was created with the assistance of a Creative New Zealand grant. Jo Torr's exhibition *The Gauguin Suite* received support from Purfex.

Tourism and Promotion

The Gallery continues to work with Enterprise Waitakere by way of advertising in their various pamphlets.

We are continuing with our mainstream arts advertising, undertake additional promotions of Gallery events and work closely with the Western Leader, numerous magazines and periodicals and update our listings regularly with the Herald and with the Auckland Gallery Guide. Our website also provides information on Gallery events and acts as a beneficial promotional tool. As of December 2002, I extended the gallery's range of programmes to include Studio Open Days that link in with Titirangi Village Market Days, which are the last Sunday of every month. Artists will provide demonstrations and workshops in the studio. There will also be free talks in the gallery at 11 a.m. by artists or gallery staff.

The dissemination of gallery information is to take on a new format this year. The quarterly newsletter will be replaced with an **Exhibition Programme** prior to every exhibition opening. The exhibition programmes will hold information on exhibition, public programmes and education events. The rationale behind this new direction is to reduce printing costs and provide an increase in the budget line for artists fees and in house publications. Various major Art Institutes, both public and private around the country use the **Exhibition Programme** style of information sharing to great effect and efficiency.

Performance Agreement

The performance targets and outcomes, indicate that the Gallery has met its performance agreement with the Council for July - December 2002 and fully anticipates that it will meet its agreement again for the January - June 2003 period.

Six Month Report on Performance Targets to July - December 2002

PERFORMANCE TARGETS

1.1 8 main exhibitions & smaller exhibitions annually
Total annual attendance by at least 28,000

Five main exhibitions, seven smaller exhibitions during July -December

Please refer to Exhibition Attendance for details
July - December 2002 total 15755

Attendance 11,980 exhibitions see Appendix 1 }
Education programmes which have two components, count as
two separate programmes are marked with *
Scheduled for second half of 2003

Number of new visits to the gallery
(by annual survey)

1.2 Exhibitions include profiling at least six City artists
(per annum).

Profiled six (July - December 2002)
Jason Hall, Ted Dutch, Sanderson Kindlysides, Renton Murray,
Stuart Newby, Susannah Bridges.
11 (July - December 2002)

Gallery Talks, Tours of gallery & talk on current
exhibitions. 12 per year

1.3 Involve Maori artists in at least three main exhibitions
or art events (per annum)

Involved four Maori Artists (July - December 2002)
Jason Hall, Richard Bell, Hereora Morehu, James Ormsby

1.4

Five Exhibition/events which addresses the issue of 'cultural diversity' (per annum).

Four exhibitions, (July - December 2002)

1. **JEWELLERY** Richard Bell and Jason Hall - Maori Artists
2. **NEW BRUSH** Leo Ho - Chinese calligraphy & painting
3. **MOMO TOI** James Ormsby - Maori Artist
4. **THE GAUGUIN SUITE** Jo Torr Euro/Pacific

Two Events (July - December 2002)

1. **NEW BRUSH** Leo Ho - Artist Talk
2. **MOMO TOI** James Ormsby - Artist Talk

2.1

Increased contact & joint ventures with tourist operators & Enterprise Waitakere as mutually agreed.

Floor talk organised for Ningbo Delegation for Waitakere City Council. Initiated by Audrey Chan.
UNITEC Tourism students/staff gallery tour and talk.
Gallery information going out to Visitor Centres
Gallery tour & talk given to Auckland War Memorial Museum Educators
Continue to participate
Combined with publicity and support for Marketing the Arts Seminars

Participation in Art Out West brochure

Partnership promotion with Corban Estate Centre when mutually agreed

3.1

Facilitate annual student exhibition in the city

Held in the Waitakere City Council Buildings in September 2002
Art in the City available to schools.

'Art in the City' available to schools outside city on coast recovery basis. To galleries at a reasonable fee.

Increased number of people outside the City attending the Gallery. Conduct one visitor survey annually, the results of which are included in LHS Annual Report

This information is available on our web site & letters to schools.
Travelled to Kelston High, Henderson High and Kaipara College
A Visitor Survey will be conducted in our second half year report

3.2

Plan exhibition programme to support/promote Pasifika, Trash to Fashion, Going West Liaise with organisers of significant events

Glenda Randerson Faces of the Writer exhibition supporting Going West. Fashion Design workshop supporting Trash to Fashion.

3.3

Fifteen separate education events for the year. Number attending, at least 6000 Gallery Talks. Tour of Gallery and talk on current exhibitions. 12 per year Studio Open Days, 12 per year

6 separate education events 1 July - 31 December

Total six months period 3525

11 separate gallery talks for six months period

2 Studio Open Days. Commenced this period

3.4

Provide slide archives for all exhibitions and selected events, and make available to the public.

Created slide archives for 12 exhibitions

Produce at least two exhibition publications or videos, with external funding. Maintain and update web-site

Provided Videos x 3 catalogues x 3
Glenda Randerson, Len Castle & The Portage videos of Heralds and Harbingers - catalogue
Provided financial support for the Len castle publication Portage Ceramic Awards 2002 - catalogue
Provided web updates

4.1

Advise on and provide valuations of artworks when requested.
Provide professional advise to Council on art projects when mutually agreed upon.

Appendix 3

Completed on request

No requests

4.2

Quarterly newsletter (1000) produced and distributed.
Ongoing training and support for team of volunteers gallery assistants.
Provide one exhibition catalogue with internal funding

Newsletter 30 and 31 See Appendix 4

Ongoing training included:- Artists Talks, trip to Corbans. Auckland City Gallery and dealer galleries in the city.
Nancy - catalogue See Appendix 5

<p>5.1 Show an increase in the Friends of Lopdell House and efforts to gain external funding to support the development of the gallery.</p>	<p>Number of Friends to date 165, the number has slowly increased.</p> <p>Portage Charitable Foundation 2002 successful Application to CNZ Oct 2002 declined Application to Logan Campbell Trust declined Application Creative Communities WCC successful</p>
<p>Develop funding plan in partnership with new Trust.</p>	<p>Awaiting formation of Trust</p>
<p>Investigate opportunities for retail capacity within premises. Gallery premises.</p>	<p>Awaiting formation of Trust to consider possibilities within gallery</p>
<p>5.2 Develop a partnership with a new Trust (or other) to facilitate whole house development.</p>	<p>Awaiting formation of Trust</p>
<p>5.3 Develop proposal to Waitakere City Council March 2003 Annual Plan, via submission which will develop the artists residency programme in partnership with McCahon House Trust.</p>	<p>Scheduled for the 2003-04 submission to Annual Plan Funding</p>
<p>5.4 Eight specific programmes aimed at the wider public and distinct from the existing schools education programme per year.</p>	<p>Afternoon Art Seminar Series, Please refer to the Public Programmes Attendance</p>

Art on the Beach, contingent upon external funding being available.

Scheduled for February 2003

6.1

Promote and present ideas at a national/international level through seminars, forums and conferences as appropriate.

Please refer to Anna Bates & Bronwyn Fletchers information Appendix 6

Mary Holehan involved with the following :-

Member of **Sculpture 2001**, Auckland wide group presenting Models & methods for creating Public Sculpture.

Member of Critical Studies Advisory Committee, UNITEC
Member of the McCahon House Trust

Lopdell House Gallery created and toured of *heralds & harbinger* exhibition to Hawkes Bay Exhibition Centre - Hastings

Representative on WACDT

Representative on WACDT 2002 Carol Sinkinson

Develop & continue an active working relationship with CEAC

Ongoing

7.1

Ongoing involvement in the development of an Arts Strategy for the City

Member of the Arts & Culture Strategy Development Steering Committee 2002

8.1

Conduct performance reviews on key staff annually.

Completed

Conduct annually an AGM in accordance with LHS Constitution

Scheduled May 30th 2003

Use best practice financial management practices & procedures

Encompass

Use sound management procedures on a daily basis to manage LHS's objectives.

Encompass