



**I, Kitea Tipuna, Tumu Whakarae Chief Executive, hereby give notice that  
Economic Development Committee Meeting will be held on:**

**Date:** Tuesday, 26 October 2021  
**Time:** 1.30pm  
**Location:** Council Chamber, Wairoa District Council,  
Coronation Square, Wairoa

# **AGENDA**

## **Economic Development Committee Meeting**

### **26 October 2021**

**MEMBERSHIP:** His Worship the Mayor Craig Little, Cr Denise Eaglesome-Karekare, Cr Melissa Kaimoana, Cr Danika Goldsack, Mr Lewis Ratapu, Mr Moana Rongo, Ms Hinenui Tipoki-Lawton

The agenda and associated papers are also available on our website: [www.wairoadc.govt.nz](http://www.wairoadc.govt.nz)

For further information please contact us 06 838 7309 or by email [info@wairoadc.govt.nz](mailto: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 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 - 14 September 2021

**MINUTES OF WAIROA DISTRICT COUNCIL  
ECONOMIC DEVELOPMENT COMMITTEE MEETING  
HELD AT THE WAIROA WAR MEMORIAL HALL, QUEEN STREET, WAIROA  
ON TUESDAY, 14 SEPTEMBER 2021 AT 1.30PM**

**PRESENT:** His Worship the Mayor Craig Little, Cr Denise Eaglesome-Karekare , Cr Melissa Kaimoana, Cr Danika Goldsack via zoom , Ms Hinenui Tipoki-Lawton

**IN ATTENDANCE:** **Kitea Tipuna** (Tumu Whakarae | Chief Executive), **Kimberley Tuapawa** (Pouwhakarae – Pārongo/Wheako Kiritaki Group Manager Information and Customer Experience), **Gary Borg** via zoom (Pouwhakarae – Pūtea/Tautāwhi Rangapū | Group Manager Finance and Corporate Support), **Stephen Heath** via zoom (Pouwhakarae – Hua Pūmau Hapori/Ratonga|Group Manager Community Assets and Services), **Courtney Hayward** (Kaiurungi Matua Kaupapa Here me te Mana Ārahi | Senior Policy and Governance Advisor), **Alannah Marshall** (Kaiurungi Mana Ārahi / Whakawhanake Ōhanga |Governance and Economic Development Officer), **Rubyanne Edwards** (Kaiārahi Tāpoi me te Whakawhanake Hapori |Tourism and Community Development Co-ordinator) , Roz Thomas (Vision Projects), Alex Powdrell (Vision Projects)

**1 KARAKIA**

Karakia was given by Tumu Whakarae Kitea Tipuna.

**2 APOLOGIES FOR ABSENCE**

**APOLOGY**

**COMMITTEE RESOLUTION 2021/102**

Moved: Cr Denise Eaglesome-Karekare

Seconded: His Worship the Mayor Craig Little

That the apology received from Mr Moana Rongo be accepted and leave of absence granted.

**CARRIED**

**3 DECLARATION OF CONFLICT OF INTEREST**

Nil.

**4 CHAIRPERSON'S ANNOUNCEMENTS**

The Chair welcomed Hinenui to the Economic Development Committee, Hinenui was recently appointed as the Maori Standing Committee representative.

**5 LATE ITEMS OF URGENT BUSINESS**

Nil.

**6 PUBLIC PARTICIPATION**

Nil.

**7 MINUTES OF THE PREVIOUS MEETING****COMMITTEE RESOLUTION 2021/103**

Moved: Cr Melissa Kaimoana

Seconded: His Worship the Mayor Craig Little

That the minutes [and confidential minutes] of the Ordinary Meeting held on 3 August 2021 be confirmed.

**CARRIED**

**8 GENERAL ITEMS****8.1 RECOVERY MANAGER REPORT****COMMITTEE RESOLUTION 2021/104**

Moved: Cr Denise Eaglesome-Karekare

Seconded: Cr Melissa Kaimoana

That Committee receive the report and endorse recovery next steps as per 5. Whakamanahia a Te Wairoa

**CARRIED**

Kaiurungi Matua Kaupapa Here me te Mana Ārahi spoke to her report. Those who attended agreed and congratulated businesses for their resilience and independence during the 2021 Covid-19 Delta outbreak and how they pivoted quickly to provide essential goods within our community.

The committee discussed

- Whakamanahia a Te Wairoa
  - Social Economic Survey
  - Building resilience so we have in place key outcomes with resilience and become more sustainable changes rather than reactive measures to lockdown
  - Seeking funding for a review of effectiveness for the previous recovery completed.
- Business wellbeing during lockdown- assistance Council has provided or can look to provide
- Concern for businesses that cannot open until Level 2
- Comparison of businesses open during Level 4 & 3 to last year
- Social Impacts of lockdowns.
- Vaccinations

It was suggested to look at seeking partners in kind to support our businesses.

The committee is keen to receive regional statistics to review how we can best support business.

## **8.2 DRAFT BUSINESS SUPPORT PLAN**

### **COMMITTEE RESOLUTION 2021/105**

Moved: His Worship the Mayor Craig Little

Seconded: Cr Denise Eaglesome-Karekare

The Kaiurungi Mana Arahi/Whakawhanake Ohanga Governance and Economic Development Officer RECOMMENDS that Committee

1. Advises of any changes to the Business Support Plan
2. Endorses the Business Support plan for engagement with the Wairoa Business community

**CARRIED**

The members were pleased this report came to the table and stated it is well overdue and will make a positive difference for our Wairoa business community.

Engagement will be completed informally as part of Economic Development staff interactions with business during the Tautoko Wairoa campaign.

## **8.3 GAIETY THEATRE UPDATE**

### **COMMITTEE RESOLUTION 2021/106**

Moved: Cr Danika Goldsack

Seconded: His Worship the Mayor Craig Little

That Committee receive the report.

**CARRIED**

Thanks was given to the Taiwhenua for purchasing 2,000 movie tickets as part of their giveaway to incentivise Covid-19 vaccinations. This was timely due to the fact the Gaiety theatre had to close for 3 weeks during Covid-19 alert levels 4 & 3.

Prior to lockdown, the Gaiety received positive movement in revenue as a result of the Wairoa Stars recent article advocating and encouraging locals to support local and the Gaiety Theatre.

Members discussed how to look at innovative ways to have the theatre as an essential service type facility.

## **8.5 TOURISM AND I-SITE UPDATE**

### **COMMITTEE RESOLUTION 2021/107**

Moved: Ms Hinenui Tipoki-Lawton

Seconded: Cr Melissa Kaimoana



That Committee receive the report and provide a letter of support for the intercity bus.

**CARRIED**

It was confirmed during the meeting that the recent lobby to Government to continue providing funding for Intercity services including the Napier- Wairoa- Gisborne route was successful. The route is currently available 4 days a week and can increase based on demand. Entrada Travel called for support around this matter early this month and confirmed funding is through to 30<sup>th</sup> November 2021. Members discussed the need to lobby again or be proactive about this matter.

**Action Item:** To actively keep the committee informed of this situation to ensure the intercity route is maintained at the current level or increases.

Members expressed their concern relating to the Responsible camping fund no longer be available after 2 successful years providing this service in our community. They requested for the joint venture with Rongomaiwahine and Te Wairoa Tapokorau Whanui Trust to hold a meeting to discuss how to keep this going.

Tourism Infrastructure Funding was successful with \$322,820 granted. This will go towards Public toilets in Mahanga and Te Reinga as well as 7 big belly bins within the district. The committee was pleased to receive this information as it provides necessary facilities to attract tourist to our district

Other points discussed included

- FAWC Event tickets on sale
- I site grading review, due to the changing climate of Tourists and Impacts on covid-19 review is been undertaken on I-site NZ to determine new way forward for the network to revitalise and ensure site standards and memberships do not degrade. Without steps to revitalise it would undermine I-site NZ value to Tourism NZ.

## **8.4 VISION PROJECTS UPDATE**

### **COMMITTEE RESOLUTION 2021/108**

Moved: Cr Melissa Kaimoana

Seconded: Cr Denise Eaglesome-Karekare

That Committee receive the report.

**CARRIED**

Roz Thomas gave an update advising construction work has stopped due to Covid lockdown and more work is happening around planning to support that. A key area of focus is working to secure construction supplies as Covid-19 impacts the supply-demand and prices as we already have been

alerted to.

A recent meeting was held with Vision Projects & WDC Finance Team. With the construction phase commencing it brings an increased risk profile which is supported by mitigations. The risk management and financial reporting mechanisms are in place to be ahead of the game and to help develop forecasting and reporting that aligns with Council's Finance Processes.

Item - 8.5 Tourism and I-Site Update - has been moved to another part of the document.

## 9 PUBLIC EXCLUDED ITEMS

### RESOLUTION TO EXCLUDE THE PUBLIC

#### COMMITTEE RECOMMENDATION

Moved: Cr Denise Eaglesome-Karekare

Seconded: Ms Hinenui Tipoki-Lawton

That the public be excluded from the following parts of the proceedings of this meeting at 2.22pm.

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
<b>9.1 - Vision Projects - PE Item</b>	s7(2)(i) - the withholding of the information is necessary to enable Council to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)	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
<b>9.2 - Hawkes Bay Economic Development Review Update</b>	s7(2)(i) - the withholding of the information is necessary to enable Council to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)	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
<b>9.3 - Housing Update (IAF)</b>	s7(2)(h) - the withholding of the information is necessary to enable Council to carry out,	s48(1)(a)(i) - the public conduct of the relevant part of the proceedings of the

	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
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**COMMITTEE RESOLUTION 2021/109**

Moved: Cr Denise Eaglesome-Karekare

Seconded: Cr Melissa Kaimoana

That Council moves out of Closed Council into Open Council at 3.26.

**CARRIED**

The Meeting closed at 3.27 with a closing Karakia by Tumu Whakarai Kitea Tipuna .

The minutes of this meeting were confirmed at the Economic Development Committee Meeting held on 26 October 2021.

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**CHAIRPERSON**

## 8 GENERAL ITEMS

### 8.1 ED UPDATE

**Author:** Courtney Hayward, Kaiurungi Matua Kaupapa Here me te Mana Arahi Senior Policy & Governance Advisor

**Authoriser:** Kitea Tipuna, Tumu Whakarae Chief Executive

**Appendices:** Nil

#### 1. PURPOSE

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

#### RECOMMENDATION

The Kaiurungi Matua Kaupapa Here me te Mana Arahi Senior Policy & Governance Advisor RECOMMENDS that Committee receive the report.

#### 2. RECOVERY

- 2.1 Recovery continues to be absorbed into economic development activities. An increased focus is on resilience in the wake of Delta.

#### 3. TAUTOKO WAIROA

- 3.1 Tautoko Wairoa “Buy Local and Win” has been activated with all purchases of \$30 or over going in the draw to win \$100 voucher to a participating local business of their choice.
- 3.2 Week one of Tautoko Wairoa is off to a great start, with 300 entries in the draw and total spend of \$26,520.12.
- 3.3 Chair of the Economic Development committee Denise Eaglesome-Karekare drew the first winner. Derek Ormond, who shopped local at Hammer Hardware, is the first person to have his name drawn to win \$100 in this round of the buy local and win campaign.
- 3.4 Participating businesses are Angus Gemmell Hardware, Beauty Antix, Bloom ‘n loco, Books on Parade, Bradbury Jewellers, Dollar Heaven, Wairoa Pharmacy, Eastland Building and Farm Supplies, Ecko, Estway Sports, Goods 4 U, Hammer Hardware, Hair Here, Hind Furnishers, i-Site, JC Electronics, Local Living, Mojo, Petite Fleur, Purple Petals, Richies Hair Salon, Stihl Shop, Wairoa Appliance Centre, Wairoa Star, Wash with Sweets and Te Kapu Apiaries.
- 3.5 The Tautoko Wairoa campaign includes visiting each businesses participating to collect receipts, this is an important part of the initiative as it allows for informal feedback to be relayed to council officers, recent feedback suggests that businesses are bouncing back from the lockdown but the loss of profit during L4 is still a concern. Retailers mentioned an increased focus on adapting to online customers as a target audience, the ED team is looking at ways to support this.

- 3.6 Any other businesses that would like to join the campaign are welcome to contact the Governance and Economic Development Officer [alannah@wairoadc.govt.nz](mailto:alannah@wairoadc.govt.nz)

#### **4. BUSINESS SUPPORT PLAN**

- 4.1 This is being informally shared with businesses for feedback.

#### **5. CELEBRATING OUR BUSINESSES**

- 5.1 Congratulations to Amber Forrest from Beauty Antix who is the winner of the Rural Health and Wellbeing Award in the NZI Rural Woman NZ Business Awards. It is fantastic to see your local business being celebrated nationally.
- 5.2 We encourage all local businesses to share their successes with the ED team.

#### **6. HAWKES BAY REGIONAL ED**

- 6.1 Matariki Pou meetings have been held with a focus on adapting to the current environment of Covid and a national skills shortage.
- 6.2 The Regional Skills Leadership Group has reported that Hawkes Bay has established that the current supply of workers will not be able to meet the future demand. Workforce supply is a critical element that the HB RSLG want to focus on through school leavers, work-ready jobseekers and those who are currently under-employed (working part-time and want more hours).

#### **7. REGIONAL ECONOMIC DEVELOPMENT MODEL**

- 7.1 A key focus of Economic Development regionally is the Regional Economic Development Agency (EDA) structure for Hawkes Bay. This is being worked on by the Hawkes Bay Five Councils and a report will be required to go to full Council – an extraordinary EDC meeting may need to be held depending on time frames required for the EDA conversation.

#### **Further Information**

<https://www.hbrc.govt.nz/assets/Document-Library/Council-Documents/FINAL-210121-Review-of-local-government-investment-in-business-and-industry-support-across-the-Hawkes-Bay-region-.pdf>

#### **References (to or from other Committees)**

**8.2 VISION PROJECTS: CENTENNIAL LIBRARY & ARCHIVE REDEVELOPMENT FUNDING**

**Author:** Kimberley Tuapawa, Pouwhakarae – Pārongo / Wheako Kiritaki Group Manager Information and Customer Experience

**Authoriser:** Kitea Tipuna, Tumu Whakarae Chief Executive

**Appendices:** 1. Activity Report [↓](#)  
2. Activity Report 2 [↓](#)

**1. PURPOSE**

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

**RECOMMENDATION**

The Pouwhakarae – Pārongo / Wheako Kiritaki Group Manager Information and Customer Experience RECOMMENDS that Committee receive the report.



6 September 2021

#### ACTIVITY REPORT: CENTENNIAL LIBRARY & ARCHIVE REDEVELOPMENT FUNDING

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Vision Projects is contracted to take the proposed Centennial Library and Archives redevelopment project to the funding application stage. This contract is supported by funding from the New Zealand Libraries Partnership Programme, with the Wairoa District Council Economic Development Committee nominated as the project governance group. Operationally, Vision Projects works directly with the Council steering group which contributed to the 2020 project plan on this extraordinary project for Wairoa.

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##### 1. Project Plan

The current funding application project supports the intent of the Centennial Library and Archive Redevelopment Project Plan (2020) previously adopted by Council.

##### 2. Mana Whenua Engagement

Some of the attendees at the July mana whenua engagement meeting requested additional information and resources. These have been provided in hard copy and electronically for distribution and discussion, with an open invitation to talk directly about the project extended to all. We will continue to grow the mana whenua and community engagement as the project develops.

##### 3. Expressions of Interest & RFP's

Each of the 13 EOIs were advised of the outcome formally by 29 July 2021.

Several of the unsuccessful expressions of interest have requested feedback as to why they were not successful. These were promptly attended and there has been no further discussion.

##### 4. Request for Proposal

The final Request for Proposal Document was published on GETs on 10 August for the 4 shortlisted firms. The successful shortlisted firms have each been in touch with varying questions around the RFP. In each instance these enquiries are answered, with our response shared to all RFP participants.

Site visits began on 13 August just before the announcement of Covid Alert Level 4. Subsequent visits with additional firms were immediately cancelled, with all participants advised that we will be revising the RFP timeline to accommodate the significant interruption of the current Level 4 restrictions. Our position is that it's in the project's best interest to get the best response possible from the RFP process, and part of this is to ensure that the highly competent and competitive candidates are given a fair and reasonable opportunity to put their best foot forward. This necessitates a site visit. All participants were advised of a revised RFP deadline of 6pm 24 September. This is subject to change pending further notice from Government regarding the Covid status nationally.

##### 5. Reporting

Vision Projects concluded monthly reporting requirements to the Libraries of New Zealand Partnership Program at the end of July but out of interest by NZLPP we will continue to send them updates until the concept plans have been delivered.

Reporting continues to project governance group Wairoa District Council Economic Development Committee (6 weekly). Project updates are also included when relevant with Vision Project reporting to the WDC Engineering and Finance Teams.

Project Steering Team meetings are still scheduled for the last week of each month to fit the reporting schedule. We will be revising our communications plan and start sharing more information with the general public through some targeted articles explaining where the project is at and revise the background again.

#### 6. Project Timeline

Item	Action	Timeline
Project Plan	Review and finalise 2020 project plan	March - April
Mana Whenua / Stakeholders	Continue relationship with Mana Whenua and stakeholders (inform architectural brief)	March >
Comms Strategy	Managing messaging and information flow throughout the project development to maximise stakeholder and community understanding and support	April >
Funding Strategy	Scope funding	April
Building requirements / design	Architectural brief for concept submissions	April - May
	Collaborating artist secured	September
	Architect(s) concepts	June > October
	Building design development / consultation	September
	Project architect secured	September
	Concept design / drawings	Oct - Feb
Finance	Project Cost, WDC contribution, ongoing operations	August - March
Support Docs/Requirements	Identify, collate support docs	May - Nov
Reporting* / meetings/comms	Project Team/WDC/stakeholders/NZLPP/media	Monthly
Funding	Funding applications submitted	Nov > Mar 2022





17 October 2021

#### ACTIVITY REPORT: CENTENNIAL LIBRARY & ARCHIVE REDEVELOPMENT PROJECT

Vision Projects is contracted to take the proposed Centennial Library and Archives redevelopment project to the funding application stage. This contract is supported by funding from the New Zealand Libraries Partnership Programme, with the Wairoa District Council Economic Development Committee nominated as the project governance group. Operationally, Vision Projects works directly with the Council steering group which contributed to the 2020 project plan on this extraordinary community development project for Wairoa.

##### 1. Project Plan

The current project supports the intent of the Centennial Library and Archive Redevelopment Project Plan (2020) previously adopted by Council.

##### 2. Mana Whenua Engagement

There has been no additional formal engagement with mana whenua representatives since the July hui, and no direct discussion about the project with any of the recipients of the project plan which was subsequently shared. An open invitation to talk directly about the project is extended and we anticipate greater engagement when the project becomes viable.

##### 3. Request for Proposal

Each of the four shortlisted firms submitted valid proposals to the revised RFP deadline of 24 September. The proposal is a price/quality evaluation. The evaluation team was established by WDC and is chaired by an independent member. The evaluation is ongoing, with the quality attributes assessed and signoff of the group evaluation required before price components can be attributed and a final assessment agreed. It is anticipated this will be completed in October.

##### 4. Reporting

Vision Projects concluded monthly reporting requirements to the Libraries of New Zealand Partnership Program at the end of July but out of interest by NZLPP we will continue to send them updates until the concept plans have been delivered.

Reporting continues to project governance group Wairoa District Council Economic Development Committee (6 weekly). Project updates are also included when relevant with Vision Project reporting to the WDC Engineering and Finance Teams.

Project Steering Team meetings are scheduled monthly.

##### 5. Project Timeline

We're evaluating the impact of COVID and staff changes on the project timeline (highlighted), and will confirm this for the next reporting period. We've revised the communications plan, and will begin sharing more information with the broader community once there is certainty around the next stage of the project.

Item	Action	Timeline
Project Plan	Review and finalise 2020 project plan	March - April
Mana Whenua / Stakeholders	Continue relationship with Mana Whenua and stakeholders (inform architectural brief)	March >

Comms Strategy	Managing messaging and information flow throughout the project development to maximise stakeholder and community understanding and support	April >
Funding Strategy	Scope funding	April
Building requirements / design	Architectural brief for concept submissions	April - May
	Collaborating artist secured	September
	Architect(s) concepts	June > October
	Building design development / consultation	September
	Project architect secured	September
	Concept design / drawings	Oct - Feb
Finance	Project Cost, WDC contribution, ongoing operations	August - March
Support Docs/Requirements	Identify, collate support docs	May - Dec
Reporting/meetings/comms	Project Team/WDC/stakeholders/NZLPP/media	Monthly
Funding	Funding applications submitted	Nov > Mar 2022

### 8.3 WAIROA I-SITE

**Author:** Rubyanne Edwards, Kaiarahi Tapoi me te Whakawhanake Hapori | Tourism and Community Development Co-ordinator

**Authoriser:** Kitea Tipuna, Tumu Whakarae Chief Executive

**Appendices:** Nil

#### 1. PURPOSE

This report provides a current update on the Wairoa I-SITE and Community Development Report to the Economic Development Committee.

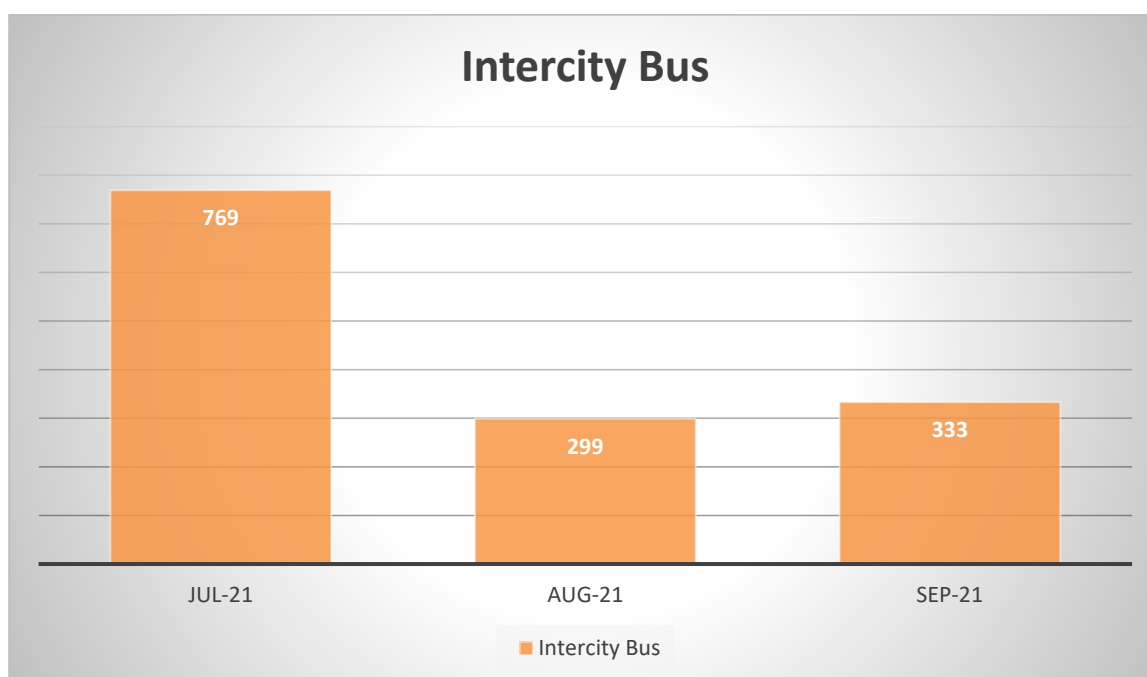
#### RECOMMENDATION

The Tourism and Community Development Team Leader RECOMMENDS that the Economic Development Committee receive the report.

#### 2. INTERCITY BUS

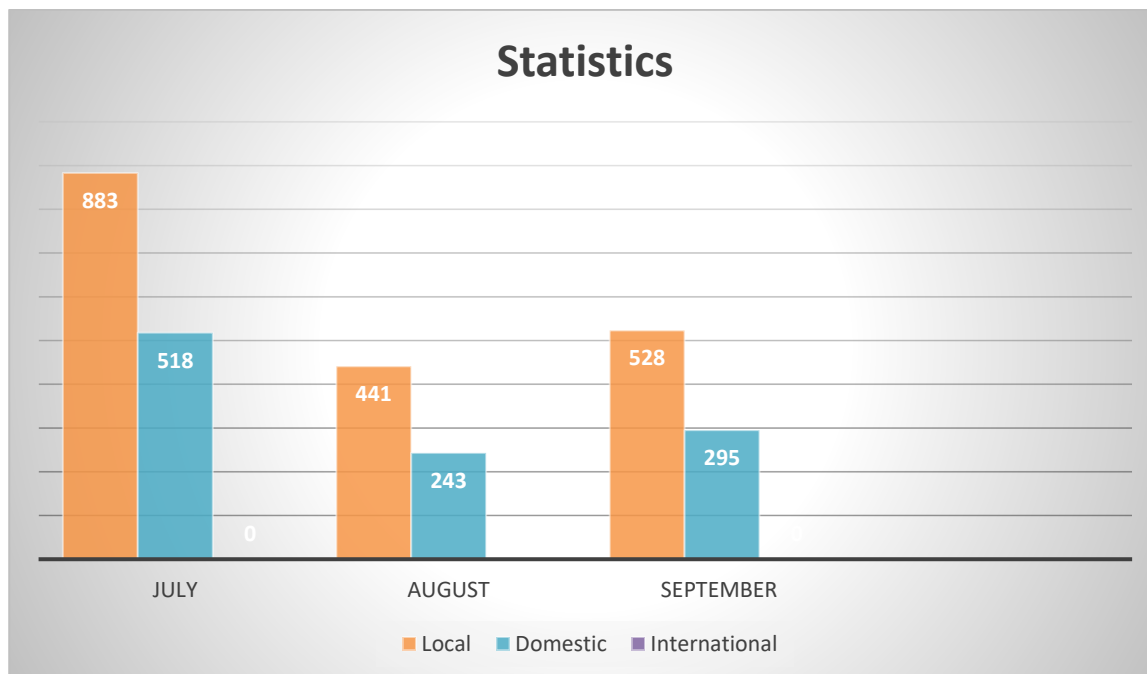
2.1 MASK/Cover is required while travelling on public transport nationwide. Passengers are required to supply their own face covering while travelling on Intercity services and must remain securely fitted to their face for the duration of the journey. The buses continue to run 4 days, Sunday, Monday, Thursday and Friday.

2.2 In September 333 using the bus, made up of Locals and domestic travelers utilising the Intercity Bus. The numbers are low for September due to COVID19 Delta Variant restrictions.



### 3. STATISTICS AND ANALYSING

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



### 4. GISBORNE FREEDOM CAMPING PERMITS

4.1 Gisborne District Council has changed their Freedom Camping Bylaw. This has no implication on Freedom Camping in Wairoa, and our Freedom Camping Bylaw remains unchanged. However as permits are now a koha or free and available through the GDC website, the Wairoa i-Site will no longer be offering these.

### 5. STAFF UPDATE

5.2 Hope has completed her Savvy Tourism Paper, she is now Certified.

5.3 Supporting Young Leaders, we had the privilege in hosting up and coming leaders in the Wairoa area from Te Mahia, Wairoa college, Wairoa Primary, Frasertown, St Josephs, Tiaho and Nūhaka, this was in August.



**6. HAWKES BAY TOURISM**

6.1 The Summer FAWC Event was sold out within 48 hours of the ticket going on sale, however due to COVID 19 and the uncertainty of the Levels the event has been postponed due to COVID19, another date will be confirmed soon.

**COMMUNITY DEVELOPMENT****7. CREATIVE COMMUNITIES SCHEME**

7.1 Applications are now open, approximately \$10,010.10 GST exclusive is available for the Wairoa Arts Community and Local Artists. We are also seeking nominations to be on the Committee.

**8. MATARIKI TU RAKAU PLANTING**

8.1 Wairoa District Council will undertake a series of native planting events, in partnership with volunteers from the community, Schools and our local nurseries, in 2022. Council's Community Assets and Services staff, Council's Community Development team and members of the public, will be onsite with their own tools (hand spades and gardening gloves) to prepare the land for planting.

8.2 We have secured \$9,290.00 from Te Uru Rakau – New Zealand Forest Service, the project will start next year.

**9. EASTLAND GROUP WAIROA CONTESTABLE COMMUNITY GRANTS**

9.1 The objectives of the Grants Scheme is to support projects that have a particular focus on the Wairoa River, and:

- Support projects that encourage the following principles as they relate to the Wairoa River; PROTECT, RESTORE, HEALTH, WELL-BEING
- Support education and community outreach initiatives that focus on the Wairoa River
- Support young people to engage in activities that promote healthy relationships with the Wairoa River
- Promote the relevance and importance of the Wairoa River in the lives of the Wairoa community.

9.2 Those who have been granted funds will need to supply financial accounts showing how the money has been spent and provide a report on the project and its success.

9.3 The total amount available is \$15,000 and will be offered to multiple organisations. Typically, three grants of \$5000 each. This is also dependent on the number of applications received.

9.4 This will be advertised in early November and will run for one month for any potential groups.

**10. WAITANGI DAY 2022**

- 10.1 Ministry for Culture and Heritage's Funding is now open and closes on 22 October, working with Community Centre and Taiwhenua to bring a plan together for Waitangi Day 2022.

**8.4 GAIETY THEATRE**

**Author:** Rubyanne Edwards, Kaiarahi Tapoi me te Whakawhanake Hapori | Tourism and Community Development Co-ordinator

**Authoriser:** Kitea Tipuna, Tumu Whakarae Chief Executive

**Appendices:** Nil

**1. PURPOSE**

- 1.1 This report provides a current update on the Gaiety Theatre to the Economic Development Committee.

**RECOMMENDATION**

The Tourism and Community Development Team Leader RECOMMENDS that the Economic Development Committee receive the report.

**2. UPDATE ON THE LATEST INITIATIVES AND EVENTS**

- 2.1 Natasha Loh has handed in her resignation as the Operations Officer of the Gaiety Theatre, her last day of employment was Sunday 15 October. Natasha has enjoyed her time at the Gaiety Theatre and will be sad to leave as it ends her 21-year career working in the movie industry and 2 years working for Wairoa District Council. She will be self-employed once again going forward. Natasha still has a house in Wairoa so intends to return and looks forward to coming back to volunteer at the Theatre.
- 2.2 Stephanie Te Amo will be acting as Interim Gaiety Theatre Operations Officer. Stephanie has acted as reliever for Natasha and will be in this position until a permanent replacement for Natasha is appointed. Applicants can find more information on the Council website.
- 2.3 The Taiwhenua has brought a further 500 movie vouchers for Covid vaccination incentives. This has been excellent in getting customers into the Gaiety Theatre, many who have never been to the cinema before. Many are buying food and drink while they are here. This is a great opportunity to showcase the theatre. We hope that this will encourage more people coming to the Gaiety on a regular basis.
- 2.4 The Gaiety Theatre was closed for 3 weeks during August and September due to Covid-19 lockdown. The theatre was closed from 18th August and opened on 08th September once the level dropped to 2. Restricted numbers of 100 people at the cinema have been implemented and masks worn by everyone 12 years and over due to the new Delta variant being more aggressive.
- 2.5 COVID-19 is still having an impact on the movie industry so many blockbusters have been delayed over the next few months and some have been delayed until 2022.
- 2.6 It has been suggested by "Super Chill" the company who service the air conditioning units that they will need replacing as they are now 20 years old.
- 2.7 Natasha would like to thank all the volunteers past and present who have given their time and effort to help at the Gaiety Theatre during her time there. We wouldn't have a

community cinema if it wasn't for the wonderful volunteers that give up their time to come and help. Thank you to them all.

### 3. TOP FILMS

3.1 The top films for the period are as follows:

Title	Distributor	Ticket Sales
1. Free Guy	Disney	\$330.00
2. The Suicide Squad	Warner Bros	\$320.00
3. Wairoa Film Club	Various	\$300.00
4. Respect	Universal	\$290.00
5. Two By Two Overboard	Universal	\$280.00
6. Stillwater	Universal	\$200.00
7. Jungle Cruise	Disney	\$150.00
8. Snake Eyes: G I Joe Origins	Paramount	\$120.00
9. Reminiscence	Warner Bros	\$70.00

3.2 With the Covid-19 lockdown it has been changing people's viewing habits to subscribe to and watch video on demand (VOD) such as Netflix, Disney Plus and Neon on their TVs at home rather than coming out to view them on the big screen. This is hindered more by the fact that many titles are available to view at the same time on VOD as are screening in the cinema.

### 4. UP AND COMING EVENTS

The Gaiety Theatre has been booked for the following events:

- 4.1 St Joseph's School hiring out the Gaiety Theatre for the Wairoa District School Film Festival of the school's own films that they are making a Movie screening for the primary school road crossing program
- 4.2 Rock Church Conference

### 5. UPCOMING MOVIES

- 5.1 The Last Duel
- 5.2 Ron's Gone Wrong
- 5.3 Antlers
- 5.4 Halloween Kills

### 6. CONCLUSION

- 6.1 Natasha has enjoyed and feels privileged to have had the opportunity to manage the theatre. She feels that she has brought stability to the cinema and a wealth of knowledge in both the industry and business facets. She feels that Steph has been well trained and prepared to take on the role in the interim.



**8.5 TE WAIROA E WHANAKE UPDATE**

**Author:** Courtney Hayward, Kaiurungi Matua Kaupapa Here me te Mana Arahi Senior Policy & Governance Advisor

**Authoriser:** Kitea Tipuna, Tumu Whakarae Chief Executive

**Appendices:**

1. Vision Projects Activity Report [↓](#)
2. Project Status Report [↓](#)
3. Health and Safety Report [↓](#)

**1. PURPOSE**

- 1.1 This report provides information for Committee on the Te Wairoa E Whanake project. No decisions are required by Committee at this stage.

**RECOMMENDATION**

The Kaiurungi Matua Kaupapa Here me te Mana Arahi Senior Policy & Governance Advisor RECOMMENDS that Committee receive the report.

**2. COVID-19 DELTA VARIANT IMPLICATIONS**

- 2.1 The project status report identifies the effects that the Delta Covid-19 variant, and related lockdown have on this project. Effects from Delta are unavoidable, however regular meetings between the Project Team and WDC staff (ED and Finance team) to mitigate the risks – especially those that arise as a result of Delta. Key risks will be reported to SLT and governance level as identified.

**Further Information**

[www.tewairoaewhanake.co.nz](http://www.tewairoaewhanake.co.nz)

**References (to or from other Committees)**



17 October 2021

## ACTIVITY REPORT

Prepared for the Wairoa District Council Economic Development Committee. Items of confidential and/or commercial sensitivity are addressed in a separate report for consideration 'in Committee'.

### COVID 19

Vision Projects works in compliance with the National restrictions mandated by COVID 19 Alert Levels. Where these changes have impacted various projects, it is detailed in the following report.

### TE WAIROA E WHANAKE

#### Contract milestones

Monthly report (PDU) > employment impacts	06/09/21	✓
Monthly report (PDU) > employment impacts	08/10/21	✓

## 1 BUILDING REDEVELOPMENT

### 1.1 WINTER'S BUILDING

Notification has been received confirming that the consent condition relating to the conservation of original walls has been satisfied, with Council and Heritage New Zealand advised of the intent to remove the existing structures. This work is progressing as originally scheduled, with Demolition One returning to complete the second stage of demolition, asbestos removal and removal of the street canopy.

The proposed design and layout for the Winter's building was presented to a Council at the last Economic Development Committee workshop, with committee approval to progress the tabled design. Architects RCG are currently preparing a design scope to be shared with service engineers interested in being part of the project.

Hawke's Bay company Wentz Pacific will begin geotechnical work for the Winter's building in November. This will inform the pathway to structurally strengthen the building. The early indication from our structural engineer suggests strengthening through sheer walls is most likely, being more straight forward than strengthening through trenches and underground foundations.

### 1.2 TE WHARE TĀTAI ARORANGI

Te Whare Tātai Arorangi was considered at a September Council workshop to further explore ways to maintain project viability without compromising Council's contractual obligations with PDU in the Winters building redevelopment. WDC staff are pursuing options on behalf of Council. Vision Projects has no additional information to report.

### 1.3 GEMMELL'S BUILDING

Earthquake strengthening ground beams are going in and underground plumbing work has commenced. The building consent for construction of the Gemmell's main build is with Council, Vision Projects is working through Requests for Information.

In response to the challenges of the current building environment and materials shortages, build materials have been advance-sourced including all windows and doors, steel and roof materials, bathroom amenities, accessories and tiles. This mitigates some impact of cost escalation and costs associated with project delays with materials available and ready when needed during construction.

The project management team has secured a supplier to complete electrical design and installation for the Gemmell's build. It's anticipated this company may also undertake electrical design for the Winters Building.

A tender package for all aspects of the main build construction has been developed. Pending sign-off of final design, this tender will go to market in October.

A procurement package is currently being prepared for a carpentry contractor.

#### 1.4 FOUNDATION WORK – EARTHQUAKE STRENGTHENING

After some delays due to COVID restrictions and weather, QRS resumed groundworks on site to prep for concrete. The steel cages are going in, services sleeves being installed and work commencing on the earthquake strengthening steel portals.



#### 1.5 EIT/POD CONSTRUCTION

Pod construction is nearly complete and the floor slab installed on site at Gemmels. This represents a milestone achievement in deliverables for the project and a tremendous personal achievement for the rangitahi involved in construction.

### 2 CENTENNIAL LIBRARY AND ARCHIVE REDEVELOPMENT

The Centennial Library and Archive redevelopment project is in the Request for Proposal stage. The deadline for proposals was extended to accommodate the time lost through COVID levels 4 and 3. A project report is included as a separate agenda item.

### 3 ATTACHMENTS / RECOMMENDATIONS

- For information only
- Refer to [www.tewairoaewhanake.co.nz](http://www.tewairoaewhanake.co.nz) for regular updates and images.
- Health & Safety report
- Project Status report

## PROJECT STATUS REPORT- Te Wairoa e Whanake

Date: October 4<sup>th</sup> 2021

Project Manager(s)	Vision Projects. Cox Professional services Limited		
Report Number	1		
Report Period	September 2021		
Project Description	Gemmell's/Winter's building		

## Gemmell Building

Status	Previous	Current	Commentary
Overall Status	Earthquake strengthening/Foundation work/Survey and set out Detailed design	Ground beams for EQ strengthening underway. Underground Plumbing works commenced	Works were suspended due to Covid and now underway with ground beams under construction. Survey and set out completed. Detailed design working through buildability review and consent RFI's.
Programme	Ground beams to be completed by the end of September July 2021	New date for ground beams-end of October	Covid delta shutdown has delayed ground beam construction to end of October
Budget	Ground beams \$60,000 Foundation Slabs \$10,000	Plumbing works -\$5000	Within budget
Stakeholders	WDC	NZHPT, WDC,	Archaeologist on site/WDC informed of progress
Risks	Cost/Time	Time delays due to Covid shutdown affecting suppliers	Effect of Covid shutdown has effectively the project is delayed a month to six weeks
Quality	Appropriate	Appropriate	No issues

## PROJECT STATUS REPORT- Te Wairoa e Whanake

Date: October 4<sup>th</sup> 2021

## Winters Building

Status	Previous	Current	Commentary
Overall Status		Preliminary design stage Geotechnical investigations underway	
Programme			Preliminary design work being carried out by assigned architect in conjunction with stakeholders
Budget			
Stakeholders		WDC, PDU	
Risks		Funding/liquefaction potential/EQ strengthening costs/Material delays/Trade support	
Quality			



## PROJECT STATUS REPORT- Te Wairoa e Whanake

Date: October 4<sup>th</sup> 2021

## Gemmell Building

## Progress Activities

Activity This Period	Activity Next Period
- Excavations for and installation of earthquake strengthening ground beams. Underground services-stormwater	- Installation of Pod floor slab,wastewater underground services. Installation of EQ strengthening portals

## Upcoming Key Milestones

Deliverable	Previous date	Actual or Forecast date	Status	Comments
- Install ground beams	Sept 30	Oct 30	Commenced	Works delayed due to Covid
- Install underground services for floor slabs	Sept 30	Oct 30	Not commenced	Works delayed due to Covid
- Install EQ strengthening portals	-	Nov 30	Not commenced	Materials on site
Install floor slab for pod	-	Dec 20	Not commenced	

## Key Risks and Issues

Risk/Issue	Description	Rating	Owner	Comment
Consenting	Issue of consents		VP	Pod consent granted EQ strengthening consent granted Working through RFI with WDC
Consenting	Lodging building consent		VP	Gemmell's building consent lodged Working through RFI's
Material Supply	Ongoing material supply issues		VP	Purchasing of significant materials ongoing to avoid time delays and cost escalations
Budget	Construction costs		VP	Budget tracking is currently appropriate
Construction	Labour shortage / Contractor workload		VP	Procurement package is being prepared for carpentry contractor
Construction	Unforeseen ground conditions		VP	CPR tests to be conducted to assess liquefaction potential

## PROJECT STATUS REPORT- Te Wairoa e Whanake

Date: October 4<sup>th</sup> 2021

Risk/Issue	Description	Rating	Owner	Comment
Construction	Health & Safety		VP	No issues, QRS has presented a H&S plan for carrying out foundation works
Construction	Time delays		VP	COVID shutdown leads to operational delays and materials shortages



## TE WAIROA E WHANAKE - SITE SAFETY WEEKLY REPORT

**Gemmell Building Site**  
**184 Marine Parade, Wairoa**

Updated: 27 September 2021

COVID-19 LEVEL

2

This weekly summary includes up-to-date information and details for the work site at 184 Marine Parade, Wairoa, commonly known as the Gemmell building (subsequently referred to as the 'site').

**1. VISITORS/CONTRACTORS ONSITE**

QRS continued their work onsite this week to complete work excavating areas in preparation for the installation of concrete ground beams. A team of two workers have been onsite all week. They have machinery and equipment onsite that they have been storing in a secure spot and ensuring all health and safety measures are taken to protect anyone who enters the site. They have also moved a container onsite to store all necessary

**1.1 EXISTING AND NEW HAZARDS**

Due to the work of QRS to install the ground beams, there are several new hazards to be aware of. There are new holes in the ground where the ground beams will go. There are also new tripping hazards due to this work and anyone who enters the site must be given a health and safety briefing and made sure to be wearing the correct PPE before continuing through the site. The small pieces of concrete hanging from exposed steel rods protruding from the exposed concrete beams have been mostly cut away and removed now creating a much safer walking environment. The concrete floor is slightly uneven in places due to some broken sections. Demolition 1 Ltd will remove further sections of the top layer of concrete in due course. Circular holes and other areas of missing concrete in the beams, columns and ground as a result of concrete testing have been repaired by the BBR Contech team. Full PPE is to be worn onsite at all times during pre-construction and construction stages of the project.

**1.2 INCIDENTS AND COMPLAINTS**

No incidents or complaints.

**1.3 INJURIES AND EMERGENCIES**

There were no injuries or emergencies.

**2. EQUIPMENT LEFT ON SITE**

No equipment is currently left on site.

**2.1 ACCESS**

The only site access is via the Wairoa District Council-owned carpark at the rear of the site. There is a gate to the site with a chain and a combination lock attached. A hazard board has been installed on the gate detailing the current hazards post-demolition by Hawke's Bay company Demolition 1 Ltd.

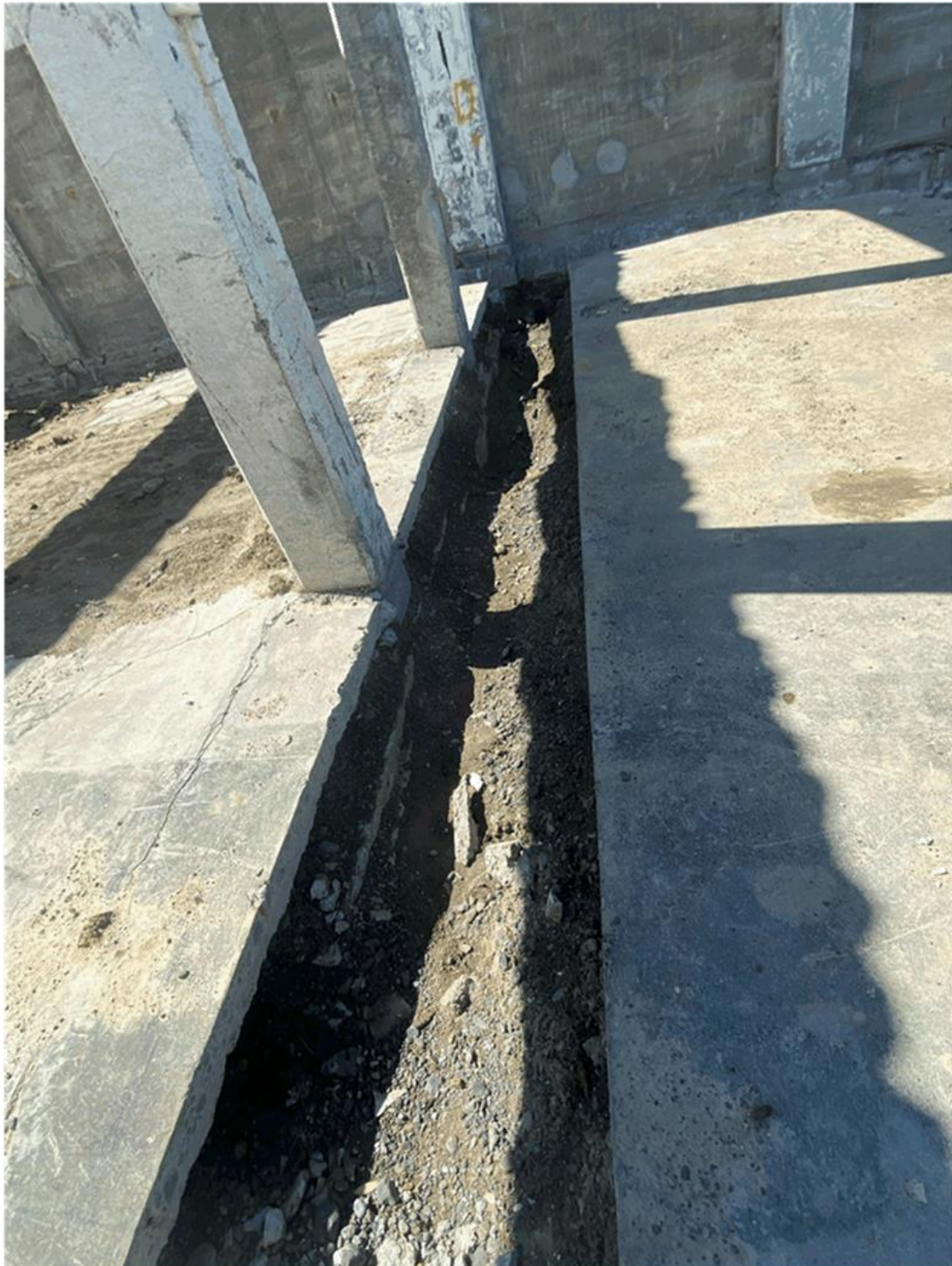
**2.2 SUPPORT AND SITE VISITS**

No non project-related site visits this week.

**2.3 UNAUTHORISED ENTRY**

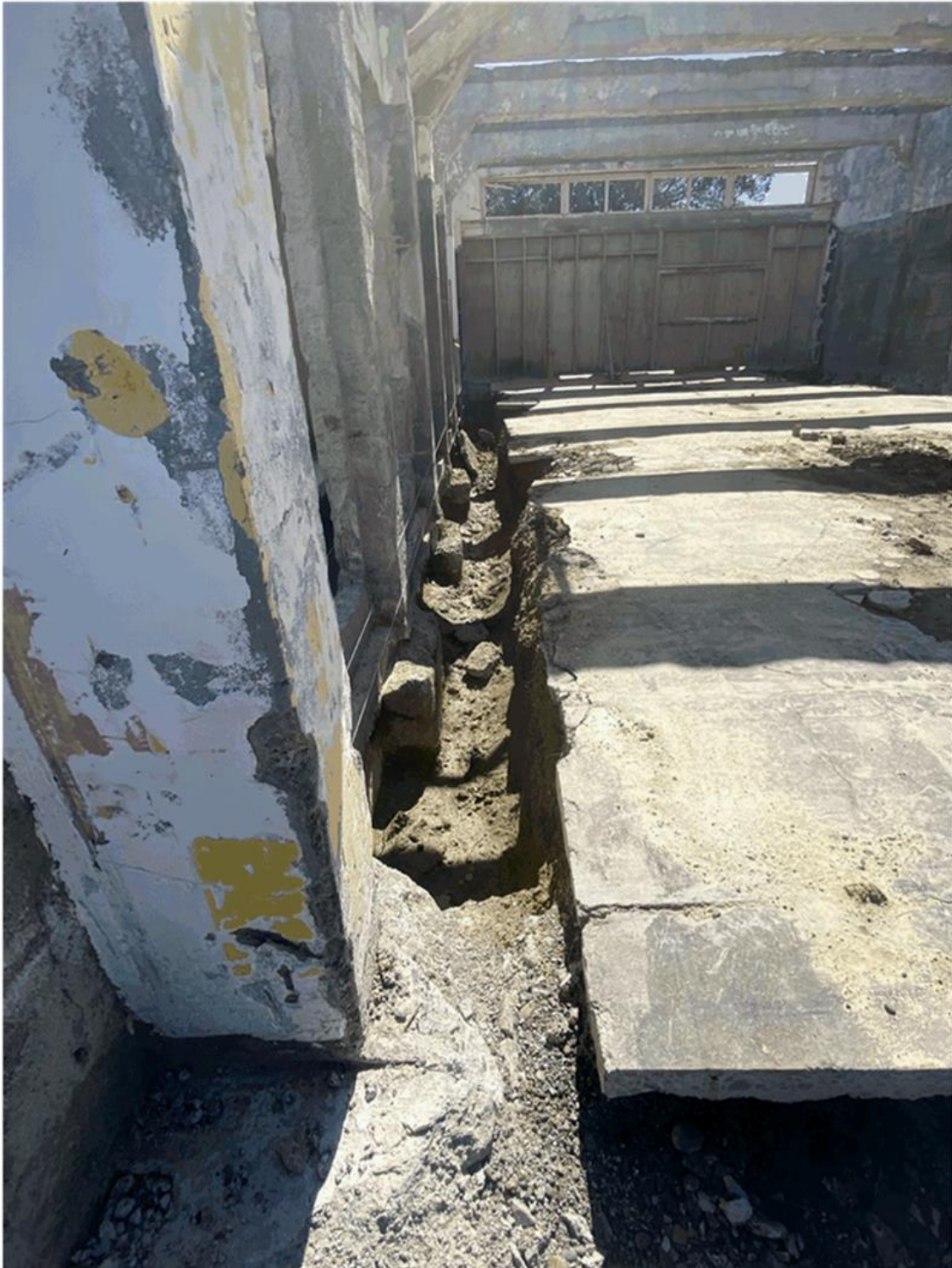
There has been no visible unauthorised entry to the site.



**PHOTOS**

Site Safety Plan – Gemmell's Buildings Redevelopment, 184 Marine Parade, Wairoa. Updated December 2, 2020





Site Safety Plan – Gemmell's Buildings Redevelopment, 184 Marine Parade, Wairoa. Updated December 2, 2020



Site Safety Plan – Gemmell's Buildings Redevelopment, 184 Marine Parade, Wairoa. Updated December 2, 2020

**9 PUBLIC EXCLUDED ITEMS****RESOLUTION TO EXCLUDE THE PUBLIC****RECOMMENDATION**

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:

<b>General subject of each matter to be considered</b>	<b>Reason for passing this resolution in relation to each matter</b>	<b>Ground(s) under section 48 for the passing of this resolution</b>
<b>9.1 - Te Wairoa E Whanake PE</b>	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