



NOTICE OF MEETING

**Notice is hereby given of the Meeting of the
Southland Regional Heritage Committee
to be held in the Council Chamber, Civic Theatre,
88 Tay Street, Invercargill on Friday 25 October 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

25 October 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 27 September 2024 (A5564750)	4
4. Financial Reports for Southland Regional Heritage Committee (A5594988)	8
4.1 Appendix 1 – SRHC Funding Report September 2024 (A5595071)	10
4.2 Appendix 2 – Annual Plan 2025 - 2026 and Revised Project Ark Budget 2024 – 2025 (A5595012)	14
5. Roving Museum Officer - Six Monthly Report (A5597927)	16
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 27 September 2024
- (b) Report on the Summary of Funding Applications and Recommendations

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)(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) Report on the Summary of Funding Applications and Recommendations	<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

MINUTES OF THE SOUTHLAND REGIONAL HERITAGE COMMITTEE, HELD IN THE COUNCIL CHAMBER, VICTORIA ROOM CIVIC THEATRE, 88 TAY STREET, INVERCARGILL ON FRIDAY 27 SEPTEMBER 2024 AT 10.00 AM

Present: Cr P Duffy (Chair)
Cr C Menzies
Cr N Phillips
Cr B Reid
Cr D Ludlow
Cr B Stewart
Rev E Cook (Via Zoom)

In Attendance: Mr R Capil - Group Manager - Community Spaces and Places (ICC)
Mr M Morris - Manager - Governance and Legal (ICC)
Mr J Trent - Democracy Advisor (SDC)
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 L Williams - Team Leader – Executive Support (ICC)

1. Apologies

Cr Soper

Moved Cr Stewart, seconded Cr Menzies and **RESOLVED** that the apology be accepted.

2. Declaration of Interest

Nil.

3. Minutes of the Southland Regional Heritage Committee Meeting Held on 11 July 2024

A5450809

Moved Cr Menzies, seconded Rev Cook and **RESOLVED** that the Minutes of the Southland Regional Heritage Committee Meeting held on 11 July 2024 be confirmed.

A query was raised if a letter had gone to Lotteries thanking them from the Committee, this was to be checked.

4. **Financial Reports for Southland Regional Heritage Committee**

A5556644

Mrs Kathleen Simmonds presented the report and noted in the funding report additional information had been added around how the costs came into the funding report. She added that there had been no funding from SDC or GDC as awaiting rate setting information and this would be updated in the next week. The Roving Museum Officer (RMO) role had been added for the next three years and the impact of this would be shown in the report.

It was noted that Project Ark was under budget, it was confirmed that there were two invoices removed for work done at Te Hiko and the payment had been made by ICC and the costs would be included in the 2024/2025 year as the work had not been completed by the end of June and the amount was around \$50,000, this also related to wages.

A query was raised if the work had not been completed should the payment be made in the correct year, and noted it was not an underspend but a timing issue. Mrs Simmonds noted that the invoices had been paid in May through ICC and added this formed part of the unaudited accounts, and Audit may change that.

It was noted that there was an underspend in the Annual Report and this was due to grants made and that the RMO allocation was a grant that had to have the full three years included as a current expense. The two funding rounds were higher due to an increase in applications and grants given.

A query was raised if there was an underspend, did it impact on the budget. It was noted that it could.

Moved Cr Phillips, seconded Cr Ludlow and **RESOLVED** 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).

5. **Te Unua Museum of Southland - Update Report**

A5552135

Note this item and the accompanying presentation were moved to public excluded.

6. Public Excluded Session

Moved Cr Reid, seconded Cr Stewart 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 11 July 2024
- (b) Project Ark/Regional Resources - Update Report
- (c) Ratify Email Approval for Quote to Carry Out Necessary Photographic Recording at Te Hikoi
- (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 Hikoī	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

There being no further business, the meeting finished at 11.30 am.

FINANCIAL REPORTS FOR SOUTHLAND REGIONAL HERITAGE COMMITTEE

To:	Southland Regional Heritage Committee
Meeting Date:	Friday 25 October 2024
From:	Kathleen Simmonds – Accounting Technician
Approved:	Patricia Christie – Group Manager - Finance and Assurance
Approved Date:	Thursday 17 October 2024
Open Agenda:	Yes
Public Excluded Agenda:	No

Purpose and Summary

This report provides to the Committee information relating to the Funding and Annual Plan 2025 – 2026 and Project Ark Budget for 2024 – 2025 update.

Recommendations

That the Southland Regional Heritage Committee:

1. Receives the “Financial Reports for Southland Regional Heritage Committee”.
2. Receives the “Southland Regional Heritage Committee Funding Report 1 September 2024 – 30 September 2024” (Appendix 1)
3. Receives the Report “Annual Plan 2025 - 2026 and Revised Project Ark Budget 2024 - 2025” (Appendix 2)

Funding Report – 1 September – 30 September 2024

The funding report has a total closing balance to date of \$603,150.62. This amount is represented by closing bank of \$668,773, Forecast Expenditure of \$203,151 and Term Deposit of \$400,000.

All grants for the 2024 - 2025 have now been updated and invoices sent out to the councils.

Project Ark costs of \$96,581.49 is the Quarter Four 2023 – 2024 invoice from Invercargill City Council and \$24,840 is Heritage Studios Imaging Limited invoice for 2024 – 2025.

Annual Plan 2025 - 2026 and Revised Project Ark Budget 2024 - 2025

Annual Plan for the 2025 – 2026 shows the first year of the Regional Resource Team concept for Project Ark. The budget for this period has not changed significantly to what was presented to the committee last year except for the removal of the Southland Regional Collection Fund that was proposed to the committee last year but wasn't taken further.

The budget for the Regional Resource Team is a combination of Project Ark staff costs and funding support from the Southland Regional Heritage Committee.

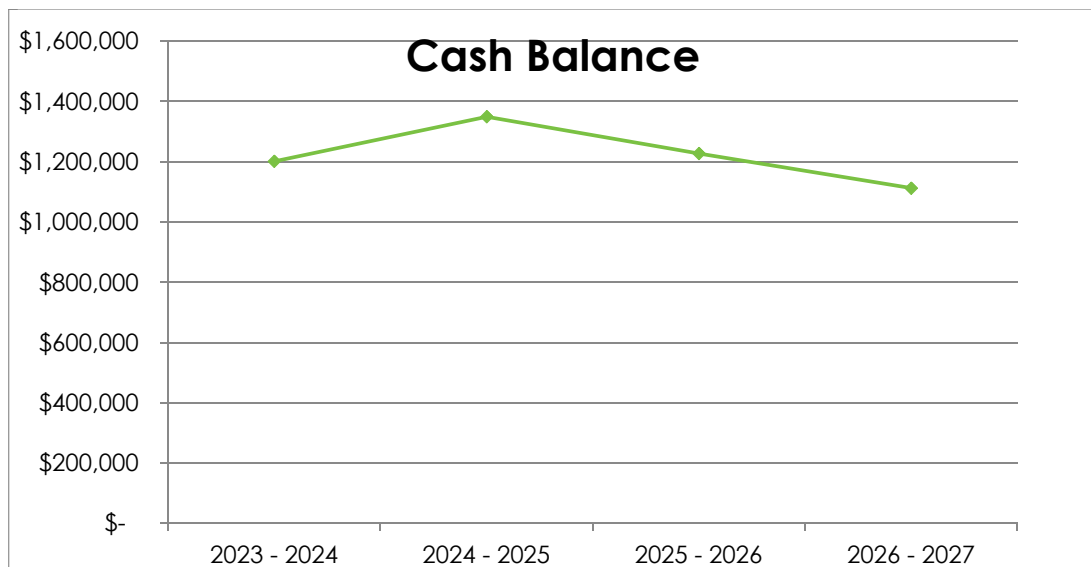
Currently there is no outside funding for 2025 - 2026 year.

Project Ark Budget for 2024 – 2025 year is \$250,122. Due to a smaller Project Ark Team than anticipated there is an allocated amount of \$191,099.

The following line indicates a negative amount of \$142,200 this is the current spend for 2024 – 2025 year and the proposed spend of \$87,300. This amount is with Heritage Studios Imaging Limited. The combination of the two leaves a budget spend of \$48,899 for the year.

Project Ark have received funding for the 2024 - 2025 year of \$157,050. There was an underspend of outside funding from previous years of \$33,055. At this stage we are not sure that the underspend can be allocated to this year or whether it will need to be paid back to funders. This amount has been included in the figure for outside funding totalling \$190,105.

Annual Plan	2024 / 2025 LTP 1	2025 / 2026 LTP 2	2026 / 2027 LTP 3
Budgeted Income	2,049,765	2,109,830	2,717,878
Budget Expenditure	1,841,670	1,859,112	1,906,046
Project Ark	250,122	372,924	380,906
Outside Funding-Project Ark	190,105		
Surplus or Excess Funds	148,078	-122,205.81	-115,074
Opening Bank- \$120,475 – Closing Bank	1,349,553	1,227,347	1,112,273



Attachments

1. Appendix 1 – SRHC Funding Report September 2024 (A5595071)
2. Appendix 2 – Annual Plan 2025 - 2026 and Revised Project Ark Budget 2024 – 2025 (A5595012)

**Southland Regional Heritage Committee
Funding Report
1 September 2024 - 30 September 2024**

Summary

Opening Balance 825,593.79

Income

Rate - Invercargill City Council 87,321.65
 Rate - Southland District Council 0.00
 Rate - Gore District Council 0.00
 Term Deposit released 0.00
 CTOS-Grant for RMO 0.00
 Interest Earned 3,251.81
 GST Refunds 0.00
 Lottery Grant for Project Ark 0.00
 Ministry for Culture for Project Ark 0.00

Total Income 90,573.46

Less

Grants and other

Te Kupeka Tiaki Taoka - Southern Regional Collections Trust 107,637.85
 Gore District Council 17,209.67
 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 0.00
 Te Hiko Southern Journey Ltd 2020-21 Grant 0.00
 SRHC Fund 0.00
 Admin Fees 0.00
 RMO Charge 6,250.00
 RMO Expenses 1,792.23
 General Expenses 0.08
 Repayment of Unused Grant-NZ Lottery Grant Board 0.00
 Project Ark 96,581.49
 Audit Fees - Jun-23 0.00
 GST Payment 17,923.31

Total Expenses 247,394.63

Closing Balance 668,772.62

Forecast Expenditure 215,500.00
 Project Ark forecasted spend - 2024-25 year 250,122.00

Closing operating bank balance after current forecasted expenditure 203,150.62

Term Deposit Maturity Date - 30/12/2024 400,000.00

Total closing balance to date 603,150.62

0.00

Funding Available for Grants & Administration	
Southland Regional Heritage Fund - Opening Balance	819,726.66
Funding Received	
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	405,867.16
Funding Received	87,321.65
Grants Paid	124,847.52
Other Income	3,251.81
Term Investment Released	0.00
Admin Fees	0.00
RMO Charge	6,250.00
RMO Expenses	1,792.23
General Expenses	0.08
Project Ark	96,581.49
Repayment of Unused Funds-NZ Lottery Grant Board	0.00
Term Investment (re-invested)	0.00
Other Payments	17,923.31
Administration & Other Museum Grants - Closing Balance	249,045.99
<i>Less Forecastwd Spend</i>	187,500.00
Project Ark forecasted spend - 2024-25 year	250,122.00
.	
Funds Available for Administration & Other Museum Grants	(188,576.01)
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Total Closing Balance	1,068,772.65
Total Funds Available for Grants & Administration	603,150.62

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	37,500.00	37,500.00
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	68,748.00	187,500.00
Total Forecaste Expenditure	284,248.00	68,748.00	215,500.00

Southland Regional Heritage Committee - Public - Financial Reports for Southland Regional Heritage Committee (A5594988)

Income

SDC	GDC	ICC	CTOS Grant-RMO	Term Deposit Rel Interest	GST Refunds	Lottery Grant	Ministry for Culture
		87,321.65			3,251.81		
0.00	0.00	87,321.65	0.00	0.00	3,251.81	0.00	0.00
							90,573.46

Expenses

Te Kūpeka Tiaki Taoka	GDC	Admin Grants	Bluff Maritime M 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							6,250.00	1,792.23		24,840.00	17,923.31		0.08
											71,741.49			
107,637.85	17,209.67	-	-	-	-	-	-	6,250.00	1,792.23	-	96,581.49	17,923.31	0.08	-
														247,394.63

Operating

Opening balance as - 01 September 2024	825,593.79
from Cashbook	Income
	90,573.46
	Expenses
	- 247,394.63
Closing Balance	668,772.62
Per Bank Stmt - 30 September 2024	668,772.62
	-
	-

Southland Regional Heritage Committee - Public - Financial Reports for Southland Regional Heritage Committee (A5594988)

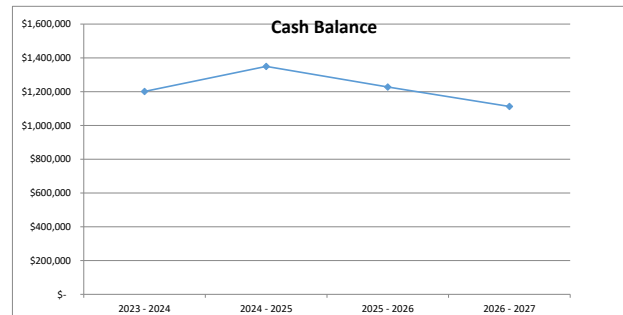
Southland Regional Heritage Committee - Annual Plan 2025-2026 and Revised Project Ark Budget 2024-2025

	2024 - 2025	2025 - 2026	2026 - 2027	2027 - 2028	2028 - 2029	2029 - 2030	2030 - 2031	2031 - 2032	2032 - 2033	2033 - 2034
	LTP year 1	LTP year 2	LTP year 3	LTP year 4	LTP year 5	LTP year 6	LTP year 7	LTP year 8	LTP year 9	LTP year 10
<i>Inflation (LGC) - BERL draft rate for 2025-26 as at 30/06/2024 issued Aug-24</i>	2.90%	3.30%	3.30%	3.30%	3.30%	3.30%	3.30%	3.30%	3.30%	3.30%
<i>Inflation (CPI) - as 09/10/2024</i>	2.40%	2.20%	2.20%	2.20%	2.20%	2.20%	2.20%	2.20%	2.20%	2.20%
Calculation of Levies										
	\$ 37.62	\$ 38.86	\$ 40.15	\$ 41.47	\$ 42.84	\$ 44.25	\$ 45.71	\$ 47.22	\$ 48.78	\$ 50.39
Invercargill City Council	\$ 37.62	\$ 38.86	\$ 40.15	\$ 41.47	\$ 42.84	\$ 44.25	\$ 45.71	\$ 47.22	\$ 48.78	\$ 50.39
Invercargill City Council (Additional funding for cataloguing at TKTT)	\$ 4.35	\$ 4.35	\$ 4.35	\$ 4.35	\$ 4.35	\$ 4.35	\$ 4.35	\$ 4.35	\$ 4.35	\$ 4.35
Invercargill City Council Regional Cataloguing Rate	\$ 1.00	\$ 1.00	\$ 1.00	\$ 1.00	\$ 1.00	\$ 1.00	\$ 1.00	\$ 1.00	\$ 1.00	\$ 1.00
Invercargill City Council - Rate (GST Excl)	\$ 42.97	\$ 44.21	\$ 45.50	\$ 46.82	\$ 48.19	\$ 49.60	\$ 51.06	\$ 52.57	\$ 54.13	\$ 55.74
Southland District Council	\$ 37.62	\$ 38.86	\$ 40.15	\$ 41.47	\$ 42.84	\$ 44.25	\$ 45.71	\$ 47.22	\$ 48.78	\$ 50.39
Southland District Council (Additional funding for cataloguing at TKTT)	\$ 4.35	\$ 4.35	\$ 4.35	\$ 4.35	\$ 4.35	\$ 4.35	\$ 4.35	\$ 4.35	\$ 4.35	\$ 4.35
Southland District Council Regional Cataloguing Rate	\$ 1.00	\$ 1.00	\$ 1.00	\$ 1.00	\$ 1.00	\$ 1.00	\$ 1.00	\$ 1.00	\$ 1.00	\$ 1.00
Southland District Council - Rate (GST Excl)	\$ 42.97	\$ 44.21	\$ 45.50	\$ 46.82	\$ 48.19	\$ 49.60	\$ 51.06	\$ 52.57	\$ 54.13	\$ 55.74
Gore District Council	\$ 37.62	\$ 38.86	\$ 40.15	\$ 41.47	\$ 42.84	\$ 44.25	\$ 45.71	\$ 47.22	\$ 48.78	\$ 50.39
Gore District Council Regional Cataloguing	\$ 1.00	\$ 1.00	\$ 1.00	\$ 1.00	\$ 1.00	\$ 1.00	\$ 1.00	\$ 1.00	\$ 1.00	\$ 1.00
Gore District Council - Rate (GST Excl)	\$ 38.62	\$ 39.86	\$ 41.15	\$ 42.47	\$ 43.84	\$ 45.25	\$ 46.71	\$ 48.22	\$ 49.78	\$ 51.39
Rateable Properties										
Invercargill City Council	25,002	25,002	25,002	25,002	25,002	25,002	25,002	25,002	25,002	25,002
Southland District Council	16,658	16,658	16,658	16,658	16,658	16,658	16,658	16,658	16,658	16,658
Gore District Council	6,719	6,719	6,719	6,719	6,719	6,719	6,719	6,719	6,719	6,719
Budgeted Income										
Original Regional Rate (GST Excl)										
Invercargill City Council	\$ 940,651.12	\$ 971,692.61	\$ 1,003,758.46	\$ 1,036,882.49	\$ 1,071,099.61	\$ 1,106,445.90	\$ 1,142,958.62	\$ 1,180,676.25	\$ 1,219,638.57	\$ 1,259,886.64
Invercargill City Council (Additional funding for cataloguing at TKTT)	\$ 108,758.70	\$ 108,758.70	\$ 108,758.70	\$ 108,758.70	\$ 108,758.70	\$ 108,758.70	\$ 108,758.70	\$ 108,758.70	\$ 108,758.70	\$ 108,758.70
Invercargill City Council Regional Cataloguing Rate (*New)	\$ 25,002.00	\$ 25,002.00	\$ 25,002.00	\$ 25,002.00	\$ 25,002.00	\$ 25,002.00	\$ 25,002.00	\$ 25,002.00	\$ 25,002.00	\$ 25,002.00
Invercargill City Council - Total Funding	\$ 1,074,411.82	\$ 1,105,453.31	\$ 1,137,519.16	\$ 1,170,643.19	\$ 1,204,860.31	\$ 1,240,206.60	\$ 1,276,719.32	\$ 1,314,436.95	\$ 1,353,399.27	\$ 1,393,647.34
Southland District Council	\$ 626,724.52	\$ 647,406.42	\$ 668,770.84	\$ 690,840.27	\$ 713,638.00	\$ 737,188.06	\$ 761,515.26	\$ 786,645.27	\$ 812,604.56	\$ 839,420.51
Southland District Council (Additional funding for cataloguing at TKTT)	\$ 72,462.30	\$ 72,462.30	\$ 72,462.30	\$ 72,462.30	\$ 72,462.30	\$ 72,462.30	\$ 72,462.30	\$ 72,462.30	\$ 72,462.30	\$ 72,462.30
Southland District Council Regional Cataloguing Rate (*New)	\$ 16,658.00	\$ 16,658.00	\$ 16,658.00	\$ 16,658.00	\$ 16,658.00	\$ 16,658.00	\$ 16,658.00	\$ 16,658.00	\$ 16,658.00	\$ 16,658.00
Southland District Council - Total Funding	\$ 715,844.82	\$ 736,526.72	\$ 757,891.14	\$ 779,960.57	\$ 802,758.30	\$ 826,308.36	\$ 850,635.56	\$ 875,765.57	\$ 901,724.86	\$ 928,540.81
Gore District Council	\$ 252,789.17	\$ 261,131.21	\$ 269,748.54	\$ 278,650.25	\$ 287,845.70	\$ 297,344.61	\$ 307,156.98	\$ 317,293.17	\$ 327,763.84	\$ 338,580.05
Gore District Council Regional Cataloguing Rate (*New)	\$ 6,719.00	\$ 6,719.00	\$ 6,719.00	\$ 6,719.00	\$ 6,719.00	\$ 6,719.00	\$ 6,719.00	\$ 6,719.00	\$ 6,719.00	\$ 6,719.00
Gore District Council - Total Funding	\$ 259,508.17	\$ 267,850.21	\$ 276,467.54	\$ 285,369.25	\$ 294,564.70	\$ 304,063.61	\$ 313,875.98	\$ 324,012.17	\$ 334,482.84	\$ 345,299.05
Total Funding Collected from Joint Council's	\$ 2,049,764.81	\$ 2,109,830.24	\$ 2,171,877.84	\$ 2,235,973.01	\$ 2,302,183.32	\$ 2,370,578.57	\$ 2,441,230.86	\$ 2,514,214.68	\$ 2,589,606.97	\$ 2,667,487.20
Budgeted Expenditure										
Grants										
	Budget									
Te Kupeka Tiaki Taoka - Southern Regional Collections Trust	\$ 1,143,697	\$ 1,181,439	\$ 1,220,426	\$ 1,260,700	\$ 1,302,303	\$ 1,345,279	\$ 1,389,673	\$ 1,435,533	\$ 1,482,905	\$ 1,531,841
Additional ICC and SDC Grant - (Cataloguing project)	\$ 181,221	\$ 181,221	\$ 181,221	\$ 181,221	\$ 181,221	\$ 181,221	\$ 181,221	\$ 181,221	\$ 181,221	\$ 181,221
Gore Collections (LGC)	\$ 212,505	\$ 219,518	\$ 226,762	\$ 234,245	\$ 241,975	\$ 249,960	\$ 258,209	\$ 266,730	\$ 275,532	\$ 284,624
Bluff Museum (CPI)	\$ 15,624	\$ 15,967	\$ 16,319	\$ 16,678	\$ 17,045	\$ 17,420	\$ 17,803	\$ 18,194	\$ 18,595	\$ 19,004
Riverton Museum (CPI)	\$ 15,624	\$ 15,967	\$ 16,319	\$ 16,678	\$ 17,045	\$ 17,420	\$ 17,803	\$ 18,194	\$ 18,595	\$ 19,004
Roving Musuem Officer (Uninflated)	\$ 75,000	\$ 75,000	\$ 75,000	\$ 75,000	\$ 75,000	\$ 75,000	\$ 75,000	\$ 75,000	\$ 75,000	\$ 75,000
General Fund (Uninflated) - RMO Supplies, Audit Fees & General costs	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000
Southland Regional Fund (Uninflated) - 75,000 per funding round 2 x per year	\$ 150,000	\$ 150,000	\$ 150,000	\$ 150,000	\$ 150,000	\$ 150,000	\$ 150,000	\$ 150,000	\$ 150,000	\$ 150,000
Committed Funds outstanding	\$ 28,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Original Grants	\$ 1,841,670	\$ 1,859,112	\$ 1,906,046	\$ 1,954,521	\$ 2,004,588	\$ 2,056,300	\$ 2,109,709	\$ 2,164,872	\$ 2,221,848	\$ 2,280,694

Southland Regional Heritage Committee - Public - Financial Reports for Southland Regional Heritage Committee (A5594988)

Project Ark Costs - (costs increased by CPI)	Budget	Budget	Budget	Budget	Budget	Budget	Budget	Budget	Budget	Budget	Budget
Co-ordinators salary (RHC Funded)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Co-ordinator's KS, ACC, Admin	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Collection Cataloguer (SRHC Funded)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Collection Photographer and Technician (Lottery)	\$ 140,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Collection Cataloguers, FTE x 1, FTE .5 x 2, includes summer intern (Cultural Heritage)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
All Kiwi Saver @ 3%	\$ 10,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
ACC	\$ 494	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Telephones	\$ 1,229	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Travel, Conference, Accommodation	\$ 2,500	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Recruitment Costs - Cataloguers	\$ 3,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Professional Membership	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Training PD	\$ 2,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Regional Resource Team - Contractor Costs	\$ 191,099	\$ 330,000	\$ 337,260	\$ 344,680	\$ 352,263	\$ 360,012	\$ 367,933	\$ 376,027	\$ 384,300	\$ 392,754	
Studio Heritage Invoices-\$54,900 paid - \$87,300 proposed	\$ 142,200	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Project related travel and expenses	\$ 5,000	\$ 5,110	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	
Volunteer Honorarium Travel	\$ 1,000	\$ 1,022	\$ 1,044	\$ 1,067	\$ 1,091	\$ 1,115	\$ 1,139	\$ 1,165	\$ 1,190	\$ 1,216	
Packing materials	\$ 20,000	\$ 20,440	\$ 20,890	\$ 21,349	\$ 21,819	\$ 22,299	\$ 22,790	\$ 23,291	\$ 23,803	\$ 24,327	
Lease of workspace	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
General Operating Expenses / Equipment replacement	\$ 5,000	\$ 5,110	\$ 5,222	\$ 5,337	\$ 5,455	\$ 5,575	\$ 5,697	\$ 5,823	\$ 5,951	\$ 6,082	
IGH speed broadband connection	\$ 2,500	\$ 2,555	\$ 2,611	\$ 2,669	\$ 2,727	\$ 2,787	\$ 2,849	\$ 2,911	\$ 2,975	\$ 3,041	
Significance assessment software & database	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Software	\$ 500	\$ 511	\$ 522	\$ 534	\$ 545	\$ 557	\$ 570	\$ 582	\$ 595	\$ 608	
Annual costs for server, image backup to cloud	\$ 5,000	\$ 5,110	\$ 5,222	\$ 5,337	\$ 5,455	\$ 5,575	\$ 5,697	\$ 5,823	\$ 5,951	\$ 6,082	
Provision for travel allowance and cultural advice	\$ 3,000	\$ 3,066	\$ 3,133	\$ 3,202	\$ 3,273	\$ 3,345	\$ 3,418	\$ 3,494	\$ 3,570	\$ 3,649	
Total Regional Cataloguing Project	\$ 250,122	\$ 372,924	\$ 380,906	\$ 389,176	\$ 397,628	\$ 406,266	\$ 415,093	\$ 424,115	\$ 433,336	\$ 442,759	
Funding from LEHC	\$ 125,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Funding from Ministry of Culture and Heritage	\$ 32,050	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Funding not spent LEHC	\$ 17,768	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Funding not spent MHC	\$ 15,286	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Total Expenditure	\$ 1,901,687.23	\$ 2,232,036.05	\$ 2,286,952.08	\$ 2,343,697.23	\$ 2,402,216.10	\$ 2,462,565.05	\$ 2,524,802.25	\$ 2,588,987.75	\$ 2,655,183.50	\$ 2,723,453.48	

Surplus or Excess Funds	\$ 148,077.57	\$ (122,205.81)	\$ (115,074.24)	\$ (107,724.22)	\$ (100,032.78)	\$ (91,986.48)	\$ (83,571.39)	\$ (74,773.06)	\$ (65,576.53)	\$ (55,966.29)
Bank Balance and Term Deposit Balance as at 01 Jul-24	\$ 1,201,475	\$ 1,349,553.05	\$ 1,227,347.25	\$ 1,112,273.01	\$ 1,004,548.79	\$ 904,516.01	\$ 812,529.53	\$ 728,958.14	\$ 654,185.08	\$ 588,608.54



Roving Museum Officer



Queen Victoria Diamond Jubilee (1897) medal of Robert Jopp. From the collections of the Switzers (Waikaia) Museum Inc.

6-monthly report

1 April – 30 September 2024

Introduction

For the last six months RMO work has been mainly focused on moving the collections of the Wyndham Historical Society to the Switzers (Waikaia) Museum Inc. storerooms.

When available from July 2024 days were spent processing the treated textiles and objects from Waikawa & Districts Museum removed from display for treatment in late 2023.

Additional assistance was given to other museums and societies such as Te Hikoi Heritage Museum and Waikaia (Switzers) Museum Inc.

Time was spent arranging a National Services Te Paerangi 'Object mounting workshop' at the Heritage Precinct in Gore in July and a textile mounting and costume assessment workshop across four venues and involving five museums that will occur from 4-13 November 2024.

Textile mounting and assessment workshops developed from projects such as the korowai housing at Te Puka o Te Waka / Rakiura Museum and the proposed reinstallation of textiles at the Waikawa & Districts Museum and will be followed by a kākahu (Maori textiles and fibre) event in 2025.



Dresses from the collections of Te Hikoi Museum at left and from Switzers (Waikaia) Museum Inc. at right will be assessed for possible stabilisation/restoration and mounting as part of the planned November 2024 textile workshops.

Te Puka o Te Waka / Rakiura Museum



Hīnaki or eel pot that originally made by Buddie Willa and passed down through Rakiura / Stewart Island Leask and Hicks whanau. Collection of Te Puka o Te Waka / Rakiura Museum, Stewart Island.

The collections of Te Puka o Te Waka / Rakiura Museum not on display (inside and/or outside) are housed in a museum storeroom with lockable compactable shelving units, vertical slot housing and textile and map bolster units.

Additional visits to Rakiura from June 2023 were made by the RMO to assist volunteers in storing their collections and in developing the kākahu (textile and fibre) cabinet for the display/storage of their significant textiles. Further planning for the storage space was also carried out during visits and some of the larger objects such as whale bones still need to be housed into their final locations and fragile material attended to as a priority.

The RMO travelled to the Island toward the end of October 2023 when textile conservator Dr Tracey Wedge visited to house the kākahu (Maori textiles and fibre) that rest at Te Puka o Te Waka and to finalise details for the fabrication of the purpose-built storage/display unit that will move from storage to display as required.

This prefabricated storage unit is scheduled to arrive on the island in late October 2024 and its arrival will coincide with a return visit of the conservator in November when the Bragg whanau korowai will be temporarily taken off display, mounted and boxed into the unit and then put back on display.

This work is being done now should the korowai need to be rested or taken off display in the future. It is planned that while on Rakiura Dr Wedge also examine the ca. 1930s supplejack hīnaki / eel pot (above) and a large fabric mural that have recently arrived.



Textile Conservator Dr Tracey Wedge and Stephen Davies in October 2023 preparing a surface to receive the rolled whitau (flax fibre) and wool-embellished korowai on inward loan from the Topi Whanau that will rest in the kākahu storage unit at Te Puka o Te Waka / Rakiura Museum. Funding from the SRHC was gained for this visit and for the visit and workshops planned across four venues including Rakiura / Stewart Island in November 2024.

Waikawa & Districts Museum

A project in late October 2023 to improve the display conditions for some of the textiles at the Waikawa & Districts Museum began with the visit of a textile conservator as part of a deinstallation and planned refurbishment.



One of two large, adjoined textile display cases that will be refurbished as part of a textile project at the Waikawa & Districts Museum. The two cases held a variety of objects and materials with textile, metal, wood, paper, and composite objects. These are small objects such as buttons and large items such as the side-saddle on the right. The cases are attractive in their variety and subject matter and significant in their community connectedness and are very popular.

A general workshop on the textiles on display in two large display cases at the Waikawa & District Museum included condition assessments/reporting and dismounting from display by textile conservator Dr Tracey Wedge over three days between 26 October – 30 October 2023.

The RMO packed the textiles and objects as they came off display and those items that could be treated by freezing were wrapped in tissue and boxed, the box wrapped in plastic, sealed and transported to the regional freezer (then sighted at the Southland Museum) in Invercargill. They remained in the freezer for 2 weeks at -23°C before being transported back to the Waikawa & District Museum. Two further boxes await treatment by freezing and as the regional freezer is unavailable an alternate solution will need to be found for these and for other items deemed not suitable for this method of treatment.



The currently empty cases were made by a local man and the committee wish to retain them. They have been painted (using low VOC¹ paints) but we still need to make them airtight (or pest-proof) if possible, replace lighting (with a more suitable low light/low heat emission option, e.g., LED's) and to add support and/or tailor-made mounts to all of the objects as they are re-displayed.

A SRHC grant for this refurbishment was obtained from the September 2023 funding round. This project was continued from May 2024 with a National Services Te Paerangi (Te Papa) funded workshop on object mounting techniques for display in June 2024 in Gore to which all of the museums were invited.

The RMO has been processing the collection in the interim and another workshop is being planned for November 2024 on textile surface cleaning and textile – costume mounting on tailor made or adapted forms will be held at Te Hikoi and Gore but with a special visit and days spent at Waikawa with the volunteers there. It is hoped that if deemed suitable then the significant paisley dress below will be used to demonstrate surface cleaning and mounting.



¹ Low VOC = Volatile Organic Compounds

Wyndham & Districts Historical Museum

The Wyndham and Districts Historical Society are currently fundraising for a new museum. Several years ago, the museum was closed to the public because of seismic concerns in the SDC owned building but since then, the collections have been digitised, catalogued and packed.

The collection needed to be exited from the building and the RMO has been working with the committee and volunteers to this end since September/October 2023.

As the regional freezer was not available for this collection move the museum was fumigated and all the boxed collection wrapped in plastic and sealed to protect it and the host collection from possible contamination.

The RMO had the comparatively easy job of taking the boxed collections to the host collection storage facility² the Wyndham & Districts Historical Society has continued with organising and improving the conditions of an on-site secondary storage shed and additional container storage.



The Wyndham Museum Committee wrapped and sealed all the boxed material that will move to a temporary storage facility.



The same space at the old Wyndham Museum building in June 2024

² Switzers (Waikaia) Museum Inc., Waikaia.

The majority of the last 6-months have been spent by the RMO on this project (and to a lesser degree the Waikawa project) but most recently larger items have been housed and a truck hired to transport them to Waikaia. The Wyndham Historical Society was very grateful that Sam Chandler was able to make some specialised storage boxes using the regional laser box cutting Gunnar machine at Te Pātaka Taoka for these additional items and the Southland District Council funded a vehicle for their transport.

Switzers (Waikaia) Museum Inc.

From April 2023 I had been relocating much of my RMO materials and equipment to Waikaia from September began planning the temporary relocation of part of the Wyndham collection to the Switzers (Waikaia) Museum Inc. building. This work continued through 2024 along with the removal of RMO materials previously stored at the SDC archive building in Invercargill.



I would again like to thank the Switzers Museum, in particular their chair Mairi Dickson for agreeing to provide temporary respite storage for the more vulnerable aspects of the Wyndham and District Historical Society's collections and RMO materials.



Our museums continue to receive in items of significance to their stories of Southland. At right the wedding dress of Janie Watt (nee Christie, Waikaia 1874-1958) who married George J. Watt (1868-1944) on 29 December 1897. The purple fabric of the dress is an example of the use of mauveine or 'Perkin's Purple' (after the discoverer) – one of the world's first synthetic dyes highly popular in the 1850-60s. This textile will be assessed by Dr Tracey Wedge at the upcoming workshop in Gore in November 2024.

At right a Queen Victoria Diamond Jubilee (1897) medal that was presented to Robert Jopp. The medal came in with an extensive archive of photographs and information relative to the Jopp and Gee families of Riversdale. It will go on display with other military items in the museum's war section such as the dead men's pennies from the Robertson brothers at Balfour who featured in a recent SDC 'First Edition' article. Robert Jopp was one of four New Zealanders composing the bodyguard at the Diamond Jubilee of Queen Victoria, and was also one of the bodyguard when the UK's King and Queen visited New Zealand in 1902.

Other

Integrated Pest Management

As previously mentioned, I will be working with an Invercargill based conservator on a funded IPM (integrated pest management) plan for several museums in 2025. This work may also extend to an IPM strategy that could extend across all our smaller mainly volunteer-run museums but tailored to each as required.

NSTP Object Mounting workshop 1-2 July 2024



Attendees at the NSTP object mounting workshop held at the Maruawai Centre in Gore, Southland on 1-2 July 2024. We were grateful to presenters Alivia and Glynis and National Services Te Paerangi for providing the workshop and to the Gore Heritage Precinct for accommodating the event along with the enthusiastic participants who attended.

A one and a half day National Services Te Paerangi (NSTP) object mounting workshop was held at the Maruawai Centre in Gore, Southland on 1-2 July 2024.

The workshop was initiated in response to the need for Southland's museum volunteers and staff to become familiar with low-cost exhibition methods that incorporate standard collection care principles with achievable techniques.

The workshop delivered by Exhibition Technician Glynis Gardner and Exhibition Preparator Alivia Kofod (Te Papa Tongarewa, Museum of New Zealand) was attended by 19 individuals from seven museums/organisations representing Invercargill City, Gore and Southland Districts and included volunteers, collection staff and committee members.

The first day consisted of an overview of mount making and its significance in museum exhibitions and the presenters encouraged a practical, interactive approach with participants sharing experiences and solutions.

There were several demonstrations at the workshop including:

1. Forming and securing simple wire pins around objects.
2. Creating a basic wire T-mount.
3. Covering a stretcher in fabric and stitching items.
4. A step-by-step guide to basic book mounts and
5. Object to surface separation technics

These demonstrations were followed by a hands-on session where participants selected objects provided and applied learned techniques.

The second day began with a review and optional continuation of practice sessions. Participants presented objects from their collections needing mounting solutions and were able to discuss possible display options in the group with the presenters.

Acknowledgements

I would like to acknowledge the Southland District Council for their continued support of this position and recognize the Community Trust South and the Southland Regional Heritage Trust in providing this opportunity for the smaller mainly volunteer museums around Southland through the establishment of the Roving Museums Officer position and their strategic approach that signals an ongoing commitment to the preservation of Southland's moveable cultural heritage (museums)

The ongoing assistance of Jim Geddes (professional supervisor) and Jared Cappie (SDC support) has also been greatly appreciated.

Finally, I would like to sincerely thank and acknowledge all of those who work and volunteer in Southland's smaller museums and who continue to care for their community's heritage and share our 'Southland' stories.

Kia ora koutou,

Jo Massey - Roving Museum Officer

September 2024

Mō tātou, a mō ngā uri kei te heke mai

For us, and, for the generations to come

