

CENTRAL OTAGO HERITAGE TRUST

Minutes of the Board Meeting
4pm Wednesday 27 September 2022
Clyde Museum Blyth St



PRESENT: David Ritchie (Acting Chair), Russell Garbutt, Lynda Gray, Kristy Rusher, Ann Rodgers (CODC Liaison). Maggie Hope (Heritage Coordinator).

APOLOGIES: John Kerr, Warwick Hawker, Ross Naylor, Graye Shattky.

Due to late apologies, a quorum was not achieved for this meeting. Informal discussion on Agenda items continued without formal motions for decision making.

MINUTES OF PREVIOUS MEETINGS

- i. The Minutes of the Board meeting held on 29 April 2022 were reviewed. A minor error was detected.
- ii. The Minutes from the AGM held on 20 July 2022 were reviewed. Russell Garbutt suggested that the table summarising the COHT Trustees should include a column to indicate the date each Trustee was formally confirmed.

The minutes of these two meetings will be confirmed at the next COHT Board meeting

CORRESPONDENCE

Emails were received from:

- i. Sarah Gallagher from Heritage New Zealand. Nick Dixon has been seconded to another role at Heritage New Zealand, with Sarah now taking on the role of Acting Area Manager for Otago Southland for the next 6-12 months.
- ii. Owen Graham from the Central Otago Museums' Trust requested confirmation of COHT's appointee on the Trust. *This appointee will be formally confirmed at the next COHT Board meeting.*

Action:

Maggie will respond to Sarah's email, inviting her to attend a COHT Board meeting to meet the team and catch up on Heritage NZ news and priorities.

FINANCIAL

- Draft End of Year Accounts (30 June 2022) were presented and will be confirmed at the next CHT Board meeting.
- David and Maggie attended the CODC Council meeting on 1 June in support of our funding application to the 'Community Fund'. CODC subsequently approved a grant of \$40,000 to COHT for programme coordination for the 2022/2023 financial year. In addition, the Council has also approved a one-off payment of \$13,334, so that the Trust is funded until 1 November 2023, which aligns with the first grants round for the 2023/24 financial year. This funding (\$53,334) has now been received.
- Maggie noted that the six-monthly GST return will be completed in October and that the Charities Return is due in early December.

REPORTS:

Three reports were received:

- i. The Heritage Coordinator Report tracking progress on activities against the COHT Strategic Plan
 - Maggie highlighted the recent workshop she attended at Central Stories (Tū Tonu te Mana o Kā Taoka Tūturu) which was delivered by Aukaha Chief Executive Rachel Wesley. A new entity is currently being set up by Aukaha that will assist with Central Otago Kāi Tahu related matters. This entity is 'Kahui ki Tuawhenua'.
- ii. Oral History Progress Report that was recently submitted to the Otago Community Trust to meet funding accountability requirements.
- iii. Tu Tonu Oral History Research (Otago region)

This research was initiated by the Oral History Network Forum which is coordinated by the Otago Museum. The findings highlighted three key issues across the network:

 - Many recordings are still in analogue format and need digitising
 - The full scale of collections held at Toitu and Hocken is currently unknown (estimated at ~3000)
 - Improving public access to the collections (only three respondents reported that their collections, or part thereof, could currently be accessed by the public online).

Maggie and Carolyn Squires will be attending a Regional Oral History Network meeting in Dunedin on 11 November and will be raising the possibility of a region wide online repository where costs could be shared across the network.

BUSINESS:

- a) **Nomination and election of COHT Chair:** *To be confirmed at the next COHT Board Meeting*
- b) **CODC Planning Update:**

Ann Rodgers gave an update on the development of the Heritage Precinct Guidelines.

- Progress has been slow due to limited CODC planning resource. The guidelines are currently at the printers and will be presented to Council on 26 October alongside Plan Change 20. If approved by Council, these guidelines will take immediate effect.
- The guidelines are scheduled to go out for public submission in March/April 2023.
- Glen Hazelton has also identified building characteristics to provide guidance for heritage-related building consents that fall outside the precincts.

Action:

Anne will send through the Heritage Precinct Guidelines for Trustees to review.

Updating Schedule 19.4 in the District Plan (Register of Heritage Buildings, Places, Sites and Objects and Notable Trees)

- Updating the Register will commence in early 2023 and will take approximately two years to finalise.
- In the first instance, Council will call for additional items that will be considered for the Register.
- Council will contract planning expertise to assist with the process of reviewing the current list and assessing the addition of nominated sites/buildings etc.
- Discussion: Trustees confirmed the importance of liaising with the Otago Goldfields Heritage Trust early in the process to link work being undertaken in the Heritage Site Review.

Student Summer Projects

- Five groups of Planning Masters Students will be undertaking research projects over the 2022/23 summer period. Ann invited Trustees to think about possible heritage related planning projects that may be suitable for these students. Any such ideas can be communicated directly to Ann.

c) Otago Regional Council RPS Submission Update

Kristy Rusher gave an update on progress with COHT's submission to the RPS.

- The Hearing Panel for the non-freshwater parts of the PORPS has only recently been appointed. The freshwater planning instrument parts of the PORPS will be publicly notified on 30 September 2022. After that, the non-freshwater parts of the PORPS will be forwarded to the Panel.
- COHT's request to broaden the definition of Heritage was accepted by Kāi Tahu subsequent to a meeting that clarified COHT's perspective.

d) Winter Series Heritage Talks

Based on the success of the Winter Series, Trustees agreed that further events could be held throughout the year (every six weeks). Russell Garbutt contributed further ideas for topics.

e) Project Ark and Te Papa support

Kristy summarised a meeting she had with the Head of Sector Development at Te Papa in early September:

- Te Papa contributed financial support for Project Ark, a two-year pilot to start cataloguing Southland's heritage collections and share them online through E-hive - '100 must see objects'. Trustees discussed the strengths of this project. Maggie reported that the Central Otago Museums' Trust is currently applying for funding from the Ministry of Culture and Heritage (Covid Fund) for a similar project.
- Te Papa offers workshops on how to photograph collections. Kristy also outlined a recent project using a mobile photographic studio to collect community photographs. Maggie will pass on this information to the Central Otago Museums' Trust.

MEETING CLOSED:

6:15pm

NEXT MEETING

Early November (TBC)

David Ritchie
Acting Chair