



NOTICE OF MEETING

**Notice is hereby given of the Meeting of the
Southland Regional Heritage Committee
to be held in the Victoria Room, Civic Theatre,
88 Tay Street, Invercargill on Friday 27 September
2024 at 10.00 am**

Cr P Duffy (Chair)
Cr C Menzies
Cr N Phillips
Cr B Reid
Cr L Soper
Cr B Stewart
Rev E Cook
Alternate - Cr G Dickson
Alternate - Cr D Ludlow

Southland Regional Heritage Committee - Public

27 September 2024 10:00 AM

Agenda Topic	Page
1. Apologies	
2. Declaration of Interest	
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 Southland Regional Heritage Committee Meeting Held on 11 July 2024 (A5450809)	5
4. Financial Reports for Southland Regional Heritage Committee (A5556644)	9
4.1 Appendix 1 – Funding Report – 1 July 2024 – 31 August 2024 (A5562343)	11
4.2 Appendix 2 – Project Ark Report - 30 June 2024 (A5561134)	15
4.3 Appendix 3 – Unaudited Annual Report – 30 June 2024 (A5561886)	16
5. Te Unua Museum of Southland - Update Report (A5552135)	29
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 Southland Regional Heritage Committee meeting held on 11 July 2024
- (b) Project Ark/Regional Resources - Update Report
- (c) Ratify Email Approval for Quote to Carry Out Necessary Photographic Recording at Te Hiko
- (d) Approval for Quote to Completion of Digitisation of Eastern Southland Gallery Collection Material
- (e) Verbal Update on the Review of Committee Heads of Agreement

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 Southland Regional Heritage Committee meeting held on 11 July 2024	<p>Section 7(2)(b) (ii) Protect information where the making available of the information would likely unreasonably to prejudice the commercial position of the person who supplier or who is the subject of the information.</p> <p>Section 7(2)(i) Enable any local authority holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)</p>	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
(b) Project Ark/Regional Resources - Update Report	Section 7(2)(a) To Protect the privacy of natural persons, including that of deceased natural persons	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

(c) Ratify Email Approval for Quote to Carry Out Necessary Photographic Recording at Te Hiko	Section 7(2)(i) Enable any local authority holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)	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
(d) Approval for Quote to Completion of Digitisation of Eastern Southland Gallery Collection Material	Section 7(2)(i) Enable any local authority holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)	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
(e) Verbal Update on the Review of Committee Heads of Agreement	Section 7(2)(i) Enable any local authority holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)	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 SOUTHLAND REGIONAL HERITAGE COMMITTEE, HELD IN THE COUNCIL
CHAMBER, GORE DISTRICT COUNCIL ON
THURSDAY 11 JULY 2024 AT 10.08 AM**

Present: Cr P Duffy (Chair)
Cr Soper
Cr Menzies
Cr N Phillips
Cr B Reid
Rev E Cook

In Attendance: Ms D Lascelles - CE - Gore District Council
Mr R Capil - Group Manager - Community Spaces and Places (ICC)
Mr J Cappie - Community Relations Manager (SDC)
Ms E Wallace - Director Te Unua Museum of Southland
Mr J Geddes - Advisor (GDC)
Ms J Massey - Roving Museum Officer (SDC)
Mrs K Simmonds - Accounting Technician (ICC)
Mrs B Affleck - Fund Administration Officer (Great South)
Mrs T Amarasingha - Governance Advisor (ICC)

Started the meeting with Karakia.

1. Apologies

Cr Stewart

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

The Chair welcomed Ms Debbie Lascelles - Chief Executive of Gore District Council and Ms Eloise Wallace - Director Te Unua Museum of Southland.

2. Declaration of Interest

Nil.

**3. Minutes of the Southland Regional Heritage Committee Meeting Held on
10 May 2024**

A5352950

Moved Cr Soper, seconded Rev Cook and **RESOLVED** that the Minutes of the Southland Regional Heritage Committee Meeting held on 10 May 2024 be confirmed.

4. Southland Regional Heritage Committee Funding Report 1 May 2024 – 30 June 2024

A5439756

Mrs Kathleen Simmonds presented the report.

She requested a correction to the minutes of the Committee meeting held on 10 May 2024 as below:

On page 5 of the agenda, under the heading of "4. Financial Reports for Southland Regional Heritage Committee," the date "May 2024" should be corrected to "June 2024".

Mrs Simmonds noted that under the Administration Fund the Committee had committed to support the Roving Museum Officer role until March 2027.

Moved Cr Soper, seconded Cr Reid and **RESOLVED** that the Southland Regional Heritage Committee:

1. Receives the report "Southland Regional Heritage Committee Funding Report 1 May 2024 – 30 June 2024".
2. Receives Funding Report form 1 May 2024 to 30 June 2024 (Appendix1).

5. Regional Resources – Lottery Grants Update

The Committee receives the report.

It was noted that the funding application to the Lotteries Grant Board was assessed and had been granted \$125,000 for 2024/25, and the opportunity to reapply was provided for 2025/26. The Committee acknowledged the grant approval from the Lotteries Grants Board.

The Chair noted that the letter from the Mayoral Forum to the Lotteries Grants Board had been sent. He said the letter from this Committee to the Lotteries Grants Board had not been sent yet. The Committee discussed and agreed to send a letter thanking them for the funding approval and also including the importance of their continued funding support.

In response to a query about the impacts of the reduction of \$50,000 from the funding request to Lotteries Grants, Mr Geddes said that it would impact activities and there would be a reduction of activities,

Moved Rev Cook, seconded Cr Reid and **RESOLVED** that the Southland Regional Heritage Committee:

1. Receives the report "Regional Resources – Lottery Grants Update".
 - a) Approve an application to the New Zealand Lottery Grants Board Environment and Heritage Fund (Round 2) for 2025/2026

6. Public Excluded Session

Moved Rev Cook, seconded Cr Menzies 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 Southland Regional Heritage Committee held on 10 May 2024
- (b) Digitisation Update

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 Southland Regional Heritage Committee meeting held on 10 May 2024	<p>Section 7(2)(a) To Protect the privacy of natural persons, including that of deceased natural persons</p> <p>Section 7(2)(i) Enable any local authority holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations).</p>	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.
(b) Digitisation Update	<p>Section 7(2)(b) (ii) Protect information where the making available of the information would likely unreasonably to prejudice the commercial position of the person who supplier or who is the subject of the information.</p>	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

7. General Business

Mr Jim Geddes informed the Committee that the Funding application to Community Trust South regarding the Roving Museum Officer Role was successful.

There being no further business, the meeting finished at 11.31 am.

FINANCIAL REPORTS FOR SOUTHLAND REGIONAL HERITAGE COMMITTEE

To:	Southland Regional Heritage Committee
Meeting Date:	Friday 27 September 2024
From:	Kathleen Simmonds – Accounting Technician
Approved:	Patricia Christie – Group Manager - Finance and Assurance
Approved Date:	24 September 2024
Open Agenda:	Yes
Public Excluded Agenda:	No

Purpose and Summary

This report provides the Committee with further information relating to the funding for the Southland Regional Heritage Committee.

Recommendations

That the Southland Regional Heritage Committee:

1. Receives the Report "Financial Reports for Southland Regional Heritage Committee".
2. Receives "Southland Regional Heritage Committee Funding Report 1 July 2024 – 31 August 2024" (Appendix 1)
3. Receives the Report "Project Ark 30 June 2024" (Appendix 2).
4. Receives the Report "Unaudited Annual Accounts 30 June 2024" (Appendix 3).

Funding Report – 1 July – 31 August 2024

The funding report has a total closing balance of \$573,777.79 of which \$400,000 has been rolled over on term deposit for a further six months.

All grants have been paid for the year. The Southland Regional Heritage Fund Forecast Statement currently has a balance of \$28,000. Once conditions have been met these grants will be paid.

Please note that Community Trust of Southland has committed to a further three years of funding for the Roving Museum Officer (RMO) to the amount of \$15,000 each year. You will notice that this amount has come in and has since been paid to Southland District Council.

Project Ark Report – 30th June 2024

Project Ark for the year ending 30 June 2024 has come in under budget by \$194,462.72. Total cost for the year is \$294,148.28.

Two Quarter Four invoices were not paid this quarter due to the work not being fully completed in the 2023 – 2024 year. This was work being carried out at Te Hikoī. The cost of \$25,900 will appear in the 2024 – 2025 year.

Funding has been received from the Ministry of Culture and Heritage for the 2023-2024 year and also the final amount for 2024-2025 year.

Lotteries has continued its support of Project Ark for the 2024-2025 year by provided funding of \$125,000.

Unaudited Annual Report – 30th June 2024

Southland Regional Heritage Committee has recorded a surplus \$39,358 for the year ending June 2024. This is lower than the result from previous year by \$256,532.

Council Funding increased by \$86,779 for the year which is the main revenue difference between 2023 and 2024. The higher interest rate meant that the committee was \$18,497 better than last year.

Grants expensed was \$1,892,520, an increase of \$382,350 compared to last year. This includes recognising three years of RMO funding of \$225,000 that was fully expensed this year in line with audit requirement.

Discretionary Grants have increased by \$101,843. Applications received and paid by the committee were higher than last year. Two of the biggest grants paid in the year was \$32,986 paid to the Regional Borer Treatment Refrigeration Unit (this had been a commitment on the Funding Report for the last couple of years) and \$30,000 was granted to the Switzers Museum for shelving.

The committee funded \$74,747 Discretionary Grants to Southland District Council Museums. In addition to this amount the Southland District Council received funding of \$75,000 for the Roving Museum Officer and \$15,000 from Community Trust of Southland, that was received by the committee and passed onto Southland District Council.

Attachments

1. Appendix 1 – Funding Report – 1 July 2024 – 31 August 2024 (A5562343)
2. Appendix 2 – Project Ark Report - 30 June 2024 (A5561134)
3. Appendix 3 – Unaudited Annual Report – 30 June 2024 (A5561886)

Southland Regional Heritage Committee Funding Report 1 July 2024 - 31 August 2024

Summary

Opening Balance	801,475.48
Income	
Rate - Invercargill City Council	174,643.30
Rate - Southland District Council	0.00
Rate - Gore District Council	0.00
Term Deposit released	0.00
CTOS-Grant for RMO	15,000.00
Interest Earned	8,629.08
GST Refunds	0.00
Lottery Grant for Project Ark	0.00
Ministry for Culture for Project Ark	147,430.00
Total Income	345,702.38
Less	
Grants and other	
Te Kupeka Tiaki Taoka	215,275.70
Gore District Council	34,419.34
Term Deposit - reinvested	0.00
CTOS-Grant for RMO - paid back to SDC	0.00
Admin Grant	0.00
Bluff Maritime Museum 2020-21 Grant	15,624.00
Te Hikoi Southern Journey Ltd 2020-21 Grant	15,624.00
SRHC Fund	0.00
Admin Fees	0.00
RMO Charge	12,500.00
RMO Expenses	0.00
General Expenses	400.17
Repayment of Unused Grant-NZ Lottery Grant Board	15,000.00
Project Ark	8,510.00
Audit Fees - Jun-23	0.00
GST Payment	4,230.86
Total Expenses	321,584.07
Closing Balance	825,593.79
Forecast Expenditure	221,750.00
Project Ark forecasted remaining spend - 2024-25 year	430,066.00
Closing operating bank balance after current forecasted expenditure	173,777.79
Term Deposit	400,000.00
Maturity Date - 30/12/2024	
Total closing balance to date	573,777.79
	0.00

Funding Available for Grants & Administration	
Southland Regional Heritage Fund - Opening Balance	744,726.66
Funding Received	75,000.00
Total	0.00
Southland Regional Heritage Fund - Closing Balance	819,726.66
<i>Less Forecasted Spend</i>	28,000.00
Funds Available for Distribution	791,726.66
<hr/>	
Administration & Other Museum Grants - Opening Balance	456,748.85
Funding Received	99,643.30
Grants Paid	280,943.04
Other Income	171,059.08
Term Investment Released	0.00
Admin Fees	0.00
RMO Charge	12,500.00
RMO Expenses	0.00
General Expenses	400.17
Project Ark	8,510.00
Repayment of Unused Funds-NZ Lottery Grant Board	15,000.00
Term Investment (re-invested)	0.00
Other Payments	4,230.86
Administration & Other Museum Grants - Closing Balance	405,867.16
<i>Less Forecastwd Spend</i>	193,750.00
Project Ark forecasted spend - 2024-25 year	430,066.00
Funds Available for Administration & Other Museum Grants	(217,948.84)
<hr/>	
Total Closing Balance	1,225,593.82
Total Funds Available for Grants & Administration	573,777.79

Forecast Statement

	Forecast Expenditure	Uplifted	Balance
<u>Southland Regional Heritage Fund</u>			
Heritage South - towards proposed 2024 annual training opportunity up to - (minutes 23/09/22) change to use 24-25 (minute 28/03/24)	5,000.00		5,000.00
Catlins coast Inc up to (minutes 10th May-24) - to be uplifted once other funding has been applied for rather than just SRHC	8,000.00		8,000.00
SRHC Advisory Group-towards holding 2 textile workshops (minutes 10th May-24)	15,000.00		15,000.00
Total	28,000.00	0.00	28,000.00
<u>Administration Fund</u>			
Te Hikoi Southern Journey Ltd - 2024-25 Grant	15,624.00	15,624.00	0.00
Bluff Maritime Museum - 2024-25 Grant	15,624.00	15,624.00	0.00
RMO Charge - April 2024 to March 2025	75,000.00	31,250.00	43,750.00
RMO Charge - April 2025 to March 2026	75,000.00		75,000.00
RMO Charge - April 2026 to March 2027	75,000.00		75,000.00
Total	256,248.00	62,498.00	193,750.00
Total Forecaste Expenditure	284,248.00	62,498.00	221,750.00

Southland Regional Heritage Committee - Public - Financial Reports for Southland Regional Heritage Committee (A5556644)

Income

SDC	GDC	ICC	CTOS Grant- RMO	rm Deposit Releas	Interest	GST Refunds	Lottery Grant	Ministry for Culture	
		87,321.65	15,000.00		4,692.61			147,430.00	
		87,321.65			3,936.47				
0.00	0.00	174,643.30	15,000.00	0.00	8,629.08	0.00	0.00	147,430.00	345,702.38

Expenses

Te Kupeka Tiaki Taoka	GDC	Admin Grants	Bluff Maritime Museum	Te Hiko	CTOS Grant- RMO	SRHC fund	Admin Fee	Audit fee	RMO funding	RMO Expenses	General	Project Ark	GST Payments	Bank Fees	Term Deposit
107,637.85	17,209.67		15,624.00	15,624.00	15,000.00				6,250.00		30.00	8,510.00	4,230.86	0.11	
107,637.85	17,209.67								6,250.00		225.00			0.06	
											145.00				
215,275.70	34,419.34	-	15,624.00	15,624.00	15,000.00	-	-	-	12,500.00	-	400.00	8,510.00	4,230.86	0.17	-

Operating

Opening balance as - 01 July 2024	801,475.48
from Cashbook	
Income	345,702.38
Expenses	- 321,584.07
Closing Balance	825,593.79
Per Bank Stmt - 31 August 2024	825,593.79

A5561134

Project Ark - Quarterly Report to 30 June 2024

	Year Five Project Ark - Year 3 LTP - 2023-2024			Full Year Actual - Year One - 2021-2022	Full Year Actual - Year Two - 2022-2023	Full Year Actual - Year Three - 2023-2024	Year 1 LTP 2024-3034 Budget 2024 - 2025	Year 2 LTP 2024-3034 Budget 2025 - 2026	Year 3 LTP 2024-3034 Budget 2026 - 2027
	Actual	Budget - Projected	Remaining Spend						
Annual Costs									
Co-Ordinator's Salary (SRHC Funded)		76,706.00	76,706.00	76,296.26	0.00		35,000	-	-
Co-Ordinator's KS, ACC, Travel, Admin		-	-	3,782.05	0.00		-	-	-
Collection Cataloguer & Collection Technician (SRHC Funded)	50,158.56	101,000.00	50,841.44	95,149.47	82,484.23	50,158.56	120,000	-	-
Collection Photographer and Technician (Lottery)	94,047.69	125,000.00	30,952.31	104,045.31	112,083.94	94,047.69	140,000	-	-
Collection Cataloguers, FTE x1, FTE 0.5 x1, summer intern (Cultural Heritage)	80,863.80	97,785.00	16,921.20	99,773.36	89,074.28	80,863.80	36,000	-	-
Others - Kwi Saver, administration costs	6,751.40	15,707.00	8,955.64	6,468.79	8,823.89	6,751.40	15,000	-	-
New Role - Regional Collection Technician (.8 FTE @ 50k)-included in Row 8)		-	-	-	-	-	-	-	-
2023-2024 ACC	482.00	-	-482.00	-	-	482.00	-	-	-
Contractor Costs - Studio Heritage Invs	21,600.00	-	-21,600.00	-	-	21,600.00	-	-	-
New Role - Regional Resource Team		-	-	-	-	-	-	-	-
Recruitment Costs - Cataloguers		-	-	620.00	0.00		25,000	330,000	336,000
Travel, Conference, Accommodation	4,864.13	3,000.00	-1,864.13	-	2,785.23	4,864.13	2,500	2,500	2,500
Professional Membership and Fees		-	-	217.40	0.00		-	-	-
Honorarium - Volunteer travel etc		1,125.00	1,125.00	600.00	225.00		1,000	1,000	1,000
Conference - National Digital Forum 2019		-	-	-	-		-	-	-
Cataloguers' H&S - Ergonomic Assmt		-	-	-	-		-	-	-
First Aid Course	367.82	-	-367.82	-	-	367.82	-	-	-
Hard Hats and Vests	624.87	-	-624.87	-	-	624.87	-	-	-
Telephones	1,200.47	-	-1,200.47	-	-	1,200.47	-	-	-
Fully maintained car, leased		-	-	-	-		-	-	-
Fuel and Insurance		-	-	-	-		-	-	-
Accommodation Allowance/Travel		-	-	378.41	0.00		3,000	3,000	3,000
Packing Materials	28,897.56	25,984.00	-2,914	8,519.61	9,479.55	28,897.56	20,000	12,500	12,500
Media liaison and advocacy		-	-	-	-		-	-	-
Training PD		5,000.00	5,000.00	-	-		5,000	5,000	5,000
Lease of workspace		-	-	6,000.00	6,000.00		-	1,300	1,300
Establishment Costs		-	-	-	-		-	-	-
General Expenses / Printing Stationery	4,289.92	15,591.00	11,301.08	10,152.32	8,760.36	4,289.92	5,000	4,500	4,500
Minor equipment purchases		-	-	1,087.25	2,149.24		-	-	-
IGH speed broadband connection		1,746.00	1,746.00	-	-		2,500	2,500	2,500
Annual costs for server, image backup to cloud		14,967.00	14,967.00	1,881.68	0.00		14,967	14,967	14,967
Unbudgeted spend but within budget - 20-21		-	-	-	-		-	-	-
- 30TB Storage Server and backup system for images		-	-	-	-		-	-	-
Computer Server - CCL		-	-	-	-		-	-	-
Consulting Fees		-	-	4,608.85	0.00		-	-	-
Provision for travel allowances and cultural advice		5,000.00	5,000.00	-	300.00		5,000	5,000	5,000
	294,148.28	488,611.00	194,462.72	379,588.76	321,915.72	294,148.28	430,066	382,267	388,867
Total Invoices received to date - INV-2029684, 2032528, 2039195	294,148.28			100,000.00	122,750.00	122,750.00	125,000		
				59,100.00	93,651.00	96,150.00	32,050		
	0.00			220,488.76	105,514.72	64,582.22			
				External Funding Recognised in accounts-\$205,735 22-23		112,083.94			
					10,666.06	17,768.37			
				Lottery Uspend use Z3-24		Lottery Uspend 2023-24			
					4,626.72	15,286.20			
					Underspend for MHC 22-23	Underspend for MHC 23-24			

Lottery Grant Funding confirmed for 2022-2023 - 2023-2024 & 2024-2025
Ministry of Culture and Heritage

SOUTHLAND REGIONAL HERITAGE COMMITTEE

ANNUAL REPORT

FOR THE YEAR ENDED 30 JUNE 2024

SOUTHLAND REGIONAL HERITAGE COMMITTEE

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Unaudited

SOUTHLAND REGIONAL HERITAGE COMMITTEE

ENTITY INFORMATION FOR THE YEAR ENDED 30 JUNE 2024

Legal name

Southland Regional Heritage Committee

Type of entity and legal basis

The Southland Regional Heritage Committee is a committee formed and domiciled in New Zealand.

The Committee's purpose

The committee's principle activity is to promote and enhance the heritage of the Southland Community. The committee administers grant money to appropriate organisations within the Southland Province, who met the required criteria.

Structure of the Committee's operations

The Southland Regional Heritage Committee was formed as a joint committee of councils on 1 May 2005 by the Invercargill City Council, the Southland District Council and the Gore District Council. Each council appoints two members to the committee. The committee's equity and operational funding is contributed from the following Councils: Invercargill City Council, Southland District Council and Gore District Council.

Outputs

The main output of the committee is the payment of grants to recipients that meet the funding criteria as per Heads of Agreement.

The Reporting Period of the committee is for the year ended 30 June 2024.

Committee members

Cr L Soper	Invercargill City Council
Cr B Stewart	Invercargill City Council
Cr P Duffy (Chairman)	Southland District Council
Cr C Menzies	Southland District Council
Cr B Reid	Gore District Council
Cr N Phillips	Gore District Council
E Cook	Iwi Representation

Registered office

C/- Invercargill City Council
101 Esk Street
Invercargill

Postal address

Private Bag 90-104
Invercargill
Phone (03) 2111 777
Fax (03) 2111 692

Bankers

Bank of New Zealand
84 Esk Street, Invercargill

Solicitors

Preston Russell Law
45 Yarrow Street, Invercargill

Auditor

Audit New Zealand
on behalf of the Auditor - General

SOUTHLAND REGIONAL HERITAGE COMMITTEE

STATEMENT OF FINANCIAL PERFORMANCE FOR THE YEAR ENDED 30 JUNE 2024

	<i>Note</i>	2024 \$	2023 \$
Revenue			
Council funding	1	1,987,333	1,900,554
External funding		196,512	205,735
Interest		62,926	44,429
TOTAL REVENUE		2,246,771	2,150,718
Expenses			
Audit fees		16,704	15,538
Depreciation	4	1,422	2,284
Grants made	2	1,892,520	1,510,170
Other expenses		296,767	326,836
TOTAL EXPENSES		2,207,413	1,854,828
TOTAL SURPLUS / (DEFICIT)		39,358	295,890

Unaudited

The Statement of Accounting Policies and Notes form an integral part of, and should be read in conjunction with these financial statements.

SOUTHLAND REGIONAL HERITAGE COMMITTEE

STATEMENT OF FINANCIAL POSITION AS AT 30 JUNE 2024

	<i>Note</i>	2024 \$	2023 \$
Assets			
Current assets			
Bank accounts and cash		801,475	686,559
Other Financial Investments		400,000	400,000
Accrued Revenue		96,150	-
GST receivable		-	11,027
TOTAL CURRENT ASSETS		1,297,625	1,097,586
Non-current assets			
Property, plant and equipment	4	2,886	4,308
TOTAL NON-CURRENT ASSETS		2,886	4,308
TOTAL ASSETS		1,300,511	1,101,894
Liabilities			
Current liabilities			
Creditors and accrued expenses	3	154,088	154,946
GST payable		4,230	-
Revenue Received in Advance		158,054	133,416
TOTAL CURRENT LIABILITIES		316,372	288,362
Creditors and accrued expenses	3	131,250	-
TOTAL NON-CURRENT LIABILITIES		131,250	-
TOTAL LIABILITIES		447,622	288,362
TOTAL ASSETS less TOTAL LIABILITIES		852,888	813,531
Equity			
Contributed capital	5	137,514	137,514
Accumulated surpluses	5	715,374	676,017
TOTAL COMMITTEE EQUITY		852,888	813,531

CHAIRMAN
29th November 2024

COMMITTEE MEMBER
29th November 2024

The Statement of Accounting Policies and Notes form and integral part of, and should be read in conjunction with these financial statements.

SOUTHLAND REGIONAL HERITAGE COMMITTEE

STATEMENT OF CASH FLOW FOR THE YEAR ENDED 30 JUNE 2024

	<i>Note</i>	2024	2023
		\$	\$
<i>Cash flows from operating activities</i>			
Receipts of council funding		2,112,332	1,994,205
Interest receipts		62,926	44,429
Payment of grants		(1,742,520)	(1,585,171)
Payments to suppliers		(333,080)	(356,544)
GST (net)		15,258	(28,665)
Net cash flow from / to operating activities		114,916	68,254
<i>Cash Flows from investing and financing activities</i>			
Sale of Investments		800,000	800,000
Purchase of Investments		(800,000)	(800,000)
Net cash flow from / to investing and financing activities		-	-
Net increase/ (decrease) in cash		114,916	68,254
Opening cash balance		686,559	618,305
CLOSING CASH BALANCE		801,475	686,559

The Statement of Accounting Policies and Notes form and integral part of, and should be read in conjunction with these financial statements.

SOUTHLAND REGIONAL HERITAGE COMMITTEE

STATEMENT OF ACCOUNTING POLICIES FOR THE YEAR ENDED 30 JUNE 2024

ACCOUNTING POLICIES APPLIED

BASIS OF PREPARATION

The committee has elected to apply PBE SFR-A (PS) Public Benefit Entity Simple Format Reporting - Accrual (Public Sector) on the basis that the committee does not have public accountability (as defined) and has total annual expenses of more than \$2 million this year.

All transactions in the financial statements are reported using the accrual basis of accounting.

The financial statements are prepared on the assumption that the Entity will continue to operate in the foreseeable future.

The financial statements are for the individual entity. The Committee is a joint committee between Invercargill City Council, Southland District Council and Gore District Council.

The accounting policies set out below have been applied consistently to all periods presented in these financial statements.

The Financial Statements have been authorised for issue by the committee members on 29 November 2024.

The entity's committee members do not have the power to amend the financial statements after issue.

SIGNIFICANT ACCOUNTING POLICES

CREDITORS AND ACCRUED EXPENSES

Creditors and accrued expenses are measured at the amount owed.

DEBTORS

Debtors are initially recorded at the amount owed. When it is likely the amount owed (or some portion) will not be collected, a provision for impairment is recognised and the loss is recorded as a bad debt expense.

BANK ACCOUNTS AND CASH

Bank accounts and cash comprise cash on hand, cheque or savings accounts, and deposits held at call with banks.

SOUTHLAND REGIONAL HERITAGE COMMITTEE

STATEMENT OF ACCOUNTING POLICIES FOR THE YEAR ENDED 30 JUNE 2024

PROPERTY, PLANT AND EQUIPMENT

Property, plant and equipment is shown at cost, less accumulated depreciation and impairment losses.

Additions

The cost of an item of property, plant and equipment is recognised as an asset if, and only if, it is probable that future economic benefits or service potential associated with the item will flow to the committee and the cost of the item can be measured reliably.

Disposals

Gains and losses on disposals are determined by comparing the proceeds with the carrying amount of the asset. Gains and losses on disposals are included in the Statement of Financial Performance.

Subsequent Costs

Costs incurred subsequent to initial acquisition are capitalised only when it is probable that future economic benefits or service potential associated with the item will flow to the committee and the cost of the item can be measured reliably.

Depreciation

Depreciation is provided on a diminishing value basis on all property, plant and equipment other than land, at rates that will write off the cost (or valuation) of the assets to their estimated residual values over their useful lives. The useful lives and associated depreciation rates of major classes of assets have been estimated based over the economic life of the assets.

- Plant and Equipment 25-50% DV

REVENUE

Revenue is measured at the fair value of consideration received.

GRANTS

Council grants are recognised as revenue when the funding is received unless there is an obligation to return the funds if conditions of the grant are not met ("use or return condition"). If there is such an obligation, the grant is initially recorded as a liability and recognised as revenue when conditions of the grant are satisfied.

INTEREST

Interest revenue is recorded as it is earned during the year.

SOUTHLAND REGIONAL HERITAGE COMMITTEE

STATEMENT OF ACCOUNTING POLICIES FOR THE YEAR ENDED 30 JUNE 2024

GRANT EXPENDITURE

Non-discretionary grants are those grants that are awarded if the grant application meets the specified criteria and are recognised as expenditure when an application that meets the specified criteria for the grant that has been received.

DISCRETIONARY GRANT

Discretionary grants without conditions - recognise expense on approval and communication to recipient. Even if multi-year (unless contains a substantive termination clause). Irrespective of whether paid in advance or arrears.

Discretionary grants with conditions and paid in arrears - recognise expense (for each instalment) at earlier of payment date or when relevant conditions providing entitlement to the instalment are satisfied.

GOODS AND SERVICES TAX

The Entity is registered for GST. All amounts in the financial statements are recorded exclusive of GST, except for debtors and creditors, which are stated inclusive of GST.

STATEMENT OF CASH FLOWS

Cash means cash balances on hand, held in bank accounts, demand deposits and other highly liquid investments in which the committee invests as part of its day-to-day cash management.

Operating activities include cash received from all income sources of the committee and records the cash payments made for the supply of goods and services.

Investing activities are those activities relating to the acquisition and disposal of non-current assets.

Financing activities comprise the change in equity and debt capital structure of the committee.

TAX

The committee is exempt from the payment of income tax. Accordingly no charge for income tax applies or has been provided for.

CHANGES IN ACCOUNTING POLICIES

There have been no changes in Accounting Policies during the reporting period.

SOUTHLAND REGIONAL HERITAGE COMMITTEE

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2024

1 Council funding	2024	2023
	\$	\$
Southland District Council	688,291	660,021
Invercargill City Council	1,047,860	1,002,820
Gore District Council	251,182	237,713
Total council funding	1,987,333	1,900,554

The councils listed above include a uniform charge to all ratepayers in their respective districts and this is granted to the Regional Heritage Committee each year.

2 Grants made	2024	2023
	\$	\$
Te Kupeka Tiaki Taoka - Southern Regional Collections Trust	1,291,654	1,244,661
Gore District Council	206,516	198,002
Southland District Council	-	-
Discretionary Grants	394,350	67,507
Total grants made	1,892,520	1,510,170

Some restrictions exist on the cash reserve funds which are set aside for special purposes at the discretion of the Committee.

3 Creditors and accrued expenses	2024	2023
	\$	\$
Accrued committed expenses	268,634	139,408
Audit fees	16,704	15,538
Total creditors and accrued expenses	285,338	154,946

Accrued committed expenses includes \$206,250. This is funding for the RMO till 31 March 2027.

SOUTHLAND REGIONAL HERITAGE COMMITTEE

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2024

4 Property, plant & equipment

	Plant \$	Total \$
Carrying amount at 1 July 2022	6,592	6,592
Additions	-	-
Disposals (net of accumulated depreciation)	-	-
Depreciation expense	(2,284)	(2,284)
Carrying amount at 30 June 2023	4,308	4,308
Carrying amount at 1 July 2023	4,308	4,308
Additions	-	-
Disposals (net of accumulated depreciation)	-	-
Depreciation expense	(1,422)	(1,422)
Carrying amount at 30 June 2024	2,886	2,886

5 Equity

	2024 \$	2023 \$
Contributed capital		
Balance at 1 July	137,514	137,514
Capital contribution	-	-
Balance at 30 June	137,514	137,514
Accumulated surpluses		
Balance at 1 July	676,016	380,126
Surplus/(deficit) for the year	39,358	295,890
Balance at 30 June	715,374	676,016
TOTAL EQUITY	852,888	813,531

Unaudited

SOUTHLAND REGIONAL HERITAGE COMMITTEE

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2024

6 Related Parties		2024	2023
		\$	\$
The committee paid grants to Te Kupeka Tiaki Taoka - Southern Regional Collections Trust <i>(1 committee member has been a trustee of Te Kupeka Tiaki Taoka - Southern Regional collections Trust during the year)</i>	Value for year Balance outstanding	1,291,654 -	1,244,661 -
The committee paid grants to Gore District Council <i>(2 committee members are part of Gore District Council)</i>	Value for year Balance outstanding	206,516 -	198,002 -
The committee has reimbursed Invercargill City Council for operational expenses incurred on behalf of the committee <i>(2 committee members are part of Invercargill City Council)</i>	Value for year Balance outstanding	264,750 71,741	661 -
The committee received grants from Invercargill City Council <i>(2 committee members are part of Invercargill City Council)</i>	Value for year Balance outstanding	1,047,860 -	1,002,820 -
The committee received grants from Southland District Council <i>(2 committee members are part of Southland District Council)</i>	Value for year Balance outstanding	688,291 -	660,021 -
The committee received grants from Gore District Council <i>(2 committee members are part of Gore District Council)</i>	Value for year Balance outstanding	251,182 -	237,713 -
The committee has reimbursed Southland Regional Development Agency Ltd T/A Great South for operational expenses incurred on behalf of the committee <i>(2 committee members are part of Southland Regional Development Agency LTD T/A Great South)</i>	Value for year Balance outstanding	1,220 -	- -
The committee has reimbursed Gore District Council for operational expenses incurred on behalf of the committee <i>(2 committee members are part of Gore District Council)</i>	Value for year Balance outstanding	85,009 -	321,690 95,632
The committee has reimbursed Kathleen Simmonds <i>(prepares financial statements for meetings)</i>	Value for year Balance outstanding	- -	225 -

SOUTHLAND REGIONAL HERITAGE COMMITTEE

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2024

7 POST BALANCE DATE EVENTS

There have been no significant events between year end and the signing of the Financial Statements.

8 CONTINGENCIES

There are no known contingent liabilities or contingent assets at 30 June 2024 (2023: nil).

9 COMMITMENTS

The Committee has outstanding commitments of grants approved but not paid as at 30 June 2024 of \$16,000 (2023: \$10,500).

The Committee has outstanding operational commitments approved but not paid as at 30 June 2024 of \$0.00 (2023 : 32,986).

There is no capital commitments as at 30 June 2024 (2023 : Nil).

10 TAX

The Trust is exempt from the payment of income tax. Accordingly no charge for income tax applies or has been provided for.

12 STATEMENT OF INTENT

The committee is considered as a Joint Committee under Clause 30(1)(b) and Clause 30A of Schedule 7 of the Local Government Act 2002.

Therefore there is no requirement to prepare a Statement of Intent.

TE UNUA MUSEUM OF SOUTHLAND – UPDATE REPORT

To:	Southland Regional Heritage Committee
Meeting Date:	Friday 27 September 2024
From:	Eloise Wallace (Director Te Unua Museum of Southland, SRHC Advisor)
Approved:	Rex Capil – Group Manager Places and Spaces
Open Agenda:	Yes
Public Excluded Agenda:	No

Purpose and Summary

The report provides an update on the development of Te Unua Museum of Southland.

Recommendation

That the Committee:

1. Receives the report 'Te Unua Museum of Southland - Update Report'

Building

Invercargill City Council entered in to a Design + Construct Contract with Main Contractor Naylor Love on 2 August 2024.

Naylor Love completed and delivered the Stage 2 (final) developed design package on 4 July 2024 (delivered through an ECI contract) and this is currently being closed out with a focus on requirements for delivery of staged consenting process.

Demolition of Southland Museum & Art Gallery was completed in August 2024.

The main contractor is expecting to commence in-ground work in October 2024.

There are a number of design streams underway with Naylor Love and their sub-contractors, including architectural lead - Architectus.

Experience

Invercargill City Council has contracted Gibson International to develop the opening 'Story of Southland' experience and interior design and fitout works for the experience hall, alongside museum staff.

Concept design phase was completed on 18 July 2024.

Developed design phase is underway and will be completed in late October 2024.

The Story of Southland exhibition will be a long-term exhibition that utilises art and artefacts from the collection of Te Kupeka Tiaki Taoka alongside other regional and national collections and will include physical interactives; audio/visual media; interactive and immersive digital content. Other gallery spaces will have temporary programmed exhibitions – with flexibility to deliver a mix of in-house and touring shows.

Brand

Invercargill City Council has contracted Plato Creative to develop the brand for Te Unua Museum of Southland on 15 July 2024. We are working towards a brand launch in May 2025.

Cost

On 4 July 2024 Naylor Love delivered the final developed design and a fixed price lump sum (FPLS) offer for the building. At the same time Gibson International delivered the concept and cost plan for the Experience.

Both cost plans came in over budget.

- Total cost: \$87 million (\$76.9 for Te Unua). Note difference is for delivery of Te Moutere – Tuatara Island and Te Pātaka Taoka Southern Regional Collections Facility as part of Project 1225.
- Increase in cost from budget: \$13 million.
- Invercargill City Council's total investment (including underwriting external funding): \$76.7 million .

External / Third Party Funding

External funding of \$17 million had been budget to fund Project 1225.

\$10.4 million has been committed to Council from third-party funders.

The remaining \$6.6 million is yet to be secured and is now looking uncertain.

In July 2024 the Manatu Taonga Regional Culture and Heritage Fund was closed. Invercargill City Council are investigating the Regional Infrastructure Fund as an alternative source of central government funding, and although eligible, early indications are that Te Unua may not be high priority.

A targeted fundraising and sponsorship campaign, along with a community fundraising activity is planned.

Consultation

With the receipt of over-budget cost plans Invercargill City Council is consulting with the community on four scope-adjustment options, each with an impact on budget and outcome.

Community consultation closes on 23 September 2024; submissions will be heard 8 October and on 22 October Council will deliberate and vote on resolutions.

The progress of the build against timeline is not impacted by the consultation, although there may be an impact on the Experience development timeline.

Operational Planning

The museum team has operational planning underway; this includes developing an operational budget and staffing structure, exhibition programming, preparatory work for delivering full range of museum services, activation of brand, website development alongside a number of partnerships and collaborations.