

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

Date: Tuesday, 15 September 2020

Time: 1.30pm

Location: Council Chamber, Wairoa District Council,

Coronation Square, Wairoa

AGENDA

Economic Development Committee Meeting 15 September 2020

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
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- 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 15.1 requests to speak must be made to the Chief Executive Officer at least one clear day before the meeting; however this requirement may be waived by the Chairperson. Requests should also outline the matters that will be addressed by the speaker(s).

7 MINUTES OF THE PREVIOUS MEETING

Ordinary Meeting - 4 August 2020

MINUTES OF WAIROA DISTRICT COUNCIL ECONOMIC DEVELOPMENT COMMITTEE MEETING HELD AT THE COUNCIL CHAMBER, WAIROA DISTRICT COUNCIL, CORONATION SQUARE, WAIROA ON TUESDAY, 4 AUGUST 2020 AT 1.30PM

PRESENT: His Worship the Mayor Craig Little, Cr Denise Eaglesome-Karekare, Cr Melissa

Kaimoana, Cr Danika Goldsack.

IN ATTENDANCE: Steven May (Tumu Whakarae Chief Executive Officer), Kitea Tipuna

(Pouwhakarae – Hapori/Whakatūtaki Group Manager Community and Engagement), Gary Borg (Pouwhakarae – Pūtea/Tautāwhi Rangapū Group Manager Finance and Corporate Support), Rubyanne Edwards (Kaiarahi Parongo Tapoi Tourism Information Co-ordinator), Gay Waikawa (Kaiurungi Mana Ārahi Governance Officer), Tyler Trafford-Misson (Kaiurungi Mana Ārahi / Whakawhanake Ōhanga Governance and Economic Development Officer), Roz Thomas (Vision Projects), Alex Powdrell (Vision Projects), Trevor Waikawa (Vision Projects), Katie Bowen (Vision Projects), Rachel Dossor (Vision

Projects).

1 KARAKIA

Karakia was given by Kitea Tipuna (Pouwhakarae – Hapori/Whakatūtaki Group Manager Community and Engagement)

2 APOLOGIES FOR ABSENCE

APOLOGY

COMMITTEE RESOLUTION 2020/33

Moved: Cr Melissa Kaimoana Seconded: Cr Danika Goldsack

That the apologies received from Lewis Ratapu and Mo Rongo be accepted and leave of absence

granted.

CARRIED

3 DECLARATION OF CONFLICT OF INTEREST

9.1 Update from Vision Projects (Public Excluded) Cr Denise Eaglesome-Karekare.

4 CHAIRPERSON'S ANNOUNCEMENTS

Chairperson Cr Denise Eaglesome-Karekare made reference to the upcoming announcment for Provincial Growth Funding by Paliamentary Undersecretary Fletcher Tabuteau this coming Friday 7 August 2020.

5 LATE ITEMS OF URGENT BUSINESS

Pakihi Ora Short term work programme to be added as late item, added as general item 8.5

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

COMMITTEE RESOLUTION 2020/34

Moved: His Worship the Mayor Craig Little

Seconded: Cr Melissa Kaimoana

That the minutes [and confidential minutes] of the Ordinary Meeting held on 23 June 2020 be

confirmed.

CARRIED

Minutes accepted, no changes required.

8 GENERAL ITEMS

8.1 UPDATE FROM THE GROUP MANAGER COMMUNITY & ENGAGEMENT

COMMITTEE RESOLUTION 2020/35

Moved: His Worship the Mayor Craig Little

Seconded: Cr Danika Goldsack

That the Economic Development Committee receives this report.

CARRIED

Kitea Tipuna (Pouwhakarae – Hapori / Whakatūtaki Group Manager Community and Engagement) spoke of two items not included; The Māori economic summit hosted Taiwhenua of Heretaunga which will see Cr Goldsmith and Cr Kaimoana attend, and secondly a quick discussion on PGF funding announcement for Friday as per Chairpersons announcement.

In terms of the report, the Economic Development committee discussed the Wairoa recovery plan, Sarah Tully's appointment as Hawke's Bay Regional Recovery Manager, Minister Peeni Henare's visit, the Mayor's taskforce, and the apprenticeship hui.

Particular discussion was had in regards to Council committing to a specific housing strategy through integration with other local entities.

8.2 UPDATE FROM VISION PROJECTS

COMMITTEE RESOLUTION 2020/36

Moved: Cr Melissa Kaimoana Seconded: Cr Danika Goldsack

That the Economic Development Committee receives this report.

CARRIED

Economic Development Committee congratulates Trevor Waikawa on his new position working as part of the Vision Projects team.

Roz Thomas from Vision Projects gave the Economic Development Committee an update on Visions recent activity however, commerical sensitivity meant that Roz briefly discussed a number of projects including the Urban Design Plan, Library Digital Hub and Wairoa Space Discovery Centre and discussed the above in more depth in Public Excluded.

There was agreement for a 'generic' poster or information board in the windows of the winters building informing the community on where the projects were at.

Cr Danika Goldsack left the Economic Development meeting at 2:08 pm Quorum was not affected.

8.3 TOURISM AND I-SITE UPDATE

COMMITTEE RESOLUTION 2020/37

Moved: Cr Denise Eaglesome-Karekare Seconded: His Worship the Mayor Craig Little

That the Economic Development Committee receives this report.

CARRIED

Rubyanne Edwards (Kaiarahi Parongo Tapoi Tourism Information Co-ordinator) spoke to her report and gave an interesting update on Wairoa's domestic tourism, noting that Wairoa is a preferred destination in the domestic tourism market and has seen "the third biggest increase in spending in local accomodation providers across New Zealand (up 90.7%) behind Greytown and Martinborough". This is in great contrast to recent social media opinions expressed in regards to falling tourism in Wairoa and the input of Wairoa District Council resources.

Committee expressed that tourism is important to Wairoa however unlike the country as a whole, Wairoa has not been affected to such an extent given our multi industry economy. Our primary industries remained strong throughout COVID. Tautoko Wairoa has played a big part in retail returning to pre COVID levels.

8.4 RETIREMENT VILLAGES ASSOCIATION FORUM PRESENTATION

COMMITTEE RESOLUTION 2020/38

Moved: Cr Melissa Kaimoana

Seconded: His Worship the Mayor Craig Little

That Committee receive the report.

CARRIED

This report includes the presentation given by John Collyns from the Retirement Villages Association. It was originally presented at the Council forum on 14 July 2020 and was requested to also come to the Economic Development.

Cr Danika Goldsack returned to the Economic Development meeting at 2:25pm.

8.5 PAKIHI ORA SHORT TERM WORK PROGRAMME

COMMITTEE RESOLUTION 2020/39

Moved: Cr Denise Eaglesome-Karekare

Seconded: Cr Danika Goldsack

That the Economic Development Committee receives this report

CARRIED

Programme was comissoned to help understand the health of our businesses during COVID and to determine what Wairoa District Council could do to assist recovery in the short term.

Discussion as to the business resilience fund and the potential in growing this. Cr Kaimoana noted that this role is not just the Councils but rather a number of different local entities that could potentially contribute.

9 PUBLIC EXCLUDED ITEMS

RESOLUTION TO EXCLUDE THE PUBLIC

COMMITTEE RESOLUTION 2020/40

Moved: His Worship the Mayor Craig Little

Seconded: Cr Danika Goldsack

That the public be excluded from the following parts of the proceedings of this meeting.

The general subject matter 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 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 for the passing of this resolution
9.1 - UPDATE FROM VISION PROJECTS	s7(2)(b)(ii) - the withholding of the information is necessary to protect information where	s48(1)(a)(i) - the public conduct of the relevant part of the proceedings of the

	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 s7(2)(h) - the withholding of the information is necessary to enable Council to carry out, without prejudice or disadvantage, commercial activities	meeting would be likely to result in the disclosure of information for which good reason for withholding would exist under section 6 or section 7
9.2 - GAIETY THEATRE REPORT	s7(2)(h) - the withholding of the information is necessary to enable Council to carry out, without prejudice or disadvantage, commercial activities	s48(1)(a)(i) - the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist under section 6 or section 7

COMMITTEE RESOLUTION 2020/41

Moved: Cr Danika Goldsack Seconded: Cr Melissa Kaimoana

That Council moves out of Closed Council into Open Council.

CARRIED

CARRIED

Closing Karakia was given by Kitea Tipuna

The Meeting closed 3:21pm.

The minutes of this meeting were confirmed at the Economic Development Committee Meeting held on 15 September 2020.

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CHAIRPERSON

8 GENERAL ITEMS

8.1 UPDATE FROM THE WAIROA DISTRICT COUNCIL ECONOMIC RECOVERY MANAGER

Author: Courtney Hayward, Policy Officer

Authoriser: Kitea Tipuna, Pouwhakarae – Hapori / Whakatūtaki Group Manager

Community and Engagement

Appendices: Nil

1. PURPOSE

1.1 This report provides information for Committee on Council's recent activities, in lieu of a report from the Group Manager Community and Engagement. No decisions are required by Committee at this stage.

RECOMMENDATION

The Recovery Manager RECOMMENDS that the Economic Development Committee receive the report.

2. MAYORS' TASKFORCE FOR JOBS FUNDING FOR YOUTH INTO EMPLOYMENT SCHEME

2.1 The Wairoa District Council has received \$500,000 from the Mayor's Taskforce for Jobs (MTFJ) for the purposes of supporting young people into employment, with a focus on NEETS (not in employment, education or training). Wairoa Young Achievers Trust (WYAT) will be delivering this contract on behalf of Wairoa District, aiming to deliver a total of at least 50 Sustainable Employment Outcomes by 30 June 2021

3. TAUTOKO WAIROA CAMPAIGN RUA

- 3.1 More than \$100,000 was spent in the first week of the Campaign Rua Buy Local Campaign. The first week of Campaign Rua saw 635 entries worth a total of \$105,091, the average spend was \$83 and the highest spend was \$3,655.
- 3.2 The original promotion was launched in June and the Wairoa Star has continued to support local shopping by donating \$500 in prize money followed by a \$200 pledge by Bradbury Jewellers.

4. HAWKES BAY RECOVERY MANAGER

4.1 Sarah Tully, Hawkes Bay Regional Recovery Manager, spent a day in Wairoa meeting with the Mayor and Chair of the Economic Development Committee. Te Whakamanahia a Te Wairoa was discussed with Sarah to ensure regional alignment.

5. WAIROA RECOVERY PLAN

5.1 A business connector evening is being planned with WDC, TTOTW and Hawkes Bay and Central government representatives to ensure Wairoa Businesses are connected with recovery opportunities.

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6. HAWKES BAY BUSINESS SURVEY

- 6.1 The Hawke's Bay Mayors and the Chief Executives of the 5 Hawke's Bay Councils have commissioned a review of Council-funded, non-statutory activities that are focussed on business, industry and sector development i.e. an important sub-set of the investments Councils make to support economic wellbeing across our region. Giblin Group is leading this work on behalf of the Councils.
- 6.2 Stakeholders from the EDC have been sent this survey, which closes COB 15th September. This is an opportunity to share your views of the economic development activities and services that are currently being provided by the 5 Hawke's Bay Councils, Business Hawke's Bay or Hawke's Bay Tourism.

Confirmation of statutory compliance

In accordance with section 76 of the Local Government Act 2002, this report is approved as:

- a. containing sufficient information about the options and their benefits and costs, bearing in mind the significance of the decisions; and,
- b. is based on adequate knowledge about, and adequate consideration of, the views and preferences of affected and interested parties bearing in mind the significance of the decision.

Signatories

Maynard	X85pino
Author	Approved by
Courtney Hayward	Kitea Tipuna

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8.2 UPDATE FROM VISION PROJECTS

Author: Courtney Hayward, Policy Officer

Authoriser: Kitea Tipuna, Pouwhakarae – Hapori / Whakatūtaki Group Manager

Community and Engagement

Appendices: 1. Vision Projects August Report U

1. PURPOSE

This report provides information for Committee on the recent activities of Vision Projects. No decisions are required by Committee at this stage.

RECOMMENDATION

The Policy Officer RECOMMENDS that the Economic Development Committee receive the report.

Confirmation of statutory compliance

In accordance with section 76 of the Local Government Act 2002, this report is approved as:

- a) containing sufficient information about the options and their benefits and costs, bearing in mind the significance of the decisions; and,
- b) is based on adequate knowledge about, and adequate consideration of, the views and preferences of affected and interested parties bearing in mind the significance of the decision.

Signatories

Maynard	X85pino
Author	Approved by
Courtney Hayward	Kitea Tipuna

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9 September 2020

ACTIVITY REPORT August 2020

Prepared for the Wairoa District Council Economic Development Committee.

Information in this report is correct at the time of writing. Projects are continually progressing with significant details likely to change between draft concepts and delivery. The information from these reports although public are not intended to be used media release's. All communications regarding Te Wairoa E Whanake are to be directed to Kate Standring, who undertakes the community engagement and media on behalf of Vision Projects.

A status report for Te Wairoa E Whanake and related projects managed by Vision Projects on behalf of Wairoa District Council.

Te Wairoa E Whanake contract milestones

The major milestones for Stage One include evidence of co-contribution from Council, completion of the Business Case and completion of the Urban Design Plan. The following variations have been made;

- Delivery for the Urban Design Plan has been renegotiated to 30 October due to COVID restrictions.
- The Council co-contribution for Stage One has been revised to 18 December.
- The Business Case delivery was similarly extended to 31 August due to COVID restrictions. Last month the final report from Sapere was presented to the Economic Development Committee and subsequent Council workshop. Once adopted by Council at the September meeting it will be submitted to the Provincial Development Unit and the project will immediately progress to Stage Two. Below are the contractual milestones achieved to move to Stage Two;
 - A completed business case
 - A complete Urban Design (October delivery approved)
 - Evidence that the total co-funding amount has been secured such that Stage Two of the project is fully funded
 - A Project Manager has been appointed
 - Copies of all material project documents
 - Evidence that all required Authorisations have been obtained (Council meeting 8 September)
 - Evidence that all appropriate insurances are in place
 - Evidence that all required rights in relation to any real property are in place (purchase of the buildings land titles)
 - Delivery of the final Financial Model for the project including an operational budget

Cultural Impact and Heritage Assessment

A Cultural Impact Assessment and Heritage Assessment for the project area was completed in August. This document is a substantive piece of work undertaken by Nigel How and Mike Spedding, with contributions also from Duane Culshaw (WDC). This report will inform engagement with tangata whenua and give guidance to cultural and creative themes for Urban Design and major developments within the project area such as the Centennial Library and Archive redevelopment, and ideas around for communal spaces.

Urban Design Plan

WSP visited Wairoa to present preliminary findings and confirm key directions to progress the Urban Design Plan. Specific attention is being given to connectivity between Queen Street and Marine Parade. This includes but is not limited to lines of sight, spacial awreness, pedestrian connectivity, parking. Concepts suggest areas of focus, embracing the River and highlighting river views and aspects of its history. The

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cultural impact and heritage assessment is a fundamental document informing the development of the urban design plan.

The meeting with WSP highlighted the importance of ensuring the proposed New World carpark matches the overall Urban Design Plan. Ryan Ward, Head of Store Design for New World has confirmed that they will work with Vision Projects to coordinate planting design of the carparking area, and graphic design of the building panels fronting the State Highway.

Business Case: Integrated Tourism & Business Facility

The final Business Case for the Integrated Tourism & Business Facility was presented to the Economic Development Committee and Councillors in August. It was agreed that;

- This project could not have been realised without PGF investment
- Once established the facility will be financially sustainable through income
- Indicative demand for the new facility is greater than capacity

Wairoa Space Discovery Centre

The project plan for the Space Discovery Centre (working title) was presented to the Economic Development Committee and Council (workshop) in August. The SDC is proposed as a nationally significant destination experience leveraging Wairoa's unique place in New Zealand's space story. This will be a partnership with Ātea a Rangi Educational Trust and Rocket Lab, and has substantial support from the regional community, particularly Hawke's Bay Tourism and Hawke's Bay Māori Tourism who recognise its potential as a catalyst for significant industry growth.

The fit out of the centre is beyond the scope of the original PDU grant and the project plan will be used as a base document to pursue external funding. The concept has developed significantly from the tentative discussions proposed in June. The projects remains contingent on external funding.

Digital Hub - Stage 1

The fit-out and equipment install for the digital hub is complete. Representatives from PDU were impressed with the facility tour during their visit to Wairoa in August. The recruitment process is underway for staff support with the first courses anticipated from September. Staff costs and programme delivery are funded through the PGF grant.

Centennial Library & Archive Redevelopment

The Cultural Impact & Heritage Assessment was required to progress of the Library Archive redevelopment, directing engagement with mana whenua, and highlighting cultural narratives which may inform project design. As this report is now finalised the Library Archive redevelopment will fall into alignment with the TWEW works. Council has allocated \$1.9M to the Library/Archive project in the 2020/2021 Annual Plan. This is not sufficient to meet the costs of works and additional funding will be required.

Regional Riverside Park

Scoping work for the riverside park proposed from the waterski club to Pilot Hill based on Hawkes Bay Regional Council plans has commenced. This is a desktop review to identify each area and how it aligns with the urban design plan and cultural and heritage report. A separate CIA is expected for the park area. This project is a partnership with Hawkes Bay Regional Council.

Community Engagement

The Cultural Impact & Heritage Assessment offers guidance on engagement with key stakeholders in particular iwi representatives and Tangata Whenua in Te Rohe o Te Wairoa to ensure all aspects of cultural significance are addressed and considered, and mana whenua are engaged and acknowledged appropriately.

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Trevor Waikawa is working with Duane Culshaw (WDC) and community representatives on this, including how to meaningfully support Te Wairoa Reorua – Bilingual Wairoa 2040 strategy across all aspects of Te Wairoa E Whanake.

Māori Film Festival

Night at the Māori Movies will be held on Saturday evening of Labour weekend at the Gaiety Theatre. This will be a scaled-back event from the Awards evening previously held at the Gaiety. The short films and films will also be played on Sunday.

New to the Team

 In August we welcomed Suzi Lewis to the Vision Projects Team. Suzi is offering project support and significantly administration support as the accountability and reporting demands increase for Stage

Reporting

Monthly reports to PDU, Engineering and Economic Development Committee, WDC finance

Next Steps

- Draft Q3 Project Report (project deliverable, Stage Two, October 2020)
- Mana whenua engagement Te Wairoa E Whanake & Library Archive Redevelopment
- Asbestos and demolition work to start in the Gemmells Building site from September
- Urban Design Plan to be presented at next ED committee meeting (27 October 2020).
- Urban Design workshop with Council (17 November 2020)

Project Contacts

The team is always available. Please call or email for additional information, to arrange a meeting or with any questions about the work outlined above.

Roz Thomas	Project Lead, Building Redevelopment, Eco Dev Committee, Urban Design, Primary contact PDU/WDC contracts	m/027 688 1762 roz@visionprojects.co.nz
Alex Powdrell	Urban Design, i-SITE, Regional Digital Hub, PGF, Library/Archives	m/021 856 800 alex@visionprojects.co.nz
Katie Bowen	Building Redevelopment, Community Consultation, i-SITE/visitor & Space Discovery Centre	m/027 448 7115 katie@visionprojects.co.nz
Rachel Dossor	Library/Archives, i-SITE/visitor & Space Discovery Centre, reporting	m/ 027 883 3366 rachel@visionprojects.co.nz
Trevor Waikawa	Community Engagement, Urban Design, Heritage/Cultural Assessment liaison, Reorua, Eco Dev Committee	m/027 812 2013 trevor@visionprojects.co.nz
Suzi Lewis	Building Redevelopment, Heritage Research and Liaison, Office Manager, Project Management co-ordination, Media and PR	m/022 624 0481 suzi@visionprojects.co.nz
Kate Standring	Community Engagement, Media	m/027 218 6713 kate@visionprojects.co.nz

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8.3 TOURISM AND I-SITE UPDATE

Author: Tyler Trafford-Misson, Kaiurungi Mana Ārahi / Whakawhanake Ōhanga

Governance and Economic Development Officer

Authoriser: Kitea Tipuna, Pouwhakarae – Hapori / Whakatūtaki Group Manager

Community and Engagement

Appendices: 1. WAIROA I-SITE UPDATE UPDATE

1. PURPOSE

1.1 This report provides information for the Economic Development Committee on recent activities of the i-Site and a brief tourism update. No decisions are required by the Economic Development Committee at this stage.

RECOMMENDATION

The Kaiurungi Mana Ārahi / Whakawhanake Ōhanga Governance and Economic Development Officer RECOMMENDS that the Economic Development Committee receive the report.

Confirmation of statutory compliance

In accordance with section 76 of the Local Government Act 2002, this report is approved as:

- a. containing sufficient information about the options and their benefits and costs, bearing in mind the significance of the decisions; and,
- b. is based on adequate knowledge about, and adequate consideration of, the views and preferences of affected and interested parties bearing in mind the significance of the decision.

Signatories

lylentel	X85pura
Author	Approved by
Tyler Trafford-Misson	Kitea Tipuna

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WAIROA I-SITE REPORT

WAIROA DOMESTIC TOURISM UPDATE

We continue to maintain a strong working relationship with local accommodation providers and operators across the district including those in Mahia, Morere, Nuhaka, Wairoa, Tuai, Lake Waikaremoana and others.

Due to COVID19 we are ringing around to the providers and operators, fingers cross we will be able to visit early next year.

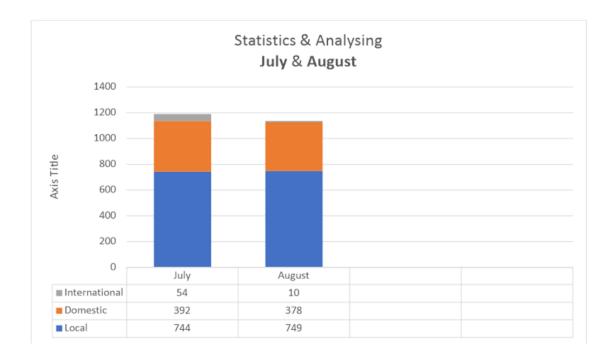
INTERCITY BUS UPDATE

No MASK/COVER No Travel since the announcement from government that all passengers are to wear Mask or face covering, we have had no complaints about passengers refusing to comply. The Wairoa police are supporting the Kaupapa by giving out free mask to passengers if they don't have one.

With Social Distancing on Public Transport the Intercity bus are only at 50%.

STATISTICS AND ANALYSING

Statistics gathered daily recording is on information the visitors require ie Bus, Local attractions, domestic attractions, accommodation, Retail, Photocopying, License for Fish and Game and Information on services.



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STAFF UPDATE

Due to the announcement of COVID19, training for staff at the Gisborne I-Site was put on hold until further notice. Staff are going to visit the Rocket Lab in Mahia this month, this will give them the tools to promote and educate when visitors enter the I-Site. Expo at the Wairoa College this month, Hope will be talking and presenting to the students that are looking at Tourism as their future career.

HAWKES BAY TOURISM UPDATE

Monthly visits from Hamish Saxton HBT continue, these meetings have been beneficial for the wairoa community in terms of tourism and promoting the district. Heritage book which will show case wairoa Heritage Trails in the area, Hawkes Bay Tourism will fit the bill for this. Date has been set for this month.

I-SITE REGIONAL MANAGERS HUI

Napier hosted the meeting, Paul Yeo Chairman of Tourism NZ gave an update, No cruise ships this summer and the Australia Market will have to wait until Australia is clean from COVID19. Domestic Tourism is where Tourism NZ will focus on.

Secured free training in Rotorua around our IBIS system, this will be held in October.

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