



## **NOTICE OF MEETING**

**Notice is hereby given of the Meeting of the City Centre Heritage Subcommittee to be held in the Council Chambers, First Floor, Civic Theatre, 88 Tay Street, Invercargill on Wednesday 30 October 2024 at 3.00 pm**

Cr L F Soper (Chair)  
Cr T Campbell  
Cr A J Arnold  
Cr P W Kett

MICHAEL DAY  
CHIEF EXECUTIVE

## City Centre Heritage Subcommittee - Public

30 October 2024 03:00 PM

<b>Agenda Topic</b>	<b>Page</b>
1. Apologies	
2. Declaration of Interests	
a. Members are reminded of the need to stand aside from decision-making when a conflict arises between their role as an elected representative and any private or other external interest they might have.	
b. Elected members are reminded to update their register of interests as soon as practicable, including amending the register at this meeting if necessary.	
3. <a href="#">Minutes of the City Centre Heritage Subcommittee Meeting Held on 1 May 2024 (A5335720)</a>	4
4. <a href="#">Minutes of the Extraordinary City Centre Heritage Subcommittee Meeting Held on 29 May 2024 (A5383114)</a>	5
5. <a href="#">Update on City Centre Heritage Strategy Progress (A5590340)</a>	7
6. Public Excluded Session	

**Public Excluded Session**

Moved , seconded that the public be excluded from the following parts of the proceedings of this meeting, namely:

- a) Minutes of the Public Excluded Session of the City Centre Heritage Subcommittee Meeting Held on 1 May 2024
- b) Minutes of the Public Excluded Session of the Extraordinary City Centre Heritage Subcommittee Meeting Held on 29 May 2024

The general subject of each matter to be considered while the public is excluded, the reason for passing this resolution in relation to each matter, and the specific grounds under section 48(1) of the Local Government Official Information and Meetings Act 1987 for the passing of this resolution are as follows:

<b>General subject of each matter to be considered</b>	<b>Reason for passing this resolution in relation to each matter</b>	<b>Ground(s) under Section 48(1) for the passing of this resolution</b>
a) Minutes of the Public Excluded Session of the City Centre Heritage Subcommittee Meeting Held on 1 May 2024	<b>Section 7(2)(h)</b> Enable any local authority holding the information to carry on, without prejudice or disadvantage, commercial activities	<b>Section 48(1)(a)</b> That the public conduct of this item would be likely to result in the disclosure of information for which good reason for withholding would exist under Section 7
b) Minutes of the Public Excluded Session of the Extraordinary City Centre Heritage Subcommittee Meeting Held on 29 May 2024	<b>Section 7(2)(h)</b> Enable any local authority holding the information to carry on, without prejudice or disadvantage, commercial activities	<b>Section 48(1)(a)</b> That the public conduct of this item would be likely to result in the disclosure of information for which good reason for withholding would exist under Section 7

**MINUTES OF THE MEETING OF THE CITY CENTRE HERITAGE SUBCOMMITTEE HELD IN THE COUNCIL CHAMBER, FIRST FLOOR, TE HĪNAKI CIVIC BUILDING, 101 ESK STREET, INVERCARGILL, ON WEDNESDAY 1 MAY 2024 AT 3.00 PM**

**Present:** Cr L F Soper (Chair)  
Cr A J Arnold  
Cr P W Kett

**In Attendance:** Ms S Baxter – Planner – Heritage and Urban Design  
Ms Anne Duncan – Manager Planning and Building Services(via zoom)  
Miss M Tupara – Executive Support

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**1. Apologies**

Cr T Campbell.

Moved Cr Soper, seconded Cr Arnold and **RESOLVED** that the apology be accepted.

**2. Declaration of Interests**

Nil.

**3. Minutes of the City Centre Heritage Subcommittee Meeting Held on 13 December 2023**

A5091662

Moved Cr Kett, seconded Cr Arnold and **RESOLVED** that the minutes of the City Centre Heritage Subcommittee meeting held on 13 December 2023 be confirmed.

**4. Public Excluded Session**

Moved Cr Soper, seconded Cr Kett that the public be excluded from the following parts of the proceedings of this meeting, namely:

a) Annual Award of Heritage Funding

The general subject of each matter to be considered while the public is excluded, the reason for passing this resolution in relation to each matter, and the specific grounds under section 48(1) of the Local Government Official Information and Meetings Act 1987 for the passing of this resolution are as follows:

<b>General subject of each matter to be considered</b>	<b>Reason for passing this resolution in relation to each matter</b>	<b>Ground(s) under Section 48(1) for the passing of this resolution</b>
a) Annual Award of Heritage Funding	<b>Section 7(2)(h)</b> Enable any local authority holding the information to carry on, without prejudice or disadvantage, commercial activities	<b>Section 48(1)(a)</b> That the public conduct of this item would be likely to result in the disclosure of information for which good reason for withholding would exist under Section 7

There being no further business, the meeting finished at 3.45 pm.

A5335720

**MINUTES OF THE EXTRAORDINARY MEETING OF THE CITY CENTRE HERITAGE  
SUBCOMMITTEE HELD IN THE COMMITTEE ROOM, FIRST FLOOR, TE HĪNAKI CIVIC  
BUILDING, 101 ESK STREET, INVERCARGILL, ON WEDNESDAY 29 MAY 2024 AT 3.00 PM**

**Present:** Cr L F Soper (Chair)  
Cr T Campbell  
Cr A J Arnold  
Cr P W Kett

**In Attendance:** Ms S Baxter – Planner – Heritage and Urban Design  
Miss M Tupara – Executive Support

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Cr Soper welcomed the Subcommittee to the meeting and noted that this meeting was advertised as an Extraordinary meeting, however, it was an ordinary meeting that had been moved forward from June to provide owners with funding clarification as soon as possible. The minutes from the last meeting are able to be reviewed by the Subcommittee at this meeting but will need to be confirmed at the next scheduled ordinary meeting. Ms Baxter advised that she was contacted by Cr Soper on 2 May 2024 regarding the changes to the Long-term Plan (LTP) budgets following the Councillor's workshop held on 30 April 2024. Ms Baxter promptly apologised to the owners who had already been told they were awarded funding, advised them of the changes in the funding budget and that she would be in contact as soon as possible.

**1. Apologies**

Nil.

**2. Declaration of Interests**

Nil.

**3. Minutes of the City Centre Heritage Subcommittee Meeting Held on 1 May 2024**

A5335720

Moved Cr Soper seconded Cr Kett and **RESOLVED** that the minutes of the City Centre Heritage Subcommittee meeting held on 1 May 2024 be received.

**4. Heritage South 2024/2025 Accountability Agreement**

A5360739

Ms Baxter advised the Committee that Council annually donated \$3,000 to Heritage South towards events held during Southland Heritage Month that pertain specifically to the built heritage of the city centre. Heritage South had recently requested that Council consider updating the Accountability Agreement to allow the donation to be put towards events (of the same focus) held outside Southland Heritage Month (March).

Cr Arnold raised a query regarding whether Heritage South was aware that no extra funds would be awarded other than the \$3000 initially agreed upon. Ms Baxter advised that there was no change to the funding amount, just the timeframe.

Cr Campbell raised a query regarding the agreement terminology and advised that it excludes Bluff. The Subcommittee discussed the unfairness of exclusions due to the specific wording of 'City Centre' in the agreement. Ms Baxter advised that the wording reflects the geographical focus of the City Centre Heritage Strategy. Cr Campbell advised that the Subcommittee could discuss potential changes to wording in the agreement before the 2025/2026 Accountability Agreement was drafted next year.

Ms Baxter advised that Heritage South were very grateful and would appreciate the change in wording so they could access the funds outside of Heritage Month.

Moved Cr Campbell, seconded Cr Kett and **RESOLVED** that the City Centre Heritage Subcommittee:

1. Receives the report "Heritage South 2024/2025 Accountability Agreement".
2. Resolves to approve updates to the Agreement (Appendix 1).

## 5. Public Excluded Session

Moved Cr Soper, seconded Cr Campbell that the public be excluded from the following parts of the proceedings of this meeting, namely:

- a) Revised Award of Built Heritage Funding

The general subject of each matter to be considered while the public was excluded, the reason for passing this resolution in relation to each matter, and the specific grounds under section 48(1) of the Local Government Official Information and Meetings Act 1987 for the passing of this resolution are as follows:

<b>General subject of each matter to be considered</b>	<b>Reason for passing this resolution in relation to each matter</b>	<b>Ground(s) under Section 48(1) for the passing of this resolution</b>
a) Revised Award of Built Heritage Funding	<b>Section 7(2)(h)</b> Enable any local authority holding the information to carry on, without prejudice or disadvantage, commercial activities	<b>Section 48(1)(a)</b> That the public conduct of this item would be likely to result in the disclosure of information for which good reason for withholding would exist under Section 7

There being no further business, the meeting finished at 3.33 pm.

## UPDATE ON CITY CENTRE HERITAGE STRATEGY PROGRESS

<b>To:</b>	City Centre Heritage Subcommittee
<b>Meeting Date:</b>	Wednesday 30 October 2024
<b>From:</b>	Shannon Baxter – Planner - Heritage and Urban Design
<b>Approved:</b>	Jonathan Shaw - Group Manager - Consenting and Environment
<b>Approved Date:</b>	Tuesday 22 October 2024
<b>Open Agenda:</b>	Yes
<b>Public Excluded Agenda:</b>	No

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### Purpose and Summary

The purpose of this report is to provide the City Centre Heritage Subcommittee with an update on progress made for the City Centre Heritage Strategy and associated deliverables since the last meeting (29 May 2024).

### Recommendations

That the City Centre Heritage Subcommittee:

1. Receives the report "Update on City Centre Heritage Strategy Progress".

### Background

1. Heritage funding:
  - a. Progress Made on Round 5 (2023-2024) Awarded Works:
    - i. Lennel (102 Albert Street):
      - Partial funding (\$28,559) has been uplifted for portions of the following work: roof replacement, roof insulation, earthworks, scaffolding, and interior building repairs.
      - Staff have been advised by the owner that the remainder of the funding will be forfeited, leaving \$21,953 to be uplifted.
    - ii. (Former) Dee Street Maternity Hospital (194 Dee Street):
      - Condition assessment work by Origin consultants is underway.
      - Seismic strengthening report is currently underway.

- iii. Trenthouse (61 A-E Tay Street):
    - Full funding (\$7,000) has been uplifted for seismic strengthening detail design.
    - Full funding (\$50,000) has been uplifted for strengthening works.
  - iv. Several applicants are waiting for the weather to improve before undertaking exterior works. Council staff are in regular contact with them regarding timelines. Applicants are aware work is to be completed and invoiced by May 2025.
- b. Possible changes to funding Round 6 (2024/2025):
- i. It has been recommended by Finance that the timing of our funding round changes. They have suggested the annual funding round (typically closing in early March) instead close in May to allow the Subcommittee to award funds after the Annual Plan is signed off in late June and budgets are confirmed.
  - ii. It has also been recommended that applicants have a shorter timeframe to complete the works. At the moment they have one year to complete and another year to uplift the funding. In order to better align with the annual plan, Finance has suggested to amend the timeframe for completion of works and uplift of funding to ten months.
  - iii. Any decisions about changes to the funding programme is to be confirmed at a future date.
2. Strategy deliverables:
- a. City Centre Heritage Design Guidelines:
    - i. Work has begun on the third, and final, guideline document. Text is complete and consultant is working on illustrations.
  - b. Interpretive Funding:
    - i. Oral History Project - Heritage South unveiled their website in late August 2024, partially funded by Council's Heritage funds. Three heritage buildings have been profiled so far; the information focuses on stories/memories associated with the buildings. More buildings will be added with time.
    - ii. No heritage interpretation funding is going forward due to changes to the Heritage Strategy budget.
  - c. Heritage Month 2025:
    - i. Heritage New Zealand Pouhere Taonga has requested Council assistance with organising a talk on insuring heritage buildings during Heritage Month. This is in response to them seeing misinformation on the subject nationwide.



- d. Sharing Local Heritage news:
  - i. Planning staff are to work with the Communications team to clarify what heritage content will be posted and how to increase visibility of heritage funding.
- 3. Miscellaneous Heritage Items:
  - a. Several heritage properties are currently on sale or going to market (Masonic Hall, Briscoe's Building, Commodore Apartments and Yule House).
  - b. Various heritage owners are looking for additional revenue streams during tight times. As such, the Planning team is seeing an increase in resource consent enquiries for heritage building alterations.

### **Issues**

The implementation of the City Centre Heritage Strategy encourages support the retention of our heritage buildings.

### **Next Steps**

There are no actions or follow-up reports required as a consequence of this report.