



Southland Regional Heritage Joint Committee

OPEN MINUTES

Minutes of a meeting of Southland Regional Heritage Joint Committee held in the Southland District Council, Council Chamber, Level 2, 20 Don Street, Invercargill on Friday, 9 May 2025 at 9am.

PRESENT

Chair Southland District Councillor – Paul Duffy
Southland District Deputy Mayor – Christine Menzies
Gore District Councillor – Neville Philipps
Gore District Councillor – Bronwyn Reid
Reverend Evelyn Cook – Iwi representative

APOLOGIES

Gore District Councillor Bronwyn Reid (for lateness)

IN ATTENDANCE

Southland District Council - GM Strategy and Partnerships – Vibhuti Chopra
Southland District Council - Senior Policy Analyst – Ana Bremer
Southland District Council - Manager Community Leadership - Jared Cappie
Southland District Council – Roving Museums Officer - Jo Massey
Southland District Council – Committee Advisor – Fiona Dunlop
Gore District Council – District Curator, Arts and Heritage - Jim Geddes



1 Apologies

There were apologies for lateness from Gore District Councillor Bronwyn Reid.

Moved Chair, Southland District Councillor Duffy, seconded Gore District Councillor Phillips **and resolved:**

That the Southland Regional Heritage Joint Committee accept the apology.

2 Leave of absence

There were no requests for leave of absence.

3 Conflict of Interest

There were no conflicts of interest declared.

4 Extraordinary/Urgent Items

The Chair advised that there was a late item for the meeting being Southland Regional Heritage Committee Funding Report - 1 March 2025 to 30 April 2025.

The reason the item was not included with the agenda was that the information was not available at the time the agenda was compiled. The item cannot wait until a subsequent meeting as there is a decision required on the term deposit which is maturing on 30 June 2025.

Moved Reverend Cook, seconded Gore District Councillor Phillips **and resolved:**

That the Southland Regional Heritage Joint Committee pursuant to section 46A of the Local Government Information and Meetings Act 1987, agrees to consider the late item being the Southland Regional Heritage Committee Funding Report - 1 March 2025 to 30 April 2025.

5 Confirmation of Council Minutes

Moved Chair, Southland District Councillor Duffy, seconded Gore District Councillor Phillips **and resolved that the Southland Regional Heritage Joint Committee confirms the minutes of the meeting held on 20 March 2025 as a true and correct record of that meeting and noted that the freezer and equipment issue be investigated and the list of assets be reported back to the joint committee.**



6 Public Participation

Mr Lou Sanson, chair of the Te Kupeka Tiaki Taoka – Southern Regional Collections Trust addressed the meeting and outlined the role of the Trust. Mr Sanson advised that the Trust would like to be part of the Southland Regional Heritage Committee again.

Reports

7.1 Update on administrative support for Southland Regional Heritage Committee

Record No: R/25/5/19908

Southland District Council - GM Strategy and Partnerships – Vibhuti Chopra and Southland District Council - Senior Policy Analyst – Ana Bremer were in attendance for this item.

The purpose of the report was to provide information for a decision on arrangements for financial administrative support and governance support for the Southland Regional Heritage Committee, for the time remaining until the current Heads of Agreement expires.

The Committee noted that Invercargill City Council had withdrawn from the Southland Regional Heritage Committee and as a result their support had concluded.

There were two options open to the Committee for support, which were as follows:

- a) Great South provide both financial administrative support and governance support
- b) Southland District Council provide both financial administrative support and governance support.

Following discussion, the Committee agreed that Southland District Council would provide both financial administrative support and governance support from no later than 1 July 2025 or earlier if possible.

Resolution

Moved Reverend Cook, seconded Gore District Councillor Reid **recommendations a to c and new d and e (as indicated) and resolved:**

That the Southland Regional Heritage Joint Committee:

- a) **receives the report titled "Update on administrative support for Southland Regional Heritage Committee".**
- b) **determines that this matter or decision be recognised as not significant in terms of Section 76 of the Local Government Act 2002.**
- c) **determines that it has complied with the decision-making provisions of the Local Government Act 2002 to the extent necessary in relation to this decision; and in accordance with Section 79 of the act determines that it does not require**



further information, further assessment of options or further analysis of costs and benefits or advantages and disadvantages prior to making a decision on this matter.

~~d) consider a preferred option for administrative support for recommendation to Councils~~

new d) agree that the preferred option for administration support and financial management be Southland District Council from no later than 1 July 2025 or earlier if possible.

New e) agree that payment for administration support and financial management be invoiced to Southland Regional Heritage Joint Committee on a quarterly basis.

7.2 Southland Regional Heritage Fund Criteria

Record No: R/25/5/20297

Southland District Council - GM Strategy and Partnerships – Vibhuti Chopra, Southland District Council - Senior Policy Analyst – Ana Bremer, Southland District Council – Roving Museums Officer - Jo Massey and Gore District Council – District Curator, Arts and Heritage - Jim Geddes were in attendance for this item.

The Committee noted that at its April 2025 meeting it agreed that the criteria for applications to the fund would need to be reviewed as a result of the decision made by Invercargill City Council to withdraw from the joint committee and that there be a refresh of the criteria. This would ensure that applications fit the current model of the joint committee.

The Committee noted that applications would be received from all over Southland, there will be ones received with an Invercargill only focus, while there will be others based in Invercargill but have an Southland region benefit.

(During discussion, the meeting adjourned at 10.42am for morning tea and reconvened at 11.05am.)

The Committee would agree that applications for funding that relate to projects that focus on the Invercargill City Council area will not be considered.

Resolution

Moved Reverend Cook, seconded Gore District Councillor Phillips **recommendations a and b and a new c (as indicated) and resolved:**

That the Southland Regional Heritage Joint Committee:

- a) receives the report titled "Southland Regional Heritage Fund Criteria".
- b) confirms the current Funding Criteria shall remain in place at this time.



- e) ~~notes this will allow applications from residents in the Invercargill City District and for applications for funding that relate to projects focused on the Invercargill City District.~~

new c) agrees that applications for funding that relate to projects that focus on the Invercargill City Council area will not be considered.

7.3 Resolution ratifying email approval for payment for legal advice

Record No: R/25/5/20313

Southland District Council - GM Strategy and Partnerships – Vibhuti Chopra and Southland District Council - Senior Policy Analyst – Ana Bremer were in attendance for this item.

The purpose of the report was to ratify the email approval of \$7,000 to Simpson Grierson for their preparation of legal advice in respect of the obligations of the remaining Southland Regional Heritage Committee members under the current Heads of Agreement.

The Southland Regional Heritage Committee had sought legal advice from Simpson Grierson on the obligations of the remaining members of the Committee under the current Heads of Agreement.

Simpson Grierson provided the advice and provided an initial estimate of costs, with a provision that the initial estimate could increase if further instructions were provided.

During the process of drafting the legal advice, further questions were provided to Simpson Grierson which increased the cost of the final quote.

The Chair of the Committee sought approval from current members on the final cost of legal advice via email, and all members responded with approval.

Resolution

Moved Southland District Deputy Mayor Menzies, seconded Gore District Councillor Reid and resolved:

That the Southland Regional Heritage Joint Committee:

- a) receives the report titled “Resolution ratifying email approval for payment for legal advice”.
- b) determines that this matter or decision be recognised as not significant in terms of Section 76 of the Local Government Act 2002.
- c) determines that it has complied with the decision-making provisions of the Local Government Act 2002 to the extent necessary in relation to this decision; and in accordance with Section 79 of the act determines that it does not require further information, further assessment of options or further analysis of costs



and benefits or advantages and disadvantages prior to making a decision on this matter.

- d) Resolves to ratify approval of payment of \$7,000 to Simpson Grierson, for their preparation of legal advice in respect of the obligations of the remaining Southland Regional Heritage Committee members under the current Heads of Agreement.
- e) Resolves to reimburse Southland District Council for their payment of the invoice from Simpson Grierson, on behalf of the Southland Regional Heritage Committee.

7.5 Southland Regional Heritage Committee Funding Report - 1 March 2025 to 30 April 2025 – LATE ITEM

Record No: R/25/5/21283

The report was provided to the Committee from Invercargill City Council GM – Finance and Assurance, Patricia Christie.

Chair Duffy spoke to the report. During discussion the Committee advised that they would like to know where the accounts are held. This would be looked into and reported back.

Resolution

Moved Gore District Councillor Reid, seconded Reverend Cook **recommendation a and b (as amended) and resolved:**

That the Southland Regional Heritage Joint Committee:

- a) receives the report titled "Southland Regional Heritage Committee Funding Report - 1 March 2025 to 30 April 2025".
- b) Agrees to the \$400,000 term deposit maturing on 30 June 2025 and it be reinvested for a further period of 3 months up to 30 September 2025.

7.4 Chairs Report

Record No: R/25/5/20284

Councillor Duffy updated that the Committee on various issues.

He advised that:

- He had emailed Invercargill City Council to advise that Southland District Council would be taking over the support for the Committee and also thanked them for the staff support of the Committee.
- Great South had been in contact regarding applications received for the funding round.



- He is to have a discussion with Invercargill City Council regarding the assets (including the freezer) to be investigated to establish a clear line of ownership.

Resolution

Moved Gore District Councillor Reid, seconded Southland District Deputy Mayor Menzies **and resolved:**

That the Southland Regional Heritage Joint Committee:

- agrees that a letter be sent to Invercargill City Council to confirm that the Southland Regional Heritage Joint Committee will not be winding up and to also establish ownership of assets purchased by the Southland Regional Heritage Joint Committee.**
- delegate authority for Chair Southland District Councillor Paul Duffy and Reverend Evelyn Cook to identify the regional heritage assets currently sitting with Invercargill City Council records.**

Public Excluded

Exclusion of the public: Local Government Official Information and Meetings Act 1987

Resolution

Moved Reverend Cook, seconded Gore District Councillor Phillips **and resolved:**

That the public be excluded from the following part(s) of the proceedings of this meeting.

C8.1 Roving Museum Officer

C8.2 Project Ark - Ongoing Information Services operational support

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
Roving Museum Officer	s7(2)(a) - the withholding of the information is necessary to protect the privacy of natural persons, including that of a deceased person.	That the public conduct of the whole or the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding exists.
Project Ark - Ongoing Information Services operational support	s7(2)(i) - the withholding of the information is necessary to enable the local authority to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations).	That the public conduct of the whole or the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding exists.



The public were excluded at 11.40am.

Resolutions in relation to the confidential items are recorded in the confidential section of these minutes and are not publicly available unless released here.

The meeting concluded at 12.03pm.

CONFIRMED AS A TRUE AND CORRECT RECORD OF A
MEETING OF THE SOUTHLAND REGIONAL HERITAGE
JOINT COMMITTEE HELD ON FRIDAY 9 MAY 2025.

DATE: 13 JUNE 2025

CHAIRPERSON:

A handwritten signature in black ink, appearing to read 'P. Duff', is written over the printed name 'P. Duff'.