

# **Tyne & Wear Museums Development Trust**

**Registered Charity No. 1055974**

**Annual Report and Accounts**

**Year Ended 31 March 2009**

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## **Trustees, Officers and Advisors**

The Trustees of the Tyne & Wear Museums Development Trust (the 'Trust') have all served in the year, and are:

### **Trustees:**

Chair:

John Hamilton

Councillor, Gateshead Council

William Stephenson

City of Sunderland

Pauline Allen

Councillor, Newcastle City Council

Mary Glindon

Councillor, North Tyneside Council

Tracey Dixon

Councillor, South Tyneside Council

Seconded Trustee:

Ged Bell

Chair of Tyne & Wear Museums Joint Committee  
(Councillor, Newcastle City Council)

The officers of the Trust are employed by Newcastle City Council for and on behalf of Tyne & Wear Museums.

### **Officers:**

#### **Correspondent:**

Alec Coles  
Director

#### **Administration:**

Martin Williams  
Principal Trading and Development Officer

#### **Finance:**

Jackie Reynolds  
Senior Manager: Corporate Affairs

The registered office of the Trust is:

Tyne and Wear Museums  
Discovery Museum  
Blandford Square  
Newcastle upon Tyne  
NE1 4JA

**Advisors:**

**Bankers:**

**City of Newcastle upon Tyne c/o**  
Co-operative Bank PLC  
Norfolk House  
84/86 Grey Street  
Newcastle upon Tyne  
NE1 6BZ

**Solicitors:**

**City of Newcastle upon Tyne c/o**  
Valerie Dodds  
Head of Legal Services  
Civic Centre  
Newcastle upon Tyne

**Independent Examiners:**

**Ryecroft Glenton**  
Chartered Accountants  
32 Portland Terrace  
Newcastle upon Tyne  
NE2 1QP

**Investment Advisors:**

**City of Newcastle upon Tyne c/o**  
Ian Richardson  
Senior Loans & Investments Officer  
Room 151  
Civic Centre  
Barras Bridge  
Newcastle upon Tyne  
NE99 1RD

## **Annual Report of the Tyne & Wear Museums Development Trust**

The Trustees of the Tyne & Wear Museums Development Trust present their annual report for the year ended 31 March 2009 under the Charities Act 1993, together with the draft accounts for the year, and confirm that the latter comply with the requirements of the Act, the Trust Deed and the Charities SORP 2005.

### **REFERENCE AND ADMINISTRATIVE INFORMATION**

The Tyne & Wear Museums Development Trust (The Trust) was established in June 1996 and is registered with the Charity Commission under charity number 1055974.

The names of the Trustees, executive officers and principal address of the Trust are as listed on page 3. Particulars of the Trust's professional advisors are given on page 4.

### **STRUCTURE, GOVERNANCE AND MANAGEMENT**

#### ***Governing Document***

The Trust is governed by its Trust Deed dating from 1996 and amended in 2006.

In 2009, the trustees agreed to change the governing document to allow external scrutiny each year in accordance with Charity Commission requirements by a suitably qualified person appointed by the Trustees. This change enabled the Trust to appoint an independent examiner rather than an auditor for the Trust Accounts 2008/09.

#### ***Trustees***

There are two types of trustee:

- Council Trustees, and
- Secoded Trustees.

There are five Council Trustees who are nominated by the five Tyne and Wear authorities. All Council Trustees automatically retire three years after their nomination, although they are eligible for re-nomination. The council which nominates a Council Trustee has the right to nominate the replacement.

The Council Trustees may from time to time nominate additional persons to be Trustees. These Trustees are known as Secoded Trustees and serve for one year, although they are also eligible for re-election.

#### ***Organisational Management***

The Trustees are legally responsible for the overall management and control of the Trust. They meet, as part of the Joint Committee, a minimum of four times a year and since 2008/09 separate trustee meetings have also been convened. The work of carrying out their policies is carried out by the officers of TWM. The officers of TWM also have delegated responsibility for the day to day running of the Trust.

All trustees give their time voluntarily and received no benefits, remuneration or expenses from the Trust.

### ***Risk Management***

The Trustees are responsible for the management of risk faced by the Trust. Detailed considerations of risk are delegated to the officers of TWM. Risks are identified, assessed and controls established throughout the year. A formal review of the Trust's risk management processes is undertaken on an annual basis.

The key controls used by the Trust include:

- Activities which are designed to support TWM's corporate objectives. There is an annual Corporate Planning process, which includes performance management;
- Feedback from beneficiaries and funders;
- Comprehensive budgetary control, monitoring and reporting arrangements;
- Established organisational structure and lines of reporting;
- Formal written policies; and,
- Clear authorisation.

Through the risk management processes established for the Trust, the Trustees are satisfied that the major risks identified have been adequately mitigated where necessary. It is recognised that the systems can only provide reasonable but not absolute assurance that major risks have been adequately managed.

### **AIMS AND OBJECTIVES FOR THE PUBLIC BENEFIT**

**The objects of the Trust are:**

- To promote the education of the public and business community in the appreciation of the arts and science, by encouraging and guiding them to participate in and contribute to the activities of the museums and galleries situated within the five metropolitan districts of Tyne and Wear and administered by TWM
- To support and assist the museums and galleries situated within the five metropolitan districts of Tyne and Wear and administered by TWM

Trustees can confirm that they have referred to the Charity Commission's general guidance on public benefit when reviewing the Trust's objectives and in planning future activities.

The Trust carries out its objects by raising funds from individual donors, trusts and foundations to support a wide variety of museum activities including:

- Exhibitions and displays
- Capital improvements
- Acquiring objects for the collection

- Conservation and restoration work
- Learning programmes
- Outreach projects with all sections of the community.

By supporting activities like these the Trust is able to help TWM achieve its strategic vision of ensuring everyone has access to museum provision, are able to use this access and to value it for the significant and positive impact that it makes upon their lives.

### ***Objectives for the Year***

This year the focus for trusts and foundations has been:

- Conserve and display two former conservation areas at Arbeia Roman Fort
- Developing new audiences at the Shipley Art Gallery
- TWM's Collections Management Process (CMP) Project
- The *Creative Spirit* gallery of North East Artists at the Laing Art Gallery
- Exhibition projects at Sunderland Museums, Discovery Museum and the Great North Museum

The focus for public donations has been:

- Increase on-site donations
- Deliver a programme of public fundraising for the Great North Museum: Hancock
- Establish a fund for the restoration and conservation of oil paintings
- Increase awareness of legacy giving

### ***Strategies to achieve the year's objectives***

These included:

- Making better targeted applications to trusts and foundations
- Introducing new donation boxes at the Hatton Gallery and the Great North Museum: Hancock
- Working in partnership with Newcastle University to launch the *Be Part of It* public campaign
- Working in partnership with the Public Catalogue Foundation to develop a network of Master Patrons to raise funds for *Oil Paintings in Public Ownership in: Tyne & Wear Museums; County Durham; Northumberland, Tees Valley and Tyne and Wear*
- Advertising in the *Law Society Gazette Charity & Appeals Directory* and creating a new legacy page on the TWM website

### ***Principal activities for the year***

The Trust exists to support the work of TWM. It does not provide museum services directly but has an active role in fundraising for museum activities.

In April 2008, TWM appointed a leading fundraising and management consultant to undertake a fundraising health check and audit of fundraising potential – focusing on donations by individuals. A detailed written report was delivered at the end of June which included recommendations that will inform future activities of the Trust.

This year all public donations have been administered through the Trust and a special fund was created for the restoration and conservation of oil paintings in TWM's collections. The Trustees have been briefed about the work of charities in a range of key areas and have resolved to explore how the Trust should be structured so they can take a more pro-active interest in fundraising.

## **REVIEW OF ACHIEVEMENTS AND PERFORMANCE FOR THE YEAR**

The benefit of the Trust's work is the provision of museum activities that are available to the widest possible audience and brings people in touch with new experiences and perspectives, which can have a positive effect on their lives. The Trustees are pleased that the achievements and performance of the Trust, examples of which are set out below, demonstrate solid progress.

### ***Charitable Trusts and Foundations***

By targeting applications more effectively the success rate from trusts and foundations has increased considerably on the previous year. Overall the Trust has a 28% success rate however this year it rose to 47% with significant grant awards<sup>1</sup> from:

- Northern Rock Foundation (*Shingley Craft Collection, Our Way and Victorian Sunderland*)
- Wolfson Foundation – Museums & Galleries Improvement Fund (*The Creative Spirit gallery*)
- John George Joicey Bequest (*Boxes of Delight*)
- SITA Trust (*Conserve and display two former conservation areas at Arbeia Roman Fort*)
- Sir James Knott Trust (*North East Beat*)
- Esmée Fairbairn Foundation (*Shingley Lates, TWM's CMP project*)
- Charles Hayward Foundation (*Jackie Milburn Restoration Fund*)

*Our Way, Shingley Lates and Victorian Sunderland* are good examples of how public benefit is derived from the Trusts support for TWM's activities.

### ***Our Way***

Deaf people are often discouraged from visiting museums because British Sign Language (BSL) is not readily available. Consultation with Deaf people demonstrated that information delivered direct by a Deaf person, in their own language (as apposed to BSL/English interpreted tours) is the most effective way for Deaf people to engage with museum collections. In order to address this issue, TWM established *Our Way* to

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<sup>1</sup> The grant awards do not appear in the Accounts until the Trust satisfies the conditions of entitlement to the grant.

break down the barriers that currently prevent Deaf people from engaging with museums on an equal level.

By the end of 2008, the project had organised 63 visits for Deaf organisations, 466 Deaf people had participated in a signed tour of a museum, 10 Deaf/BSL users had been recruited to deliver signed tours and more than 3,600 Deaf/BSL users had been involved in networking events. Feedback from Deaf/BSL users attending the tours demonstrated that *Our Way* had achieved its aim of making museums more accessible to Deaf people. One participant said *'Signing brought everything to life – very descriptive – better than just reading information.'*

*Our Way* ended in 2008 but volunteers continue to deliver signed tours in regional museums and a steering group established to develop the project continue to advise TWM on the needs and requirements of Deaf/BSL users.

### ***Shipleys Lates***

On the last Friday of each month from June to September 2008 visitors to the Shipley Art Gallery in Gateshead were offered a series of free after-hours events including music performances, exhibitions, and artist's talks. The purpose of these events was to introduce a new, younger audience to the Shipley and experiment with different ways of exploring themes related to the collection. *Shipleys Lates* proved to be a great success with over 800 people visiting the gallery. One young visitor said:

*'I think it's fantastic, it's about getting people together and about really inspiring people and being interactive... I think that that is exactly what the museum is doing tonight, which is really good.'*

The *Shipleys Lates* appealed to a wide audience, with participants ranging from a local Scouts group to older members of the Shipley Friends. This was a reassuring demonstration that attracting a younger audience with innovative events does not have to be to the detriment of existing audiences who are also looking for new and interesting ways to use their local museum and gallery.

### ***Victorian Sunderland***

*Victorian Sunderland* was presented in two parts with an exhibition of Victorian Sunderland Life called *Boom Town* in Sunderland Museum & Winter Gardens and another called *Success and Scandal*, exploring the life and achievements of George Hudson, a prominent Sunderland entrepreneur, at Monkwearmouth Station Museum. Both exhibitions, which ran from October 2008 to March 2009, explored the importance of the Victorian period in the history of Sunderland and role of Sunderland in the wider community of Britain during the heyday of the Empire. The exhibitions gave people access to rarely seen artefacts such as objects, documents, photographs, and paintings relating to Victorian Sunderland and the opportunity to take part in an activity programme that included school workshops and holiday fun activities for families.

Visitor comments included:

*'Very informative, I enjoy the interactive learning for children'*

*'Absolutely fascinating how we were! Now we can be aware of the enormous changes. Thank you for putting this great exhibition together'*

The exhibitions attracted 118,000 visitors, the holiday fun activities were enjoyed by 1,685 adults and children, and the school workshops involved more than 3,900 pupils.

### **Public Donations**

The Trust exceeded its target for public donations, which have increased significantly on the previous year. Cash donations increased from £14,307 in 2007/08 to £20,573 in 2008/09 with £5,160 being used to acquire objects for the collection and the remainder added to balances and carried forward to 2009/10 for the benefit of individual museums.

In October 2008, the Trust's *Be Part of It* public fundraising campaign was launched by Jonathon Edwards CBE. The campaign, which supports learning and community activities at the new Great North Museum: Hancock, raised £9,000 by 31 March<sup>2</sup>.

The balance of the sales proceeds from *Oil Paintings in Public Ownership in: Tyne & Wear Museums* has been placed in a restricted fund to be used for the restoration and conservation of oil painting in TWM's collections.

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<sup>2</sup> The *Be Part of It* campaign will run until 31 December 2009.

## **ACCOUNTING AND REPORTING RESPONSIBILITIES**

The Charities Act 1993 requires the Trustees of the Tyne & Wear Museums Development Trust to prepare accounts for each financial year which give a true and fair view of its financial activities during the year and its financial position at the end of the year. In preparing the accounts the Trustees should follow best practise, and:

- select suitable accounting policies and apply them consistently;
- make judgements and estimates that are reasonable and prudent;
- follow applicable accounting standards and the Charities SORP, disclosing and explaining any departures in the accounts; and,
- prepare the accounts on the going concern basis unless it is inappropriate to assume the Trust will continue in operation.

The Trustees are responsible for keeping accounting records which are such as to disclose, with reasonable accuracy, the financial position of the Trust at any time, and to enable them as trustees to ensure that the accounts comply with charity law. The Trustees are also responsible for safeguarding the Trust's assets and ensuring their proper application in accordance with charity law, and hence for taking reasonable steps for the prevention and detection of error, fraud and other irregularities.

Approved by the Trustees on 4 December 2009 and signed on its behalf by:

John Hamilton  
Chair of Trustees  
Tyne & Wear Museums Development Trust

## **FINANCIAL REVIEW AND RESULTS FOR THE YEAR**

The outturn position is positive, as the Trust has kept its overall revenue expenditure within budget. The key points are summarised below:

- Total resources expended were £73,633. Of this total, £66,675 (91%) was on direct charitable activities.
- Total incoming resources were £101,831, of which £85,601 (84%) was in the form of grants and donations.
- Grants received included £10,000 from the Esmée Fairbairn Foundation for the *Shipleys Lates*; £10,000 from the Northern Rock Foundation for *Victorian Sunderland*; £15,000 from Charles Hayward Foundation for the *Jackie Milburn Restoration Fund*:
- On-site donations amounted to £20,573 including gift aid, whilst donations to the *Be Part of It* campaign amounted to £9,299.

### ***Reserves Policy***

During 2003/04 the Trustees adopted a Reserves Policy which created a Reserve with funds to finance the audit and administration fees for the next three years. The Reserve is drawn from interest which is earned on the unallocated Trust donations. Previously, the interest was allocated proportionately to each of the donations in the Trust. Now, the Reserve has first call on the interest, ensuring that a Reserve equivalent to the estimated administration and examination fees for the next three years is maintained. Any interest not required by the Reserve continues to be allocated as before.

The review of the policy in 2008/09 concluded that the decision to maintain a reserve for this purpose was prudent, but concluded that the level needed to be revised to reflect increasing governance and support costs associated with increased activity. The principle that the reserve should be equivalent to the estimated costs for the next three years was maintained.

### ***Investment Policy and objectives***

The Trustees' aim is to maximise the total investment return within the objectives of maintaining income, while continuing to preserve the real value of investments. Appropriate investment advice continues to be provided by Newcastle City Council.

## **FUTURE PLANS**

In 2009/10 the focus for the Trust will be to:

- Identify ways in which the Trust should be organised so that Trustees can take a more pro-active interest in fundraising
- Review the objectives of the Trust in the context of public benefit and the merger between Tyne and Wear Museums and Tyne and Wear Archives from 1 April 2009
- Develop a core case for support and promote the Trust's objectives more widely

- Ensure existing donors continue to support the Trust by encouraging them to give more regularly
- Involve major donors with the work of the Trust
- Devote more resources to fundraising from trusts and foundations

**STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED  
31 MARCH 2009**

	<b>Note</b>	<b>Unrestricted Funds</b>	<b>Restricted Funds</b>	<b>Total Funds 2009</b>	<i>Total Funds 2008</i>
		£	£	£	£
<b>Incoming Resources (Note 3)</b>					
<b>Incoming resources from generated funds</b>					
Voluntary Income	3a	20,701	64,900	<b>85,601</b>	137,467
Investment Income	3b	1,842	14,388	<b>16,230</b>	14,803
<b>Incoming resources from charitable activities</b>					
		0	0	0	0
<b>Other incoming resources</b>					
		0	0	0	0
<b>TOTAL INCOMING RESOURCES</b>		<b>22,543</b>	<b>79,288</b>	<b>101,831</b>	<b>152,270</b>
<b>Resources Expended (Notes 4 - 6)</b>					
<b>Costs of generating funds</b>					
Charitable Activities	4a	7,970	61,435	<b>69,405</b>	116,151
Governance Costs	4b	332	3,896	<b>4,228</b>	3,219
<b>TOTAL RESOURCES EXPENDED</b>		<b>8,302</b>	<b>65,331</b>	<b>73,633</b>	<b>119,370</b>
<b>Net Incoming Resources</b>		<b>14,241</b>	<b>13,957</b>	<b>28,198</b>	<b>32,900</b>
<b>Investment gains/losses</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>NET MOVEMENT IN FUNDS (Note 7 &amp; 8)</b>		<b>14,241</b>	<b>13,957</b>	<b>28,198</b>	<b>32,900</b>
		<b>Unrestricted Funds</b>	<b>Restricted Funds</b>	<b>Total</b>	
		£	£	£	
<b>Fund Balances at 1 April 2008</b>		<b>51,509</b>	<b>226,880</b>	<b>278,389</b>	
<b>Fund Balances at 31 March 2009</b>		<b>65,750</b>	<b>240,837</b>	<b>306,587</b>	7 & 8

The notes on pages 16 to 24 form part of these accounts.

**BALANCE SHEET AS AT 31 MARCH 2009**

	Note	Unrestricted Funds	Restricted Funds	Total Funds 2009	Total Funds 2008
		£	£	£	£
<b>Fixed Assets</b>					
Tangible Fixed Assets		0	0	0	0
<b>Total Fixed Assets</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Current Assets</b>					
Debtors & Prepayments		0	0	0	0
Investments		65,750	242,337	308,087	278,389
Cash at Bank & In Hand		0	0	0	
<b>Total Current Assets</b>		<b>65,750</b>	<b>242,337</b>	<b>308,087</b>	<b>278,389</b>
<b>Creditors:</b> amounts falling due within 1 year		0	1,500	1,500	0
<b>Net Current Assets/ (liabilities)</b>		<b>65,750</b>	<b>240,837</b>	<b>306,587</b>	<b>278,389</b>
<b>Total assets less current liabilities</b>		<b>65,750</b>	<b>240,837</b>	<b>306,587</b>	<b>278,389</b>
<b>Creditors:</b> amounts falling due after more than 1 year		0	0	0	0
<b>Total Net Assets</b>		<b>65,750</b>	<b>240,837</b>	<b>306,587</b>	<b>278,389</b>
<b>Funds of the Trust</b>					
Unrestricted funds	8	65,750	0	65,750	51,509
Restricted income funds	7	0	240,837	240,837	226,880
<b>Total Funds</b>		<b>65,750</b>	<b>240,837</b>	<b>306,587</b>	<b>278,389</b>

Approved by the Trustees on 4 December 2009

John Hamilton  
Chair of Trustees  
Tyne and Wear Museums Development Trust

The notes on pages 16 to 24 form part of these accounts.

## NOTES TO THE ACCOUNTS

### 1. Basis of preparation

#### 1.1 Basis of Accounts Preparation

The accounts are prepared under the historical cost convention, in accordance with:

- Accounting and Reporting for Charities – Statement of Recommended Practice (SORP 2005); and,
- with Accounting Standards; and,
- with the Charities Act 1993.

#### 1.2 Change in basis of accounting

There has been no change to the accounting policies (valuation rules and methods of accounting) since last year.

#### 1.3 Changes to previous accounts

No changes have been made to accounts for previous years.

### 2. Statement of Accounting Policies

#### Incoming Resources

##### Recognition of incoming resources

These are included in the Statement of Financial Activities (SoFA) when:

- the charity becomes entitled to the resources;
- the trustees are virtually certain they will receive the resources; and
- the monetary value can be measured with sufficient reliability.

##### Incoming resources with related expenditure

Where incoming resources have related expenditure (as with fundraising or contract income) the incoming resources and related expenditure are reported gross in the SoFA.

##### Grants and donations

Grants and donations are only included in the SoFA when the charity has unconditional entitlement to the resources.

##### Investment Income

This is included in the accounts when receivable.

## **Expenditure and Liabilities**

- Liability Recognition** Liabilities are recognised as soon as there is a legal or constructive obligation committing the Trust to pay out resources.
- Governance Costs** Include costs of the preparation and examination of statutory accounts, the costs of trustee meetings and cost of any legal advice to the trustees on governance or constitutional matters.
- Support costs** Support costs include central functions and have been allocated to activity cost categories on a basis consistent with the use of resources, e.g. staff costs by the time spent and other costs by their usage.

## **Assets**

- Tangible fixed assets** The trust has no tangible fixed assets.
- Investments** The Trusts investments represent its cash balances.

### 3. Analysis of incoming resources

3a: Voluntary Income	2009		2009 Total Funds £	2008 Total Funds £
	Unrestricted Funds £	Restricted Funds £		
Esmée Fairbairn Foundation: <i>Shingley Lates</i> (Shingley Art Gallery)	0	10,000	10,000	0
Northern Rock Foundation: <i>Our Way- British Sign Language (BSL) in Museums &amp; Galleries</i> (Tyne and Wear Museums)	0	0	0	12,500
Northern Rock Foundation: <i>Victorian Sunderland</i> (Sunderland Museum and Winter Gardens)	0	10,000	10,000	0
Pilgrim Trust Charles Hayward Foundation <i>Jackie Milburn Restoration</i> (Stephenson Railway Museum)	0 0	5,000 15,000	5,000 15,000	0 0
Public Donations: <i>Great North Museum- Be Part of It</i> Public Donations: <i>General Fund-raising</i>	0 20,573 128	9,299 0 0	9,299 20,573 128	36 63,429 502
Shingley Trust: <i>Designs for Life</i> (Shingley Art Gallery)	0	0	0	36,000
Northern Rock Foundation: <i>Remembering Slavery</i> (Tyne and Wear Museums)	0	0	0	15,000
Gillian Dickinson Trust <i>Culture Shock</i> (Tyne and Wear Museums)	0	0	0	10,000
Sir James Knott Trust <i>North East Beat</i> (Tyne and Wear Museums)	0	5,000	5,000	0
Public Catalogue Foundation <i>Balance of Sales</i> (Tyne and Wear Museums)	0	3,601	3,601	0
John George Joicey Bequest <i>Boxes of Delight</i> (Tyne and Wear Museums)	0	3,000	3,000	0
Newcastle City Council Lord Majors Fund <i>Discovery Revisioning</i> (Discovery Museum)	0	4,000	4,000	0
<b>Total</b>	<b>20,701</b>	<b>64,900</b>	<b>85,601</b>	<b>137,467</b>

3b: Investment Income	2009		2009 Total Funds £	2008 Total Funds £
	Unrestricted Funds £	Restricted Funds £		
Bank Interest	1,842	14,388	16,230	14,803
<b>Total</b>	<b>1,842</b>	<b>14,388</b>	<b>16,230</b>	<b>14,803</b>

#### 4. Analysis of resources expended

4a: Charitable activities	2009		2009 Total Funds £	2008 Total Funds £
	Unrestricted Funds £	Restricted Funds £		
Catherine Cookson Charitable Trust: South Shields Museum: <i>Redevelopment</i>	0	0	0	14,095
Shipley Trust: Shipley Art Gallery <i>Designs for Life</i>	0	0	0	36,229
Esmée Fairbairn Foundation: Shipley Art Gallery <i>Designs for Life</i>	0	0	0	10,064
Esmée Fairbairn Foundation: Shipley Art Gallery <i>Shipley Lates</i>	0	10,102	10,102	0
Northern Rock Foundation: Tyne and Wear Museums <i>Remembering Slavery</i>	0	0	0	15,095
<i>Andrew Weir Shipping</i> Tyne and Wear Museums <i>Regional Museums Store</i>	0	0	0	11,674
Northern Rock Foundation: Shipley Art Gallery: <i>Contemporary Craft Gallery</i>	0	0	0	1,179
Northern Rock Foundation: Sunderland Museum and Winter Gardens <i>Victorian Sunderland</i>	0	10,102	10,102	0
Charles Hayward Foundation Stephenson Railway Museum <i>Jackie Milburn Restoration</i>	0	7,717	7,717	0
WA Handley Charity Trust: Tyne and Wear Museums: <i>Museums Fortnight Fest.</i>	0	0	0	135
Northern Rock Foundation: Shipley Art Gallery <i>Northern Rock Craft Acquisition Fund</i>	0	4,288	4,288	13,181
Northern Rock Foundation: Tyne and Wear Museums Our Way - British Sign Language (BSL) in Museums and Galleries	0	25,255	25,255	0
Newcastle City Council Lord Majors Fund (Discovery Museum) <i>Discovery Revisioning</i>	0	2,909	2,909	0
Public Catalogue Foundation Tyne and Wear Museums <i>Public Catalogue Foundation</i>	0	1,062	1,062	0
Public Donations Tyne and Wear Museums	7,970	0	7,970	14,499
<b>Total</b>	<b>7,970</b>	<b>61,435</b>	<b>69,405</b>	<b>116,151</b>

Resources expended include support costs associated with charitable activity which are identified in Note 5.

4b: Governance Costs	2009		2009 Total Costs £	2008 Total Costs £
	Unrestricted Funds £	Restricted Funds £		
Auditors Fee	118	1,382	1,500	1,250
Other	214	2,514	2,728	1,969
<b>Total</b>	<b>332</b>	<b>3,896</b>	<b>4,228</b>	<b>3,219</b>

## 5. Support Costs

Support cost type	Charitable Activity £	Governance Costs £	Total Costs £
General Finance & Administration tasks	2,730	0	2,730
Preparation of Annual Accounts	0	1,221	1,221
Completion of Charity Returns	0	231	231
Preparation of Annual Report	0	100	100
Travel & Training	0	298	298
Other Report Preparation & Attendance at Trustee meetings	0	878	878
<b>Total</b>	<b>2,730</b>	<b>2,728</b>	<b>5,458</b>

The Trust does not employ any staff directly. Employees of Newcastle City Council employed on behalf of Tyne and Wear Museums undertake duties on behalf of the Trust as part of their employment, as the Trust was created to support and assist the museums and galleries administered by TWM. Duties include preparing the accounts and annual report, fund-raising and general administration. The time spent of Trust duties is recorded and recharged to the Trust on an at cost basis.

## 6. Investment Assets

Analysis of Investments	Value at year end £	Income from investments for the year £
Investments	308,087	16,230
<b>Total</b>	<b>308,087</b>	<b>16,230</b>

## 7. Restricted Funds Movement in Year

Ref	Fund Names	Balance at 1 April 2008 £	Incoming Resources £	Outgoing resources £	Investment gains £	Balance at 31 March 2009 £
1	Andrew Weir Shipping: Regional Museum Store: <i>Conservation</i>	6,440	0	0	0	6,440
2	Northern Rock Foundation: ShIPLEY Art Gallery: <i>Craft Acquisition Fund</i>	126,962	0	4,245	0	122,717
3	Northern Rock Foundation: Tyne and Wear Museums <i>Our Way- British Sign Language (BSL) in Museums &amp; Galleries</i>	25,000	0	25,000	0	0
4	Northern Rock Foundation: Tyne and Wear Museums <i>Victorian Sunderland</i>	0	10,000	10,000	0	0
5	Garfield Weston Foundation: Sir James Knott Trust: Catherine Cookson Charitable Trust: Public Donations Charles Hayward Foundation Pilgrim Trust Stephenson Railway Museum <i>Jackie Milburn Restoration.</i>	30,000 5,000 3,000 2,832 0	0 0 0 15,000 5,000	0 0 0 7,639 0	0 0 0 0 0	30,000 5,000 3,000 2,832 7,361 5,000
6	Public Donations: <i>Regional Resource Centre GNM- Be Part of It</i>	30 36	9,299	0 0	0 0	30 9,335
7	Gillian Dickinson Trust <i>Culture Shock</i>	10,000	0	0	0	10,000
8	Esmée Fairbairn Foundation ShIPLEY Art Gallery: <i>ShIPLEY Lates</i>	0	10,000	10,000	0	0
9	Sir James Knott Trust <i>North East Beat</i>	0	5,000	0	0	5,000
10	Restoration of Paintings <i>Balance of Sales PCF</i>	0	3,601	1,062	0	2,539
11	Trustees of John George Joicey Bequest <i>Boxes of Delight</i>	0	3,000	0	0	3,000
12	Newcastle City Council Lord Mayors Trust <i>Discovery Re-visioning</i>	0	4,000	2,879	0	1,121
13	Reserves	17,580	0	4,506	14,388	27,462
	<b>Total Funds</b>	<b>226,880</b>	<b>64,900</b>	<b>65,331</b>	<b>14,388</b>	<b>240,837</b>

### Notes on future use of restricted funds

#### **Ref: 1. Andrew Weir Shipping, Regional Museums Store**

The donation from Andrew Weir Shipping was made, and is set aside, for the long-term benefit of the TWM industrial and maritime collections held at the

Regional Museums Store (RMS) at Beamish. It is intended to make use of this resource for the preventive and remedial conservation of these collections, and in particular to improve their condition and appearance for the benefit of visitors to the RMS. To maximise the benefit of the donation, it is being used to provide match funding to lever other grants which are available from time to time for this purpose (for example the MLA PRISM Fund) and also to respond to other opportunities, such as supporting the involvement of skilled and experienced volunteers. Therefore, the donation will be utilised over several years. Approximately £2,500 of the funding will be utilised in 2009/10 on further work on the Doxford engine, which will be matched by volunteer input.

***Ref: 2. Northern Rock Foundation, Shipley Art Gallery, Craft Acquisition Fund***

The sum of £300,000 has been awarded by the Northern Rock Foundation to develop contemporary craft collections of national significance in the North East region focused on the Shipley Art Gallery and the Middleborough Institute for Modern Art (mima). The grant has been equally divided between the two venues for the purchase of contemporary craft over a five year period. The grant has been awarded as one single payment to each venue in order to receive the extra benefit of interest which will enhance buying capability. An acquisitions panel has been established by the Shipley to support and advise on the purchasing of craft. The appointment of a Keeper of Art has ensured this project is now progressing satisfactorily. The project objectives are below:

Project Objectives

- To develop contemporary craft collections of national significance;
- to ensure that the acquisitions policies and resulting collections of the two institutions are both coherent and complementary;
- to ensure that the collections of the two institutions are developed as part of a national framework for craft collections and take due account of the nature and scope of other collections;
- to ensure that potential public benefit informs the acquisition programmes, in terms of developing public awareness of and engagement with contemporary craft;
- to use the core funding provided by the Northern Rock Foundation to lever in additional resources to maximise the impact of the project.

***Ref: 5. Various Sources: The Jackie Milburn Restoration Fund***

The Jackie Milburn Restoration Fund represents grants and donations toward the project to restore to operation the steam locomotive 'Jackie Milburn' at the Stephenson Railway Museum. The project is to be substantially resourced by the Heritage Lottery Fund (HLF). The Fund is holding money which was donated to the project in advance of the formal start of the project. Work in 2008/09 was predominantly focused on offsite repair work to the boiler and firebox. This work is substantially complete at the end of March 2009 and the boiler will be returned to Stephenson Railway Museum in the summer of 2009 for the final onsite restoration works.

**Ref: 6. Public Donations: Regional Resource Centre / Great North Museum – Be Part of It campaign**

These donations from the public will be expended on the specified projects. This includes donations generated by the *Be Part of It* campaign at the Great North Museum: Hancock. This income will be used to support the delivery of inspirational learning and community programmes for children and families at the new museum.

**Ref: 7. Gillian Dickinson Trust: Culture Shock**

Fundraising for Culture Shock was completed in March 2008 and main project activity began in September 2008. Over 100 digital stories have now been created. The funding will be drawn down, as required for project cash flow, in the period June 2008 - September 2010, with the main drawdown likely to be in the period April - September 2010.

**Ref: 9. Sir James Knott Trust: North East Beat Musical History**

The sum of £5,000 has been awarded to this project. North East Beat celebrates the vibrant musical history of Tyne and Wear from the 1940's to the current day. The main element is a touring exhibition. TWM's Outreach team will deliver three projects at Newcastle, Sunderland and South Shields. They will work with hard to reach young people and will tailor each project to the individual groups' interests with the aim of engaging them with the exhibition and the theme of music. The donation will be utilised within 2009/10.

**Ref: 10. Restoration and conservation of oil paintings**

The balance of the sales proceeds from *Oil Paintings in Public Ownership in Tyne & Wear Museums* has been placed in a restricted fund to be used for the restoration and conservation of oil paintings in TWM's collections

**Ref: 11. John George Joicey Bequest: Boxes of Delight**

Tyne & Wear Archives & Museums runs a free artefact loans box service for schools and other educational establishments. Boxes have been developed and improved over many years to engage and involve children, young people and their teachers in high quality and stimulating hands-on learning experiences. An annual contribution of £3,000 has been offered by the Trustees of the John George Joicey Bequest for the continued enhancement and development of TWM's loans box scheme.

The first £3,000 was released in November 2008, allowing for developments to take place over the following 10 months. Developments will be reported on at the annual Trustees meeting each autumn before a decision is made to release further funding. This timescale allows for initial consultation with teachers over themes, in addition to sourcing of objects. This then allows for a window of six weeks during the summer to complete new boxes and upgrade existing boxes whilst schools are closed, enabling TWM to utilise all funds before the annual Trustees meeting.

**Ref: 12. Newcastle City Council Lord Mayors Trust: Discovery Re-visioning**

As part of the redevelopment of Discovery Museum to ensure that it continues to be relevant to users and communities, a major consultation and evaluation exercise is taking place in 2009/10. This involves using participatory evaluation techniques to consult with current and potential visitors, funders, stakeholders, experts and specialists. The sum in the Trust identified for Discovery Re-visioning will be spent across financial years 2009/10 and 2010/11 as part of the development of this consultation which will inform funding bids to be submitted in 2010/11 for redevelopment works. The consultation will allow effective prioritisation of the redevelopment programme.

**Ref: 13. Reserves**

In accordance with the Reserves Policy, the reserve is maintained at a level estimated to meet the audit and administration fees for the next three years. The Reserve is drawn from interest which is earned on the unallocated Trust donations.

**8. Un-restricted Funds: Movement in Year**

Ref	Fund Names	Balance at 1 April 2008 £	Incoming Resources £	Outgoing resources £	Investment gains £	Balance at 31 March 2009 £
1	Fundraising: <i>General</i>	502	127	0	0	629
2	Public Donations: <i>General</i>	51,007	20,574	6,460	0	65,121
3	Investment Income	0	0	1,842	1,842	0
	<b>Total Funds</b>	<b>51,509</b>	<b>20,701</b>	<b>8,302</b>	<b>1,842</b>	<b>65,750</b>

Public donations will be utilised to further the objectives of the individual museum in which the donation was made.

**9. Disclosure of related party transactions**

The Trust is required to disclose material transactions with related parties – bodies or individuals that have the potential to control or influence the Trust or to be controlled or influenced by the Trust. Disclosure of these transactions allows readers to assess the extent to which the Trust might have been constrained in its ability to operate independently or might have secured the ability to limit another party's ability to bargain freely with the Trust.

Trustees have direct control over the Trust's financial and operating policies. During 2008/09, the Trust did not receive any funding or make any payments to any organisation in which any Trustee had an interest.

**TYNE & WEAR MUSEUMS DEVELOPMENT TRUST**

**INDEPENDENT EXAMINER'S REPORT  
FOR THE YEAR ENDED 31 MARCH 2009**

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF TYNE & WEAR MUSEUMS  
DEVELOPMENT TRUST**

I report on the accounts of the charity for the year ended 31 March 2009 which are set out on pages 14 to 24.

This report is made solely to the charity's Trustees, as a body, in accordance with Section 43 of the Charities Act 1993 and regulations made under section 44 of that Act. My work has been undertaken so that I might state to the charity's Trustees those matters I am required to state to them in an Independent examiner's report and for no other purpose. To the fullest extent permitted by law, I do not accept or assume responsibility to anyone other than the charity and the charity's Trustees as a body, for my work, for this report, or for the opinions I have formed.

**RESPECTIVE RESPONSIBILITIES OF TRUSTEES AND EXAMINER**

The charity's Trustees are responsible for the preparation of the accounts, and they consider that an audit is not required for this year under section 43(2) of the Charities Act 1993 (the Act) and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 43 of the Act;
- follow the procedures laid down in the general Directions given by the Charity Commission under section 43 (7)(b) of the Act; and
- state whether particular matters have come to my attention.

**BASIS OF INDEPENDENT EXAMINER'S REPORT**

My examination was carried out in accordance with the general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as Trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the financial statements present a "true and fair view" and the report is limited to those matters set out in the statement below.

**TYNE & WEAR MUSEUMS DEVELOPMENT TRUST**

**INDEPENDENT EXAMINER'S REPORT (continued)  
FOR THE YEAR ENDED 31 MARCH 2009**

**INDEPENDENT EXAMINER'S STATEMENT**

In connection with my examination, no matter has come to my attention:

(1) which gives me reasonable cause to believe that in any material respect the requirements:

- to keep accounting records in accordance with section 41 of the Act; and
- to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Act

have not been met; or

(2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Signed:

Dated:

Detlev Anderson Chartered Accountant

Ryecroft Glenton  
32 Portland Terrace  
Jesmond  
Newcastle upon Tyne  
NE2 1QP