



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 9 April 2025 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

09 April 2025 03:00 PM

Agenda Topic	Page
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. Minutes of the City Centre Heritage Subcommittee Meeting Held on 30 October 2024 (A5599363)	4
4. Progress Update on City Centre Heritage Strategy (A5810629)	7
4.1 Appendix 1 - Progress Photos – Funded Projects (A5813262)	10
5. Award of Defaulted 2024/2025 Built Heritage Funding (A5810605)	12
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 30 October 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:

General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Ground(s) under Section 48(1) for the passing of this resolution
a) Minutes of the Public Excluded Session of the City Centre Heritage Subcommittee Meeting Held on 30 October 2024	Section 7(2)(h) Enable any local authority holding the information to carry on, without prejudice or disadvantage, commercial activities	Section 48(1)(a) 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, CIVIC THEATRE, 88 TAY STREET, INVERCARGILL, ON WEDNESDAY 30 OCTOBER 2024 AT 3.22 PM

Present: Cr L F Soper (Chair)
Cr A J Arnold

In Attendance: Ms S Baxter – Planner – Heritage and Urban Design
Ms D Hallas – Executive Support

1. Apologies

Cr P W Kett and Cr T Campbell

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

2. Declaration of Interests

Nil.

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

A5335720

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

4. Minutes of the Extraordinary City Centre Heritage Subcommittee Meeting Held on 29 May 2024

A5383114

Moved Cr Arnold, seconded Cr Soper and **RESOLVED** that the minutes of the City Centre Heritage Subcommittee meeting held on 29 May 2024 be confirmed.

5. Update on City Centre Heritage Strategy Progress

A5590340

Ms Shannon Baxter spoke to the report.

An update on Lennel House was provided and it was advised that the remaining funding of \$21,953 would be forfeited due to personal circumstances. The current owners will likely be selling, but wanted to pass on their thanks to Council for their support of their heritage enhancement work.

It was noted that vast improvements had already been made to the property under their ownership. Once the property was sold the new owners would be advised of the funding available to continue the same type of work with the same scope. Ms Baxter advised that if a buyer was not found in a timely manner, or the new owners were not keen to carry out the same scope of work, she would ask the finance department if the forfeited balance of \$21,953 could be carried over to the next funding round.

Ms Baxter noted that she visited the Dee Street Maternity Hospital site in August while Origin Consultants were down working on the Condition Assessment Report. Work on the seismic reporting by Lewis Bradford was also progressing well. The Trust had hired a project manager to help manage the various works and staging as they move forward.

The new owners of Trent House had uplifted their funding for both seismic reporting and seismic strengthening. This was the second heritage building they had purchased in Invercargill and their progress on upgrading both had been positive.

Due to weather conditions several owners had been delayed in completing their exterior works; all owners were aware the works must be completed by May 2025.

The finance department had recommended the timing of the heritage funding round to be changed to May to allow the Subcommittee to award funds after the Annual Plan was signed off and their final budget was known. This would mean applicants would have a shorter timeframe (of only 10 months) to complete the work and uplift the funding. Ms Baxter noted this would be the shortest timeframe required by a council nationally, as typically it ranged from 12-24 months.

Cr Arnold advised that aligning with the Annual Plan did make sense and made it easier for funding. However, he noted that shorter timeframes may make completing the projects difficult considering Invercargill do not have many heritage tradespeople locally, bad weather conditions often stall work. Ms Baxter would speak with Mr Morris about the process for changing the funding round dates.

Strategy Deliverables

The third, and last, heritage guideline is almost completed. Ms Baxter noted that Council had received great feedback about their suite of guidelines, with several councils across the country asking to share the information with their heritage owners.

Interpretive Funding

Both Cr Soper and Ms Baxter attended Heritage South's AGM in late August, where the Trust unveiled their website. The website focused on the stories and memories pertaining to local heritage buildings. A portion of the website funding came from Council's City Centre Heritage.. Ms Baxter would work with Council's communications team to ensure that "good news" stories (such as above) were shared in the future considering it is an action with the Strategy.

Ms Baxter noted that, due to changes in the Strategy budget, there would be no heritage interpretation funding moving forward.

Heritage Month 2025

Heritage New Zealand Pouhere Taonga requested Council assistance with organising a talk on insurance for heritage buildings during Heritage Month. This would help better explain the realities around insuring heritage buildings, as there continued to be misinformation on the subject throughout New Zealand.

Miscellaneous Heritage Items

There were several heritage buildings currently on the market or going to market. Ms Baxter also noted that the planning team had seen an increase in resource consent enquiries for heritage building alterations that would enable the owners to generate additional revenue streams. It was noted this was a sign of the current economic situation.

Moved Cr Arnold, seconded Cr Soper and **RESOLVED** that the City Centre Heritage Subcommittee:

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

6. Public Excluded Session

Moved Cr Arnold, seconded Cr Soper 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

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There being no further business, the meeting finished at 3.42 pm.

PROGRESS UPDATE ON CITY CENTRE HERITAGE STRATEGY

To: City Centre Heritage Subcommittee

Meeting Date: Wednesday 9 April 2025

From: Shannon Baxter - Interim Team Leader - Planning

Approved: Jonathan Shaw - Group Manager - Consenting and Environment

Approved Date: Tuesday 18 March 2025

Open Agenda: Yes

Public Excluded Agenda: No

Purpose and Summary

The purpose of this report is to provide the City Centre Heritage Subcommittee with an update on progress made on the City Centre Heritage Strategy and associated deliverables since the last meeting (30 October 2024).

Recommendations

That the City Centre Heritage Subcommittee:

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

Background

Heritage funding:

- a. Progress made on Round 5 (2024-2025) awarded works (Appendix 1 – Progress Photos (A5813262):

- i. **(Former) Dee Street Maternity Hospital (194 Dee Street)**

Full funding (\$16,000) has been uplifted for condition assessment work.

Full funding (\$10,000) has been uplifted for a Detailed Seismic Assessment and strengthening concepts.

ii. Yule House (211 Yarrow Street)

Full funding (\$6,315) has been uplifted for water blasting and painting of windows and doors.

iii. Ranfurly House (72 Esk Street)

Full funding (\$12,000) has been uplifted for verandah roofing.

iv. Trenthouse (61A-E Tay Street)

Full funding (\$7,000) has been uplifted for a Detailed Seismic Assessment and strengthening concepts.

Full funding (\$50,000) has been uplifted for a seismic strengthening physical works.

v. 169-171 Dee Street

Full funding (\$9,250) has been uplifted for scaffolding, crack repair and façade repainting.

Full funding (\$50,000) has been uplifted for a seismic strengthening physical works.

vi. Former Embassy Theatre (110-122 Dee Street)

Full funding (\$11,970) has been uplifted for partial reroofing and electrical upgrades.

vii. Hanan's Buildings (130 Dee Street)

Interior upgrades in progress; will be completed and funding to be uplifted in April.

viii. Quest Hotel (10 Dee Street)

Exterior painting of ground floor and verandah soffit in progress; will be completed and funding uplifted in April.

b. Built Heritage Fund timing:

i. On 25 February 2025 Council considered Annual Plan budget adjustments for the upcoming fiscal year (2025/2026). As part of these adjustments Council proposes to pause the Built Heritage Fund for the upcoming 2025/2026 fiscal year. Public consultation runs on the proposed budget adjustments from 13 March until 13 April. Hearings are scheduled for 29 April at this stage, with the annual plan likely adopted on 24 June.

ii. Several owners have already contacted staff over the past several months to discuss the projects they planned to undertake in the coming year and potential funding applications.

- iii. Staff to keep eligible owners informed about the recent Built Heritage Fund changes.

Strategy Deliverables

- a. City Centre Heritage Design Guidelines:
 - i. The last of Council's three heritage guidelines will be released in June. It will be found online at Council's heritage webpage and hard copies will be made available to owners upon request.
- b. Heritage Month 2025:
 - i. Staff assisted Heritage New Zealand Pouhere Taonga with organising a talk for Southland Heritage Month on insuring and maintaining heritage buildings. "An Evening with Heritage New Zealand Pouhere Taonga" was held 11 March at the Invercargill Club. The event was a success, with approximately 30 people in attendance, including several local heritage owners.

Issues

The City Centre Heritage Strategy acknowledges the value heritage brings to our city centre and seeks to provide tools and incentives to reach the following goals:

- Goal 1 – A vibrant, sustainable, and active city centre where heritage is highly valued.
- Goal 2 – Key heritage resources within the city centre are, if practicable, actively utilized, creating positive community and economic outcomes.
- Goal 3 – New development and adaptive re-use projects respect our City's heritage context.
- Goal 4 – Heritage values and character of our city centre are celebrated and protected.

Next Steps

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

Attachments

Attachment 1 - Progress Photos – Funded Projects (A5813262).

A5813262

Progress Photos – Funded Projects

Trenthouse (61A-E Tay Street) – seismic work completed; façade works in progress.



169-171 Dee Street – seismic and façade works completed



A5813262

Former Embassy Theatre (110-122 Dee Street) – partial re-roofing works completed



AWARD OF DEFAULTED 2024/2025 BUILT HERITAGE FUNDING

To: City Centre Heritage Subcommittee

Meeting Date: Wednesday 9 April 2025

From: Shannon Baxter - Interim Team Leader - Planning

Approved: Jonathan Shaw - Group Manager - Consenting and Environment

Approved Date: Tuesday 18 March 2025

Open Agenda: Yes

Public Excluded Agenda: No

Purpose and Summary

The owners of Lennel (102 Albert Street) have confirmed they will not be uplifting their 2024/2025 Built Heritage Fund grant in full. Therefore, approximately \$21,000 is now available to be reallocated toward other heritage projects providing they will be completed and paid for by mid-June 2025 to ensure the grant will be uplifted by fiscal year end.

Recommendations

That the City Centre Heritage Subcommittee:

1. Receives the report "Award of Defaulted 2024/2025 Built Heritage Funding".
2. Resolves to approve an immediate Built Heritage funding round to award the defaulted funding to a recipient that must uplift the grant before fiscal year end.

Background

Council annually considers applications to the Built Heritage Fund. Within the last round the owners of Lennel (102 Albert Street) were awarded partial funding to maximum of \$50,085 for a variety of works. However, they have confirmed they will not be completing their full scope of work; this results in \$21,526 being available for reallocation.

This is an opportunity to ensure the funding already approved for heritage work in the 2024/2025 fiscal year is fully utilised. Council is going out for public consultation on pausing the Built Heritage Fund for the 2025/2026 fiscal year so funding will not be available again until the 2026/2027 fiscal year.

As in past funding rounds, the following factors will be considered during evaluation of applications: heritage status, public importance, location, physical state, degree of public access, and current use of each building during evaluation of applications. In addition, considering the funding needs to be uplifted by end of fiscal year, staff will also take into consideration whether the work will be completed by mid - June 2025.

Issues and Options

Analysis

The defaulted funding is from a budget earmarked for heritage grants. Having a funding round to allocate the defaulted funding towards heritage work aligns with the original intent for the funding, as well as the required uplift deadline.

Staff are in regular contact with local heritage owners, and know of several that have completed works in the past several months, or plan to immediately, that would qualify for funding.

Significance

The significance of heritage funding to Council is low, but the significance to eligible heritage owners is high. The funding enables Council to support heritage owners in their preservation, protection and refurbishment endeavours at a time of labour and material shortages. Many heritage owners would not be able to complete their proposed upgrades were it not for partial funding made available through Council's heritage funds.

Options

Option 1 - The preferred option is to reallocate the defaulted \$21,526 of Built Heritage funding towards heritage work that will be completed within this fiscal year.

Option 2 - Do not reallocate the \$21,526.

Community Views

Award of the funding aligns with the community's views that Invercargill's City Centre Heritage is valued and worth preserving.

Implications and Risks

Strategic Consistency

The award of funding aligns with the goals and actions of the City Centre Heritage Strategy to oversee implementation of the Strategy and consider strategy-related funding allocations.

In 2022 Council delegated the authority to determine and decide allocation of City Centre Heritage Strategy related funding to the City Centre Heritage Subcommittee.

Financial Implications

This does not involve a budget amendment, as the defaulted funding was included within the 2024/2025 Built Heritage Fund budget, as long as the reallocated grant is uplifted by 30 June 2025.

The financial impact of reallocating the grant is the \$21,526 saving will not flow through to surplus/(deficit) at year end. However, this is not an issue as the planning and building activity is \$282,000 surplus as at February 2025, and is expected to remain in surplus until year end.

Next Steps

Staff to contact eligible heritage owners regarding an immediate Built Heritage funding round for projects that can be completed and paid for by end of this fiscal year.

Attachments

None