



**I, Steven May, Chief Executive Officer, hereby give notice that
an Economic Development Committee Meeting will be held on:**

Date: Tuesday, 23 October 2018
Time: 1.30pm
**Location: Council Chamber, Wairoa District Council,
Coronation Square, Wairoa**

AGENDA

Economic Development Committee Meeting

23 October 2018

The agenda and associated papers are also available on our website: www.wairoadc.govt.nz

For further information please contact us 06 838 7309 or by email info@wairoadc.govt.nz

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- 1 KARAKIA**
- 2 APOLOGIES FOR ABSENCE**
- 3 DECLARATIONS OF CONFLICT OF INTEREST**
- 4 CHAIRPERSON'S ANNOUNCEMENTS**
- 5 LATE ITEMS OF URGENT BUSINESS**
- 6 PUBLIC PARTICIPATION**

A maximum of 30 minutes has been set aside for members of the public to speak on any item on the agenda. Up to 5 minutes per person is allowed. As per Standing Order 14.14 requests to speak must be made to the meeting secretary at least one clear day before the meeting; however this requirement may be waived by the Chairperson.

7 MINUTES OF THE PREVIOUS MEETING

Ordinary Meeting - 31 July 2018

**MINUTES OF WAIROA DISTRICT COUNCIL
ECONOMIC DEVELOPMENT COMMITTEE MEETING
HELD AT THE COUNCIL CHAMBER, WAIROA DISTRICT COUNCIL, CORONATION SQUARE, WAIROA
ON TUESDAY, 31 JULY 2018 AT 1.30PM**

PRESENT: Cr Denise Eaglesome-Karekare (Deputy Mayor), Ms Karen Burger, Ms Angela Thomas, Ms Whaiora Maindonald

IN ATTENDANCE: G Borg (Chief Financial Officer), K Tipuna (Economic Development & Engagement Manager), G Waikawa (Governance Administrator), A Powdrell (Upstream Wairoa). A Atzwanger (Economic Development Officer), Leona Karauria

1 KARAKIA

Karakia was given by K Tipuna

2 APOLOGIES FOR ABSENCE

APOLOGIES

COMMITTEE RESOLUTION 2018/26

Moved: Ms Whaiora Maindonald

Seconded: Ms Angela Thomas

That the apologies received from His Worship the Mayor, C Little and S May be accepted and leave of absence granted.

CARRIED

3 DECLARATION OF CONFLICT OF INTEREST

None.

4 CHAIRPERSON'S ANNOUNCEMENTS

None.

5 LATE ITEMS OF URGENT BUSINESS

None.

6 PUBLIC PARTICIPATION

A maximum of 30 minutes has been set aside for members of the public to speak on any item on the agenda. Up to 5 minutes per person is allowed. As per Standing Order 14.14 requests to speak must be made to the meeting secretary at least one clear day before the meeting; however this requirement may be waived by the Chairperson.

Leona Karauria updated the Committee on the Maori Land Development Project. Engaging and supporting Maori land owners and their aspirations around the opportunities and developing of their lands.

7 MINUTES OF THE PREVIOUS MEETING

COMMITTEE RESOLUTION 2018/27

Moved: Ms Angela Thomas

Seconded: Ms Whaiora Maindonald

That the minutes of the Ordinary Meeting held on 19 June 2018 be confirmed.

CARRIED

8 GENERAL ITEMS

8.1 REPORT FROM THE ECONOMIC DEVELOPMENT & ENGAGEMENT MANAGER

COMMITTEE RESOLUTION 2018/28

Moved: Ms Whaiora Maindonald

Seconded: Ms Karen Burger

That the Economic Development Committee receive the Economic Development Update Report as at 23 July 2018

CARRIED

8.2 REPORT FROM THE CHAIR OF TE MATARAE O TE WAIROA TRUST

COMMITTEE RESOLUTION 2018/29

Moved: Ms Angela Thomas

Seconded: Cr Denise Eaglesome-Karekare

That Economic Development Committee receive the report on the Trust's recent activities.

CARRIED

COMMITTEE RESOLUTION 2018/30

Moved: Cr Denise Eaglesome-Karekare

Seconded: Ms Whaiora Maindonald

That the Economic Development Committee support the establishment of the Wairoa Business Association by allocating \$5,000.00 from existing budget.

CARRIED

Ms Thomas presented to the Committee the Wairoa Business Association Proposal. Key project is to provide support to Wairoa businesses to develop, encourage, grow and up skill, which – in turn, will prosper the wider community.

COMMITTEE RESOLUTION 2018/31

Moved: Ms Angela Thomas

Seconded: Ms Whaiora Maindonald

That the Economic Development Committee direct the CEO to work with Upstream Wairoa on the CBD Enhancement Project and that project updates be reported through to the Economic Development Committee.

CARRIED

Angela Thomas left at 2.43pm

Mr Tipuna presented to the committee that Gillian Ward from the Gisborne Rail Action Group would present to the ED Committee as requested through the Long Term Plan process. The presentation from the Gisborne Rail Action Group will seek support from the Wairoa District Council for an application to the Provincial Growth Fund for a feasibility study on the Wairoa to Gisborne railway line. They will also seek formal support for the reinstatement of the line if the government decides that they would invest in this reinstatement.

At length discussions were held regarding Gisborne Rail Action Group.

Mr Tipuna also explained that Mr Geoff Main (Gisborne Rail Bike Adventures) has been given a licence to occupy from KiwiRail for the Gisborne to Wairoa section of the railway line, cyclists will have the opportunity to be among the first to trial Mr Main’s rail-bikes — twinned bicycles yoked by a lightweight chassis — on the railway track.

The Meeting closed at 2.54pm with a karakia by K Tipuna

The minutes of this meeting were confirmed at the Economic Development Committee Meeting held on 11 September 2018.

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CHAIRPERSON

8 GENERAL ITEMS**8.1 UPDATE FROM THE ECONOMIC DEVELOPMENT & ENGAGEMENT MANAGER****Author:** Kitea Tipuna, Economic Development & Engagement Manager**Authoriser:** Steven May, Chief Executive Officer**Appendices:** Nil**1. PURPOSE**

1.1. This report provides information for the Economic Development Committee on Council and community activities. No decisions are required by the Economic Development Committee at this stage.

RECOMMENDATION

The Economic Development & Engagement Manager RECOMMENDS that the Economic Development Committee receive the Economic Development Update Report as at 11 August 2018

SUMMARY OF ACTIVITIES**1. VISITOR ENQUIRIES THROUGH THE WAIROA VISITOR INFORMATION CENTRE (I-SITE)**

This report will now track visitor enquiries through the Wairoa Visitor Information Centre (Wairoa i-Site) as a matter of interest for members of the Economic Development Committee with comparisons to the same month this time last year. The purpose of this level of reporting is to demonstrate increased visitor enquiries through the i-Site and clearly shows an increase compared to this time last year.

Table 1: Wairoa i-Site visitor enquiries for August and September 2018

Month	Local	Domestic	International	Total	Rocket launch enquiries
Aug 18	984	316	104	1,404	22
Sept 18	926	286	122	1,334	34

Table 2: Wairoa i-Site visitor enquiries for August and September 2017

Month	Local	Domestic	International	Total	Rocket launch enquiries
Aug 17	996	315	78	1,389	18
Sept 17	988	219	124	1,331	30

2. ORANGA MARAE WAIROA

The Wairoa District Council has partnered with Te Puni Kokiri (TPK) and the Department of Internal Affairs (DIA) to develop and deliver an Oranga Marae programme for local Wairoa Marae. The funding regime has changed and there is the potential for Marae to now apply for 100% of funding to fund Marae Development Plans. Six workshops have been held to date and more workshops are planned throughout the year, with the most recent Oranga Marae workshop held on October 15.

Numbers attending the workshops have been good with representatives of Marae from across the Wairoa district and feedback to date has been extremely positive.

3. MATARIKI REDS – HAWKE’S BAY REGIONAL ECONOMIC DEVELOPMENT STRATEGY

The Wairoa District Council would like to congratulate Leon Symes, Chairman of Tātau Tātau o Te Wairoa Trust who has been appointed as co-Chair of the Matariki REDS Governance Group. Mr Symes will be joined by Her Worship the Mayor of Central Hawke’s Bay, Alex Walker as co-Chair. The Matariki REDS Governance Group has been developed collaboratively between local authorities, tangata whenua, business leaders and government agencies. It was formed in July 2016 to acknowledge cross-sector partnerships and provide the leadership required to support economic outcomes for the region of Hawke’s Bay. The governance group recognises that sustainable economic success across our region is made possible when we combine health, social, cultural, environmental and business activities.

4. TOURSIM INFRASTRUCTURE FUND -

The Wairoa District Council has secured \$145,000 in funding from the Government’s Tourism Infrastructure Fund. The main focus will be to work with local communities to determine priorities and as much as possible, allow local communities to lead out on the projects. Projects include a proposed enhancement of the Freedom Camping site below Pilot’s Hill and a Feasibility Study of proposed tourism infrastructure requirements for the northern part of the district (including Mahia, Nuhaka, Whakaki and Iwitea). Following the completion of the feasibility study, a formal application will be made to the government’s Tourism Infrastructure Fund to fund those proposed infrastructure requirements.

5. COMMEMORATING WAITANGI DAY FUND

The Wairoa District Council, in partnership with Tātau Tātau o Te Wairoa Trust, Sport Hawke’s Bay and Te Wairoa Reorua – Bilingual Wairoa 2040 have made an application to the Ministry of Culture and Heritage’s Commemorating Waitangi Day Fund. Funding is being sought to facilitate a community event to be held on February 6, 2019 at Alexandra Park. The 2018 Te Wairoa Waitangi Day Festival was such a success that the four organisations noted above, have come together to make a joint application for funding to once again host another Te Wairoa Waitangi Day Festival, with the theme of Tātau Tātau: celebrating ‘Our People, Our Place, Our History & Our Future’.

6. WAIROA SPORTS AWARDS

The Wairoa District Council has agreed to contribute to and support the Wairoa Sports Awards, which will be held on Friday, November 23rd at the Wairoa War Memorial Hall. The Wairoa District Council takes the opportunity to support community events and this event particularly seeks to celebrate individual, team and community sporting achievement in the Wairoa district. Celebrating community identity and achievement through community events is a role

that Council, and in particular, Economic Development & Engagement will seek to support where appropriate.

7. MAORI CARBON FOUNDATION HUI

Wairoa District Council staff attended the Maori Carbon Foundation hui held at the War Memorial Hall on the 24th of September. It was a full house with many Maori landowners attending to understand the work of the Maori Carbon Foundation and what this might mean for Maori landowners across the district.

8. PROVINCIAL GROWTH FUND

This section will update the committee on any relevant information about the Provincial Growth Fund process and associated projects.



- **Youth in Employment – The Wairoa Job Shop**

LIFT Social Enterprise (LIFT) has been engaged by Wairoa Community Partnerships Group to deliver the Wairoa Job Shop over 2018/19. The Job Shop creates the opportunity for employers and unemployed young people looking for work to connect with each other. The initiative is targeting 25 employment outcomes over a 12-month period. LIFT is working directly with Te Matarae O Te Wairoa Trust to deliver the services for the end-of-month Job Shop event and resources are being allocated appropriately.

- **Connecting Wairoa**

The Wairoa District Council secured \$250,000 to develop a plan to make formal applications to the Provincial Growth Fund. Work is currently underway with stakeholder engagement occurring throughout the district.

Signatories

	
Author Kitea Tipuna	Approved by Steven May

8.2 UPDATE FROM THE CHAIR OF TE MATARAE O TE WAIROA TRUST

Author: Kitea Tipuna, Economic Development & Engagement Manager

Authoriser: Steven May, Chief Executive Officer

Appendices: 1. REPORT FROM THE CHAIR OF TE MATARAE O TE WAIROA TRUST [↓](#)

1. PURPOSE

1.1. This report provides information to the Economic Development Committee on the Trust’s recent activities. No decisions are required by the Committee at this stage.

RECOMMENDATION

The Chair of Te Matarae o Te Wairoa Trust RECOMMENDS that Economic Development Committee receive the report on the Trust’s recent activities.

Signatories

	
<p>Author Kitea Tipuna</p>	<p>Approved by Steven May</p>



Monthly Report to Wairoa District Council – Economic Development Committee

August & September 2018

Key/Current Projects

The Gaiety Theatre

Transition to the WDC is currently under way and WDC will take over as of 1 November 2018.

Coming up at the Gaiety we have She Shears, and also events with the Hawke's Bay Arts Society.

Business Support & Development

Business Association

The trust are working out the final details of the business association, and have had to delay the opening, as it is important that we get this right.

Details will be finalised at our trust meeting to be held next week.

We will be able to provide an updated report at the ED Meeting.

We have met with Alex from upstream and are looking forward to working collaboratively with Upstream to support our local business. Upstream have a more retail, CBD focus, whereas we will be working with businesses to help strengthen their functionality as a business. There may be some cross overs. It is important that we work together so we don't duplicate services and so we can support each other's projects.

Business Support

Our business support is continuing in the community. The face of this will be different once the business association is launched.

I am continuing to hear feedback from Business Week. Interestingly enough two people who have completed their business plans and are preparing to take the next step with regard to their business ideas. Both people have no formal business training but were able to make this practical application from the workshops. Two whanau are looking to plant Macadamia's. One whanau on non-Maori land and another on Maori Land.

These discussions have led me to see the importance of the business association as a way to help keep people focussed and accountable as they move forward on their business journey.

I am still getting regular queries around business week from people who did not or were not able to attend who had been given feedback from those who did attend. The feedback was all positive and has increased interest amongst other business owners.

Job Shop

Job shop is moving forward well. There were some road bumps in the beginning, however, these are being smoothed out as they continue. The fourth Job Shop will take place this month.

Maori Land Development and Commercialisation Project

Some final work is taking place with regard to closing off the work done by our Maori Land Development Project Manager and the steps to move this project further.

We have to set aside a large chunk of time to work on this as a group. It is important that we do not duplicate what others are doing in this area but to look at the areas we can do well and to focus in on these areas. And to do with in a collaborative way with the other organisations working in this area.

Made in Wairoa Markets

The made in Wairoa Markets are set to begin this Labour Weekend. New flags for the bridge and main street have been ordered, however, they will be here after the market opens.

A plan will be developed by the Trust to promote the Markets via the trust website and on facebook. The details of this are to be finalised at an upcoming Trust meeting.

OTHER TRUST BUSINESS

Trustees

The trust is continuing to have discussions around attracting new trustees. It is important to have a diversity of ideas/perspectives around the table in order to be successful moving forward.

Policies & Procedures

The trust is completing some internal work around Policies and Procedures. As a lot of work is contracted out to consultants and administrators the Trust have identified this as a potential risk so it is imperative that policies and procedures, particularly around finance and administrative duties are robust. This protects the trust and its contractors.

Funding Training

Giblin group funding training is set to take place in the next week. This will strengthen the trust in regard to throwing the net wider with regard to funding opportunities. We will report back on this at the meeting.

Angela Thomas

Chairperson

Te Mātārae o Te Wairoa Trust