



NOTICE OF MEETING

**Notice is hereby given of the Extraordinary Meeting
of the City Centre Heritage Subcommittee
to be held in the Committee Room, First Floor,
Te Hinaki Civic Building, 101 Esk Street,
Invercargill on Wednesday
29 May 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

Extraordinary City Centre Heritage Subcommittee - Public

29 May 2024 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 1 May 2024 (A5335720)	4
4. Heritage South 2024/2025 Accountability Agreement (A5360739)	6
4.1 Appendix 1 – Heritage South 2024/2025 Accountability Agreement (A5360957)	8
5. 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) Revised Award of Built 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:

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) Revised Award of Built Heritage Funding	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, 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

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:

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) Annual Award of Heritage Funding	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

A5335720

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

HERITAGE SOUTH 2024/2025 ACCOUNTABILITY AGREEMENT

To:	City Centre Heritage Subcommittee
Meeting Date:	Wednesday 29 May 2024
From:	Shannon Baxter, Planner – Heritage and Urban Design
Approved:	Jonathan Shaw - Group Manager - Consenting and Environment
Approved Date:	Monday 20 May 2024
Open Agenda:	Yes
Public Excluded Agenda:	No

Purpose and Summary

This report provides subcommittee members with recommendations for updates to Council's Accountability Agreement (the Agreement) with Heritage South.

Recommendations

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).

Background

Through the City Centre Heritage Strategy, Council annually donates \$3,000 to Heritage South towards events during Southland Heritage Month that specifically relate to the built heritage of the city centre.

Heritage South has recently requested Council to consider updating the Agreement to allow the donation to be put towards events (of the same focus) held outside Southland Heritage Month.

This request has been made because Heritage South can apply to other local funders for Heritage Month funding but has a difficult time securing funding for one-off events held outside of Southland Heritage Month.

Issues and Options

Analysis

The popularity and impact of Southland Heritage Month grows every year. Heritage South believe they have reached a point where events held outside Southland Heritage Month would be well received. The requested updates to the Agreement would better support heritage promotion and awareness within our community throughout the year, rather than during a single month.

Significance

The significance of the proposed updates to Council is low.

Community Views

The Agreement aligns with the community's views that Invercargill's city centre heritage is valued and worth preserving.

Implications and Risks

Strategic Consistency

The Agreement aligns with the goals and actions of the City Centre Heritage Strategy to:

1. Support and promote city centre heritage events, interpretation and tourism; and
2. Work with local heritage experts to promote heritage conservation and awareness.

Financial Implications

There are no financial implications, as funding is currently accommodated within the City Centre Heritage Strategy budget.

Next Steps

Staff to update the Agreement and forward to Heritage South for signing.

Attachments

Appendix 1 – Heritage South 2024/2025 Accountability Agreement (A5360957).

A5360957



ACCOUNTABILITY AGREEMENT

between

INVERCARGILL CITY COUNCIL

and

HERITAGE SOUTH

A5360957

A5360957

THIS AGREEMENT is dated the ~~16 May 2023~~ **5 June 2024**.

BETWEEN **INVERCARGILL CITY COUNCIL** (the Council)

AND **HERITAGE SOUTH**
(The Organisation)

THE PARTIES AGREE:

1. TERM

1.1 This Agreement shall be for the period of twelve (12) months commencing from 1 July ~~2023~~ **2024** and terminating on 30 June ~~2024~~ **2025**.

2. PERFORMANCE OBJECTIVE

2.1 To promote and support the built heritage of the city centre ~~during Heritage Month~~ to the benefit of residents and visitors.

3. FUNDING

3.1 The Council shall provide to the Organisation a donation of \$3,000.00 towards ~~Heritage Month events~~ **Heritage South events pertaining to the built heritage of the city centre**.

3.2 This donation is an unconditional gift of money for the purposes of the Goods and Services Tax Act. If Heritage South is registered for GST then the Council believes that you do not need to account for GST on receipt of this unconditional donation. If you require any clarification on this point, then please contact either our Planner - Heritage and Urban Design or seek professional advice.

3.3 The donation will be paid as one payment following the receipt of an invoice for the \$3,000.00.

4. THE ORGANISATION'S OBLIGATIONS

4.1 The Organisation agrees to implement and achieve the following key outcomes:

- Offer content that is applicable to owners of heritage buildings in the city centre.
- Increase awareness of built heritage in the city centre.
- Ensure at least 10% of ~~Heritage Month~~ **Heritage South's** scheduled events/content include topics relevant to built heritage in the city centre.

A5360957

5. THE COUNCIL'S ROLE

5.1 The Council nominates the Invercargill City Council Planner - Heritage and Urban Design as the liaison person for any issues related to the performance of this agreement.

5.2 The liaison person (or a person nominated by the liaison person) may assume an observation role throughout the period of agreement delivery.

6. REPORTS

6.1 The Organisation shall produce for the Council their annual report and accounts prepared in accordance with the applicable standard (either being the International Financial Reporting Standards or International Public Sector Accounting Standards) within three months of the end of the Organisation's financial year.

6.2 The Organisation shall provide to the Council a written report detailing how it has met its obligations under section 4.1 of this Agreement, and outlining how the Invercargill City Council's donation has assisted in achieving the Organisation's outcomes.

7. VARIATION OR MODIFICATION

7.1 No oral or written modification or variation of this agreement shall be of any force or effect until such modification or variation is in writing and executed by both the Council and the Organisation.

8. ENTIRE AGREEMENT

8.1 This agreement constitutes the entire agreement between the Council and the Organisation with respect to the matters dealt with in this agreement and supersedes all or any prior oral or written understanding, representations or commitment of any kind; express or implied.

A5360957

9. INDEMNITY

The Organisation agrees to indemnify the Council against:

- (a) Any loss suffered by the Council which may arise out of or in consequence of the performance of and delivery of Heritage South's activities.
- (b) Any liability incurred by the Council in respect of injuries to persons or damage to property which may arise out of, or be a consequence of the personal performance and delivery of Heritage South's activities.
- (c) Any costs the Council may incur in respect of that loss or liability.

A5360957

Invercargill City Council
Civic Administration Building
101 Esk Street
INVERCARGILL 9840

Heritage South
PO Box 1012
INVERCARGILL 9840

SIGNED for and on behalf of)
Invercargill City Council by)
~~Jonathan Shaw~~ **Anne Duncan**)
Manager – Planning and Building)
Services)

(Date)

SIGNED for and on behalf of)
Heritage South)

(Date)