
Dunedin Heritage Fund MINUTES

Minutes of an ordinary meeting of the Dunedin Heritage Fund held in the Plaza Conference Room, Civic Centre, The Octagon, Dunedin on Thursday 21 August 2025, commencing at 9:30 a.m.

PRESENT

Chairperson	Cr Sophie Barker	
Deputy Chairperson	Cr David Benson-Pope	
Members	Eva Forster-Garbutt	Joy Baker
	Laura Acton	(Southern Heritage Trust)
	(Heritage New Zealand)	
	Anna Johnson	Mark Mawdsley

IN ATTENDANCE

Mike Cartwright (City Growth and Advisory Services Manager),
Heather Bauchop (Heritage Advisor), Annette Greene
(Administrator – Planning)

Governance Support Officer Lauren Riddle

1 WELCOME

Cr Barker welcomed Joy Baker, Chairperson of the Southern Heritage Trust and Laura Acton, Conservation Advisor, Heritage New Zealand as new members to the Committee.

2 APOLOGIES

Moved (Cr Sophie Barker/Cr David Benson-Pope):

That the Committee:

Accepts the apology from Anna Johnson.

Motion carried

3 CONFIRMATION OF AGENDA

Moved (Cr Sophie Barker/Cr David Benson-Pope):

That the Committee:

Confirms the agenda with the following alteration for a change of order to consider the Round 1 funding applications, to allow the Larnach Castle Vinery/Glasshouse application to be taken as the last application, to allow the Chair to sit back from the item due to a declared conflict of interest.

Motion carried (DHF/2025/010)

4 DECLARATIONS OF INTEREST

Members were reminded of the need to stand aside from decision-making when a conflict arose between their role as an elected representative and any private or other external interest they might have.

There were no updates to the register provided.

Moved (Cr Sophie Barker/Member Eva Forster-Garbutt):

That the Committee:

- a) **Notes** the Elected Members' Interest Register; and
- b) **Confirms** the proposed management plan for Elected Members' Interests.

Motion carried

5 CONFIRMATION OF MINUTES

DUNEDIN HERITAGE FUND MEETING - 15 MAY 2025

Moved (Cr David Benson-Pope/ Mark Mawdsley):

That the Committee:

- a) **Confirms** the public part of the minutes of the Dunedin Heritage Fund meeting held on 15 May 2025 as a correct record.

Motion carried (DHF/2025/011)

RESOLUTION TO EXCLUDE THE PUBLIC

Moved (Cr Sophie Barker/ Laura Acton):

That the Committee:

Pursuant to the provisions of the Local Government Official Information and Meetings Act 1987, exclude the public from the following part of the proceedings of this meeting namely:

General subject of the matter to be considered	Reasons for passing this resolution in relation to each matter	Ground(s) under section 48(1) for the passing of this resolution	Reason for Confidentiality
C1 Dunedin Heritage Fund meeting - 15 May 2025 - Public Excluded	S7(2)(b)(ii) The withholding of the information is necessary to protect information where the making available of the information would be likely unreasonably to prejudice the commercial position of the person who supplied or who is the subject of the information.	.	
C2 Dunedin Heritage Fund - Heritage Advisors' Summary report, Financial Update to 31 July 2025, and Round 1 2025/2026 funding applications.	S7(2)(b)(ii) The withholding of the information is necessary to protect information where the making available of the information would be likely unreasonably to prejudice the commercial position of the person who supplied or who is the subject of the information.	S48(1)(a) The public conduct of the part of the meeting would be likely to result in the disclosure of information for which good reason for withholding exists under section 7.	

This resolution is made in reliance on Section 48(1)(a) of the Local Government Official Information and Meetings Act 1987, and the particular interest or interests protected by Section 6 or Section 7 of that Act, or Section 6 or Section 7 or Section 9 of the Official Information Act 1982, as the case may require, which would be prejudiced by the holding of the whole or the relevant part of the proceedings of the meeting in public are as shown above after each item.

Motion carried (DHF/2025/012)

The meeting moved into Public Excluded meeting at 9:36 a.m.

.....
CHAIRPERSON

.....
DEPUTY CHAIRPERSON

.....
CHIEF EXECUTIVE OFFICER