



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

Date: Tuesday, 15 February 2022
Time: 1.30pm
Location: Wairoa District Council Chamber, Queen
Street, Wairoa

AGENDA

Economic Development Committee Meeting 15 February 2022

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

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 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 - 7 December 2021

**MINUTES OF WAIROA DISTRICT COUNCIL
ECONOMIC DEVELOPMENT COMMITTEE MEETING
HELD AT THE ONLINE VIA ZOOM
ON TUESDAY, 7 DECEMBER 2021 AT 1.30PM**

PRESENT: His Worship the Mayor Craig Little, Cr Denise Eaglesome-Karekare, Cr Melissa Kaimoana (via zoom), Cr Danika Goldsack (via zoom),

IN ATTENDANCE: **Kitea Tipuna** (Tumu Whakarae | Chief Executive), **Kimberley Tuapawa** (Pouwhakarae – Pārongo/Wheako Kiritaki | Group Manager Information and Customer Experience), **Gary Borg** (Pouwhakarae – Pūtea/Tautāwhi Rangapū | Group Manager Finance and Corporate Support), **Stephen Heath** (Pouwhakarae – Hua Pūmau Hapori/Ratonga | Group Manager Community Assets and Services), **Simon Mutohori** (Pouwhakarae-Whakamahere me te Waeture | Group Manager-Planning & Regulatory Services) **Courtney Hayward** (Kaiwhakahaere Kaupapa Here, Mana Ārahi me te Whakawhanake Ōhanga | Policy, Governance and Economic Development Manager), **Alannah Marshall** (Kaiurungi Mana Ārahi me te Whakawhanake Ōhanga | Governance and Economic Development Officer), **Kylie Bradley** (Kaiarataki Ratonga Pātaka Pukapuka | Library Services Team Leader), **Ross Harrison-Snow** (Kaiurungi Pūranga | Archivist), Roz Thomas (Vision Projects) , Alex Powdrell (Vision Projects – via zoom)

1 KARAKIA

A karakia was given by Tumu Whakarae Kitea Tipuna

2 APOLOGIES FOR ABSENCE

APOLOGIES

COMMITTEE RESOLUTION 2021/112

Moved: Cr Melissa Kaimoana

Seconded: Cr Denise Eaglesome-Karekare

That the apologies received from Mr Moana Rongo, Ms Rawinia Kamau, Ms Hinenui Tipoki-Lawton be accepted and leave of absence granted.

CARRIED

3 DECLARATION OF CONFLICT OF INTEREST

Nil.

4 CHAIRPERSON'S ANNOUNCEMENTS

Nil.

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**COMMITTEE RESOLUTION 2021/113**

Moved: His Worship the Mayor Craig Little

Seconded: Cr Melissa Kaimoana

That the minutes [and confidential minutes] of the Ordinary Meeting held on 26 October 2021 and the Extraordinary Meeting held on 30 November 2021 be confirmed.

CARRIED

8 GENERAL ITEMS**8.1 BUSINESS SUPPORT UPDATE****COMMITTEE RESOLUTION 2021/114**

Moved: Cr Denise Eaglesome-Karekare

Seconded: His Worship the Mayor Craig Little

That Committee receive the report.

CARRIED

Tautoko Wairoa saw over a quarter-million dollars spent during the 5 weeks of the campaign. The campaign focused on retail and health and beauty stores. Winners were excited to receive the news with one person never receiving a prize from a draw before.

The business Support plan has been placed on hold, awaiting the Economic Development Agency funding decision to be confirmed and also Economic Development Stra completion, as this would impact the timeline of this work. The governance and ED officer took the opportunity to informally discuss the plan with business owners during Tautoko Wairoa campaign and it was suggested that a market analysis be completed to identify gaps in the market and duplications of products.

Members discussed the importance of having a strong business association for our businesses community, that could utilise local resources and knowledge, also this will create an open network to allow businesses to work together avoiding unnecessary competition from duplication of products. The Chair suggested that the ED committee can look at supporting and strengthening Upstream Wairoa.

8.2 UPDATE ON LIBRARY ARCHIVES REDEVELOPMENT PROJECT

COMMITTEE RESOLUTION 2021/115

Moved: Cr Melissa Kaimoana

Seconded: Cr Danika Goldsack

That Committee receive the report.

CARRIED

Pouwhakarae – Pārongo/Wheako Kiritaki | Group Manager Information and Customer Experience
Provide an update on extensive progress made on the Library Archives Redevelopment Project.

Significant progress has been made with a contract for preliminary design signed. The project team can now start to officially engage with architects to commence work. Council has underwritten the cost for preliminary design whilst the project team seek funding to help recover the cost.

Confirmation has been received from Dr. Sandy Adsett, a high calibre artist confirming he is onboard as consulting artist.

The next three months is full on and includes key funding deadlines.

Another important area the project is currently focusing on is engaging with mana whenua, guidance from local mana whenua and Maori liaison officer has been provided to ensure this has been advertised broadly and appropriately. A workshop date is set, and will keep manawhenua informed of the progress and also provide an opportunity for the project team hear the aspirations put forward so this can be incorporated into the design.

His Workshop requested a workshop with elected members to discuss ensuring this facility has independence.

8.3 THE GAIETY THEATRE

COMMITTEE RESOLUTION 2021/116

Moved: His Worship the Mayor Craig Little

Seconded: Cr Denise Eaglesome-Karekare

That Committee receives these reports

CARRIED

Tumu whakarae presented the report in the absence of Tourism Manager who passed on her apologies.

The incentives programme that was formed as part of the vaccine rollout continues to serve the Gaiety Theatre well.

8.4 THE WAIROA I-SITE

COMMITTEE RESOLUTION 2021/117

Moved: His Worship the Mayor Craig Little

Seconded: Cr Denise Eaglesome-Karekare

That the Economic Development Committee receives the reports.

CARRIED

Tumu whakarae presented the report in the absence of Tourism Manager. He requested guidance on how our I-site Team could operate with the upcoming date of Auckland been able to leave the region.

Members discussed and agreed It is a concern to our community as we have low vaccination rates. With the predictions of tourism to be higher than normal, due to neighbouring events like R n V cancelling and domestic tourist looking for next ideal destination to visit, this has increased the projected visitors expected to visit the Wairoa District.

Consistent messaging is key to keeping our community protected we need to keep reminding ourselves and others to be safe and kind. To keep scanning in and wearing masks, now is not a time for complacency. The best defence is vaccination and adequate testing prior to entering town. Members are very worried about our most vulnerable.

8.5 FINANCE REPORT ON TE WAIROA E WHANAKE SPEND AGAINST BUDGET

COMMITTEE RESOLUTION 2021/118

Moved: Cr Melissa Kaimoana

Seconded: His Worship the Mayor Craig Little

That Committee receive the report.

CARRIED

The financial accountant presented a forecast on the 6.8 million dollar project. Significant changes to the construction industry post covid has caused price overruns. The rate of construction material increase in the last year and it forecasting to continue until project completion triggered the need to complete this forecast exercise to identify if the project is going to run over budget and if so look at mitigating this.

The forecasting shows there could be an overrun of \$650k-990k which is between 9-14% overrun, overall members agreed this isn't too bad for the value of the project and comparing against other projects around the Hawkes Bay that are hitting 20-30% overrun. A lot of this is due to Vision Projects being proactive and identifying cost fluctuations and pre-purchasing items like the steel. The need to continue locking in prices and ordering as you can will help reduce the amount of overruns.

With the uncertainty of material costs and the expectation of it continuing to rise until project completion, Vision Projects are looking at external funding and also discussing changing the scope and fit out that may see the project move from gold standard to bronze to reduce overall cost. Another option being considered is looking at delaying completion of stages in the project to seek further funding and repurposing money across the project. The Finance team reviewed the budget as a whole, to identify areas that may compensate forecast overrun.

Members agreed this needs to be communicated to the community as well as the PGF. They also thanked the staff for proactive measures and bringing this to attention to allow this communication to happen. Elected members also stated it is really important Vision Projects and staff keep them in the loop and stay on top of this so it doesn't blow over to high. The Project team are mindful that while they are looking to reduce costs they need to ensure the building is durable and does not become a cost burden to future ratepayers.

8.6 PAKIHI ORA - COVID PROTECTION FRAMEWORK

COMMITTEE RESOLUTION 2021/119

Moved: Cr Denise Eaglesome-Karekare

Seconded: Cr Melissa Kaimoana

That Committee receive the report.

CARRIED

This item was reported to separate to item 8.1 and 8.7 to highlight the significance of this to our community. The ED team visited majority of the businesses and along with council workers and contractors, to provide information and flyers relating to the new Covid Protection framework. Key thing to highlight is that businesses are in 4 different categories and framework impacts are considerably different.

Our businesses do not want to create division or enforce segregation that is not necessary so if they are not required to request a vaccine pass they won't do it. Mandatory mask wearing still creates continued resistance.

The food and Beverage businesses faced a difficult decision whether to go contactless and inclusive or serve those with vaccine passes only, making it a bigger headache. Staff are facing cyber bullying, abuse and it puts strain on these businesses to get staff to check passes whilst also trying to develop a contactless service to provide an option to those without a pass.

The information pack delivered to businesses provided details on how business can provide feedback relating to this framework so the ED team can collate and provide to central government. Overall it is a difficult time for our businesses and the words “covid fatigued, concerned for well being” were mentioned.

Chairman Cr Eaglesome Karekare mentioned she has been approached by a service that are willing to deliver a programme for businesses around stress level and well being and she will look at accepting this offer for our business community.

It was pleasing to see the community rally together to provide a service to support whanau to get a vaccine pass, that is one of the great things of our community. Members were reminded that we must also prepare for this again when they expire in the next six months.

Cr Kaimoana raised a point that local commissioning money and business hub money has been received in our community, Council needs to understand what is happening with these funds and confirm if support is available for our business community.

8.7 ED UPDATE

COMMITTEE RESOLUTION 2021/120

Moved: His Worship the Mayor Craig Little

Seconded: Cr Danika Goldsack

That Committee receive the report.

CARRIED

The Committee were advised that Council did approve the recommendation from this committee to be a part of Economic Development Agency.

The ED strategy was placed on hold based on hold, now it will be reviewed in the early new year.

Acknowledgements went to QRS who won at construction award for Rangatahi Drop out project in Mahia. Also congratulations to Amber Forest for winning supreme award at the NZI Rural Woman NZ Business awards. The Chair acknowledge and congratulated both for again putting Wairoa on map showing rural communities can do it

Other points discussed

- Reform of Vocational Education
- Regional application for sustainability for almond growing.
- Banking

8.8 TE WAIROA E WHANAKE UPDATE**COMMITTEE RESOLUTION 2021/121**

Moved: Cr Denise Eaglesome-Karekare

Seconded: His Worship the Mayor Craig Little

That Committee receive the report.

CARRIED

Roz thanked the finance team for providing comfort to members in earlier item in the meeting, and was glad that everyone is on board. She confirmed everyone is doing their best to get this project completed. Cox professionals are managing Gemmells building. The geotech report has now been completed, this will assist to get building consent completed and they hope to have it granted before Christmas. A tender package is currently advertised for the construction of this and will be closed on the 8th. Vision Projects team are working on the Winters building focusing on funding applications and looking to minimise costs as best as possible.

Members thanked Vision Projects for the hard work they continue to put into this project.

9 PUBLIC EXCLUDED ITEMS**RESOLUTION TO EXCLUDE THE PUBLIC****COMMITTEE RESOLUTION 2021/122**

Moved: Cr Melissa Kaimoana

Seconded: Cr Danika Goldsack

That the public be excluded from the following parts of the proceedings of this meeting at 2.40 pm

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 - Te Wairoa E Whanake PE	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
CARRIED		

COMMITTEE RESOLUTION 2021/123

Moved: His Worship the Mayor Craig Little

Seconded: Cr Denise Eaglesome-Karekare

That Council moves out of Closed Council into Open Council. 2.52pm

CARRIED

The Meeting closed at 2.52pm with a closing karakia by Tumu Whakarae Kitea Tipuna.

The minutes of this meeting were confirmed at the Economic Development Committee Meeting held on 15 February 2022.

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CHAIRPERSON

8 GENERAL ITEMS

8.1 UPDATE ON LIBRARY ARCHIVES REDEVELOPMENT

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

Authoriser: Kitea Tipuna, Tumu Whakarae Chief Executive

Appendices: 1. Vision Projects Update [↓](#)

1. PURPOSE

- 1.1 This report provides information for the Committee on the Library Archives redevelopment project. It is a progress update and no decisions are required by the Committee at this stage.
- 1.2 A Council project team of five members representing the areas of Library, Archives, IT, Maori Relationships and Group Management represent this project. Vision Projects is contracted to deliver the Library Archives redevelopment project to the funding application stage. The Committee have requested that progress updates be delivered periodically.

RECOMMENDATION

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

2. BACKGROUND

- 2.1 We have some good news to share with Elected Members about funding received for the Library Archives Redevelopment project. In January, it was confirmed that Council got approval for funding for the development of the preliminary plans for the project. Preliminary plans are the architecturally-designed concepts which show what the building will look like inside and out. The cost of this work was \$70,000.
- 2.2 Council originally underwrote this cost, and then we began to apply for funding to cover it. Happily both the First Light Foundation and Pam Torbett Trust came to the party and offered to pay half each. Both of these Trusts were pleased to hear about the project and what it will mean for the community, and they have congratulated Council for its approach. Receiving this money is a big win for Council because it reduces the cost to ratepayers while ensuring that the project moves forwards.
- 2.3 In addition to this funding, we have been also been successful in receiving another lot of funding to help pay for our cultural artist, Dr Sandy Adsett. These buckets of funding are in addition to the original \$80,000 received from National Library to fund the project management costs. This has taken the pressure off ratepayers, and has ensured that we're able to progress this work in a safe and efficient way.
- 2.4 We now have the first cut of conceptual designs and look forward to sharing these with Elected Members so that they can see what the building may look like. These early-stage concepts are subject to change and refinements will be made as feedback is collected.

- 2.5 *The next stage will be to present the draft preliminary designs in a combined workshop for feedback and guidance.* In the meantime, positive feedback has been received from mana whenua about the spatial and cultural aspects reflected in the designs and landscaping.
- 2.6 The preliminary designs will be used to apply for the significant funding for the actual build. This will provide a safe gate-point at which Council can decide whether to go ahead with the project.

3. EARLY STAGE CONCEPTS

- 3.1 The next two pages provide a glimpse of the early-stage concepts. These represent the aesthetics of the building exterior and the footprint and functionality of its interior.
- 3.2 **Figure 1** represents the building as seen from Marine Parade looking southward in the direction of the existing Library and Council buildings.
- 3.3 **Figure 2** represents the view as seen from under the covered entranceway looking northward towards the Wairoa river.
- 3.4 **Figure 3** is a floor plan representing the functional spaces within the building, with assignments to areas for the Library, Archive and Digital Hub. Changes are in process for the positioning of rooms.



Figure 1: The building as seen from Marine Parade looking southward in the direction of the existing Library and Council buildings.



Figure 2: The view as seen from under the covered entranceway looking northward towards the Wairoa river.

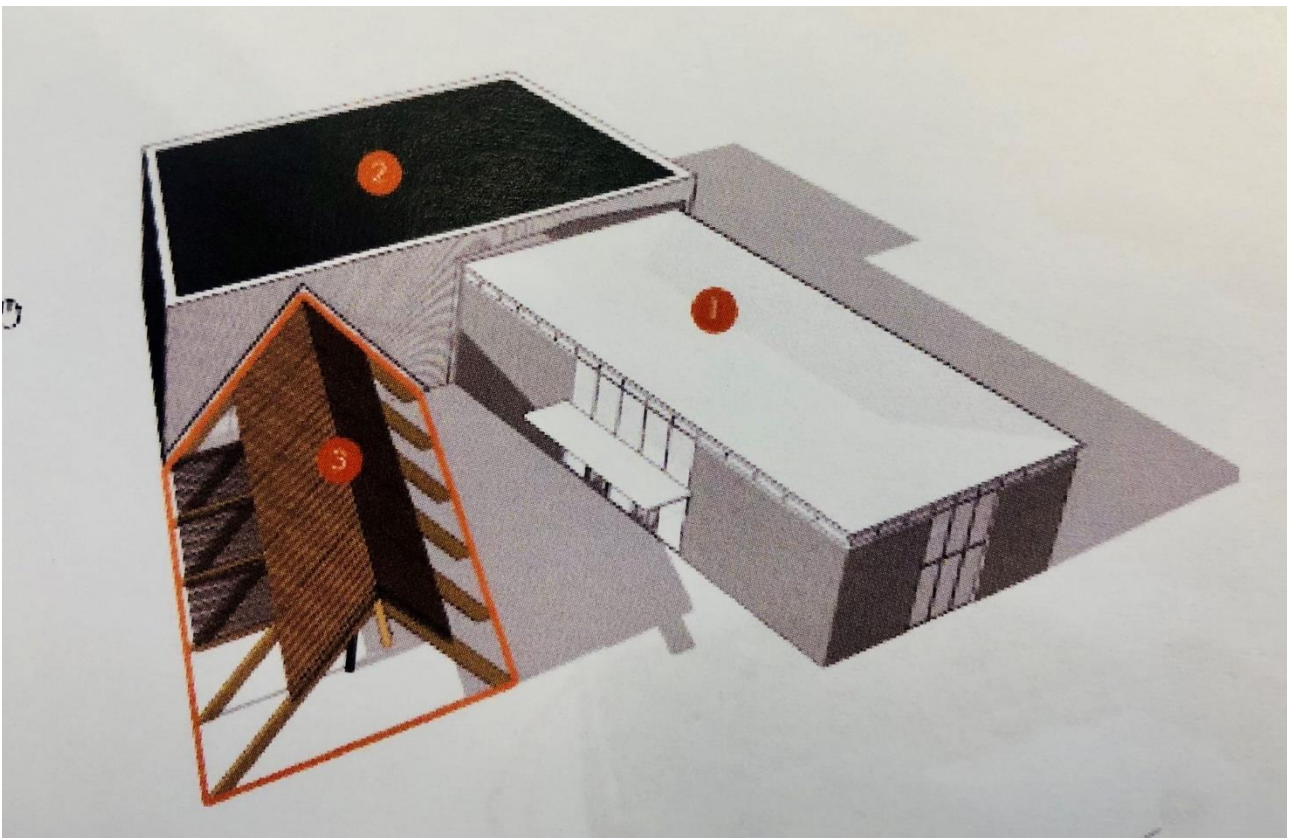


Figure 3: The view as seen from above looking south-west towards existing Library building.

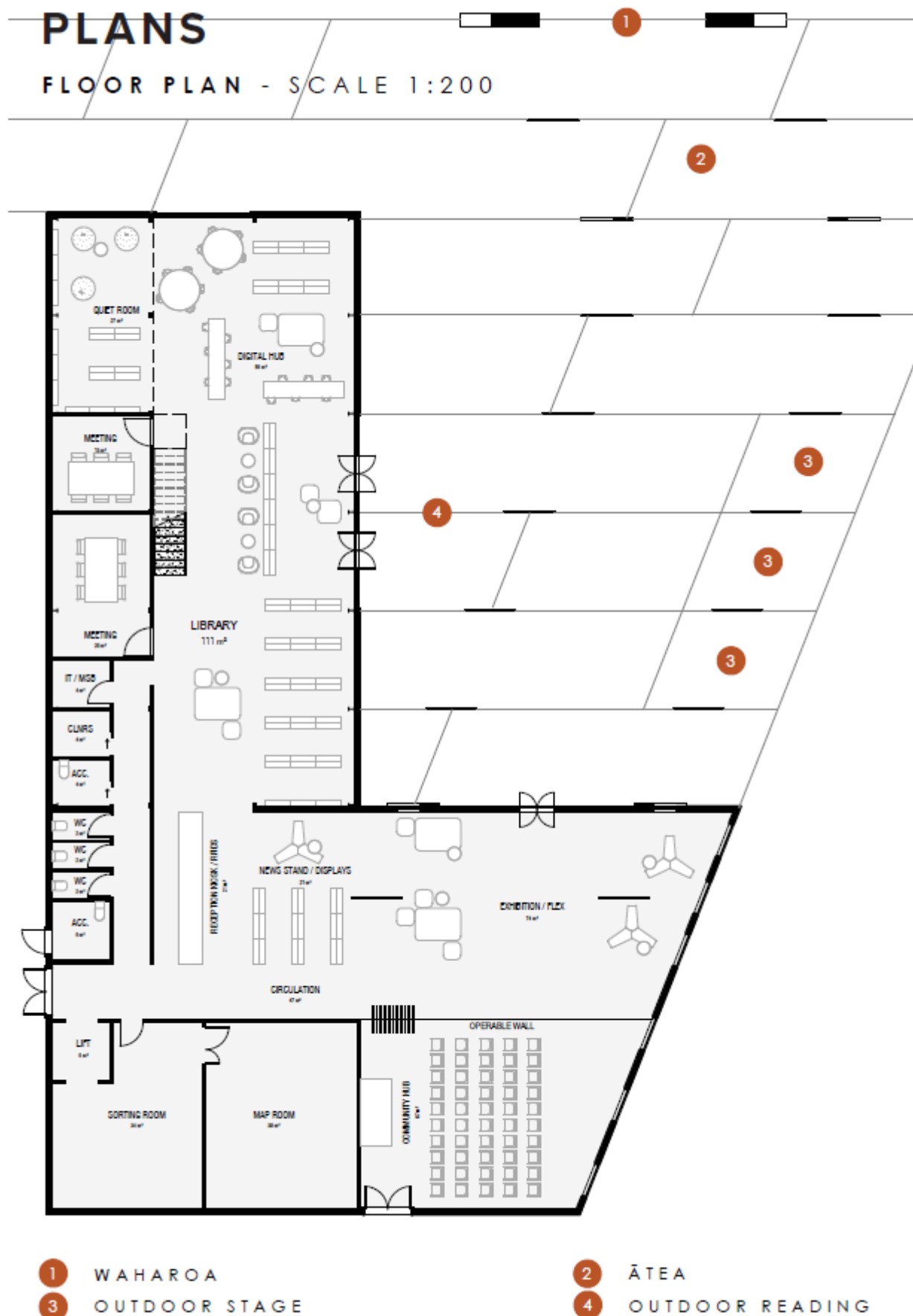


Figure 4: Floor plan of functional spaces within the building, with assignments to areas for the Library, Archive and Digital Hub.

Further Information

1. Vision Projects contract for Stage 1
2. Vision Projects contract letter for Stage 1
3. Cultural impact assessment
4. Culture and heritage assessment
5. Library Archives background paper and project plan
6. Library Archives presentation (Luke)
7. Library Archives project team meeting notes
8. Library Archives project team meeting notes
9. Library Archives project team meeting notes
10. Library Archives project team meeting notes
11. Tsunami line reports
12. High flood risk and low flood risk report
13. Archive building requirements
14. 2017 Archive budget estimates (additional space)
15. 2016 Archive budget estimates
16. Proarch geotechnical report for Memorial Park
17. Proarch geotechnical report for Fraser St
18. Old Archive building designs and preliminary plans
19. Wairoa Star articles deferring new building of standalone Archives
20. Natural hazard property report, liquefaction report, seismic assessments

References (to or from other Committees)

1. EDC. 7 Dec 2021. Update on Library Archives redevelopment.
2. Council workshop. 7 Dec 2021. Library Archives project history
3. EDC. 26 Oct 2021. Update on Library Archives redevelopment.
4. EDC. 14 Sep 2021. Update on Library Archives redevelopment.
5. EDC. 11 May 2021. Update on Library Archives redevelopment.
6. EDC. 30 March 2021. Update on Library Archives redevelopment.
7. EDC. 16 Feb 2021. Stage 1 funding for Library Archives redevelopment.
8. EDC. 8 Dec 2020. Stage 1 project management of Library Archives redevelopment
9. Council. 20 Oct 2020. Library Archives redevelopment project endorsement
10. Council workshop. 20 Oct 2020. Library Archives redevelopment project
11. EDC. 5 Sep 2020. Update on Library Archives redevelopment.
12. EDC. 4 August 2020. Update on Library Archives redevelopment.
13. MSC. 28 May 2020. Library Archives redevelopment project
14. EDC. 12 May 2020. Update on Library Archives redevelopment.
15. EDC. 3 May 2020. Update on Library Archives redevelopment.
16. Council. 1 May 2018. Site location for Archives building and options assessment.

17. Council. 28 Mar 2017. Archives Building and approval for preliminary plans



4 February 2022

ACTIVITY REPORT: CENTENNIAL LIBRARY & ARCHIVE REDEVELOPMENT FUNDING

Vision Projects is contracted to deliver the proposed Centennial Library and Archives redevelopment to the funding application stage. This contract was supported by funding from the New Zealand Libraries Partnership Programme, with the Wairoa District Council Economic Development Committee nominated as the project governance group.

1. Project Plan

The current funding project supports the intent of Council to realise the Centennial Library and Archive Redevelopment Project Plan adopted by Council (2020);

To create a landmark community and cultural facility that improves public access to information, literature, heritage and cultural resources managed by Council; where building, greenspace and riverfront combine seamlessly to create a treasured public space.

"The redeveloped Library Archive stands at the heart of Wairoa on land that was once part of Manukanui Pā. True to this kaupapa it is a place that draws us to experience, share, engage and treasure language, knowledge, heritage and culture in a vibrant, accessible and welcoming space."

2. Mana Whenua

A third mana whenua workshop in January was well attended. There is strong endorsement for the direction of the Manukanui development with engaging discussion by those in attendance. A subsequent presentation for mana whenua with RTA, Sandy Adsett will be held on 9 February in Wairoa.

3. Design

The design brief draws on the heritage of the site as land that was part of Manukanui Pā, the Cultural and Heritage Impact Assessment *Te Rauwa*, and the commitment from Council to address real and raw socio-economic needs identified in the 2019 community study *Whakarauora*. These influences, and the community's aspirations for the new centre, are captured in the project plan adopted by Council in 2020.

Concept design is informed by the project plan, detailed analysis of functional expectations and aspirations for the working spaces and bounded by an achievable build budget. Significant time is dedicated to exploring the floor experience and flow of operations inside the building with staff.

There is clear support from mana whenua for the shared vision to see Manukanui as a vibrant and welcoming celebration of Wairoa's people and place, and confidence that this will be successful through the creative collaboration between RTA and Sandy Adsett.

4. Funding

Applications have been successful to fund both architectural fees and engagement fees for Sandy Adsett for the preliminary design stage (total \$95,000). Capital funding will require Council approval. Council has committed \$1.9M to capital costs. Preliminary design presentation to governance is anticipated in March, with the opportunity to begin capital funding applications from June pending approval from Council.

5. Internal Council Support and consenting

This is a council project with WDC representing both the applicant and consenting authority. The project team is working across Council departments concurrent to the design process to ensure a smooth consent process which is critical to external funding.

6. Covid 19

At the writing of this report, disruption due to Covid restrictions is minimal. Most working meetings are progressing remotely. Meeting with mana whenua have been successfully accommodated in the War Memorial Hall, the latest scheduled for Wednesday 9 February.

7. Timeline

Concept Design (Nov – Feb 22)

- Funding and Consent document preparation
- Working Group & Stakeholder consultation
- Engagement schedule in collaboration with RTA
- Deliverable > Concept Design Report for review/validation (NZIA B1, NZIA B2)

Preliminary Design (Jan-March 2022)

- Quantity Survey
- Ongoing collaboration / project team
- Deliverable > Preliminary Design (NZIA B3)
- Council approval to proceed
- Resource Consent
- Primary capital funding application
- Additional funders mapped as required

8.2 UPDATE ON REGIONAL DIGITAL HUB

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

Authoriser: Kitea Tipuna, Tumu Whakarae Chief Executive

Appendices: Nil

1. PURPOSE

- 1.1 This report provides information for the Committee on the Regional Digital Hub. It is an operational update and no decisions are required by Committee at this stage.
- 1.2 The Committee have requested that operational updates be delivered to elected members. This is in addition to quarterly and monthly reports which are submitted to the Provincial Development Unit as well as to full Council through the Group Manager's department report.

RECOMMENDATION

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

2. OPERATIONAL UPDATE FOR MONTHS OF NOVEMBER AND DECEMBER 2022

Since opening a year ago, Wairoa's Digital Hub has upskilled and provided technology access to around 3,500 people. Based in the Wairoa Library, the Digital Hub is fast becoming a public go-to for people wanting to access technology and build their digital confidence.

The aim of the hub is to provide another local component to improve the district's connectivity and digital capability by offering community courses, 13 computers available for public use and a technology hub manager on hand to assist. Through the initiative, people are able to improve connectivity by breaking down barriers including access to affordable broadband. Technology is growing at a rapid pace and the Digital Hub is a base for people to be able to keep up no matter whether it is a smartphone, tablet or computer.

There has always been a real appetite for better digital access in Wairoa and this initiative complements a number of other digitally-based projects in the district. The hub is a great example of how Central Government external funding, in this case through the PGF fund, can be transformative for rural areas

Regional Digital Hub

Visitors in November	190
Total number of visitors as at November	3270
Signups to Skinny Jump Broadband in November	14
Signups to Skinny Jump Broadband Modems issued to date	180

Visitors in December	120
Total number of visitors as at December	3390
Signups to Skinny Jump Broadband in December	13
Signups to Skinny Jump Broadband Modems issued to date	193

During November and December, the Digital Hub team provided support with activities including formatting assignments, online applications, email access, printing and general computer assistance. Through these months, the team ran coding classes for children. After school coding classes held on Mondays and Wednesdays have been popular. All positions were filled and more have been added to the waiting list ready for the next term.



Showcasing part of a beautiful decal affixed to the Digital Hub frontage as designed by our talented Senior Library Services Officer, Iryna Robson.

The Digital Hub team supported the Library's initiative to print vaccine passes for those in the community. At one stage, the Hub and Library was the only spot in town offering this service. Due to the volume of people requiring assistance, a booking system was put in place and staff added to this every 30 mins.

Many of the 220 families that were supported did not have email accounts or access to computers, so providing a place in which they could receive this support was a relief for them. The team received many positive and appreciative comments from people who were thankful for the service provided. Many said that "it would have been impossible for them to do it alone".



Showcasing part of a beautiful decal affixed to the Digital Hub frontage as designed by our talented Senior Library Services Officer, Iryna Robson.

8.3 ECONOMIC DEVELOPMENT UPDATE

Author: Courtney Hayward, Kaiwhakahaere Kaupapa Here, Mana Arahi me te Whakawhanake Ohanga Policy, Governance & Economic Devel

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 Kaiwhakahaere Kaupapa Here, Mana Arahi me te Whakawhanake Ohanga Policy, Governance & Economic Devel RECOMMENDS that Committee receive the report.

2. SUSTAINABLE FOOD AND FIBRES

- 2.1 Central Hawkes Bay District Council submitted the application to the SFF Futures fund for the almonds feasibility study on behalf of key stakeholders including WDC. The application was successful.
- 2.2 A project brief is currently being completed and will be distributed to all stakeholders.

3. BANKING

- 3.1 Wairoa Kiwibank (located in Hammer Hardware) is still offering services as a physical bank premise. Including some services for non-Kiwibank customers and to sign new customers up instore. For Kiwibank customers, the services that are available include cash deposit and withdrawals.
- 3.2 Members from the ED and Finance teams met with the BNZ to understand different types of support that Wairoa could receive following the departure of BNZ from the district.
- 3.3 BNZ have advised that they have not had complaints from Wairoa customers about not having a physical branch in the district. Council officers advised that this was contrary to conversations on the ground and that many officers had experienced in the community.
- 3.4 BNZ will provide a list of functions that require customers to physically enter a branch, as well as looking into options for these services to be offered as required in Wairoa. BNZ also advised that they would be interested in offering support and training in Wairoa, working with the Digital Hub.
- 3.5 We are open to discussions with other banks about how people in Wairoa can be best supported.

4. CHRISTMAS

- 4.1 Grabbing a Selfie with Elfie was a huge hit with young shoppers on Saturday 23 December.
- 4.2 The tautoko Wairoa shop local promotion had tamariki tearing around town in search of the elusive Elfie who kept popping up in the most obscure places.
- 4.3 The competition saw Elfie hiding in local businesses, and once discovered tamariki aged between 0-16 could take a selfie with Elfie and tag Wairoa District Council on Facebook.
- 4.4 The pre-Christmas game proved to be a popular pastime with loads of parents and adults supporting their tamariki to take part.

5. TE MAHERE WHAI MAHI MĀORI – MĀORI EMPLOYMENT ACTION PLAN

- 5.1 Central government is launching Te Whai Mahi which underlines a commitment to supporting kaupapa Māori and working kanohe ki te kanohe and in partnership with whānau, hapū, iwi and wider hāpori to improve employment outcomes for Māori.
- 5.2 This is a cross-government action plan that supports the mahi already underway across government to support inherent mana in Māori communities. Te Whai Mahi Māori aims to address disparities, remove barriers, create opportunities and foster pathways into equitable and fulfilling careers.
- 5.3 This online launch will be attended by the ED officer to understand how the action plan could deliver for Wairoa.

6. MTFJ

- 6.1 The MTFJ contract continues to be delivered by the Wairoa Young Achievers Trust, with 46 rangatahi engaged in sustainable employment since June 21.
- 6.2 Wairoa has been selected as a pilot council for a partnership with Outward Bound. MTFJ is working with Outward Bound to assist with their Impact Lab report looking into the benefits of Outward Bound into a young person's life and employment journey. The idea is for this to be a 50/50 partnership between Outward Bound and the five selected pilot councils, with the council utilising the MTFJ Community Recovery Funds.
- 6.3 Once the Impact Lab study is completed, MTFJ is looking to help Outward Bound to bring the results forward to central government for further investment for NEETs to access Outward Bound courses.

8.4 COMMUNITY DEVELOPMENT AND TOURISM UPDATE

Author: Rubyanne Edwards, Kaiarataki Tapoi me te Whakawhanake Hapori | Tourism and Community Development Team Leader

Authoriser: Kitea Tipuna, Tumu Whakarae Chief Executive

Appendices: Nil

1. PURPOSE

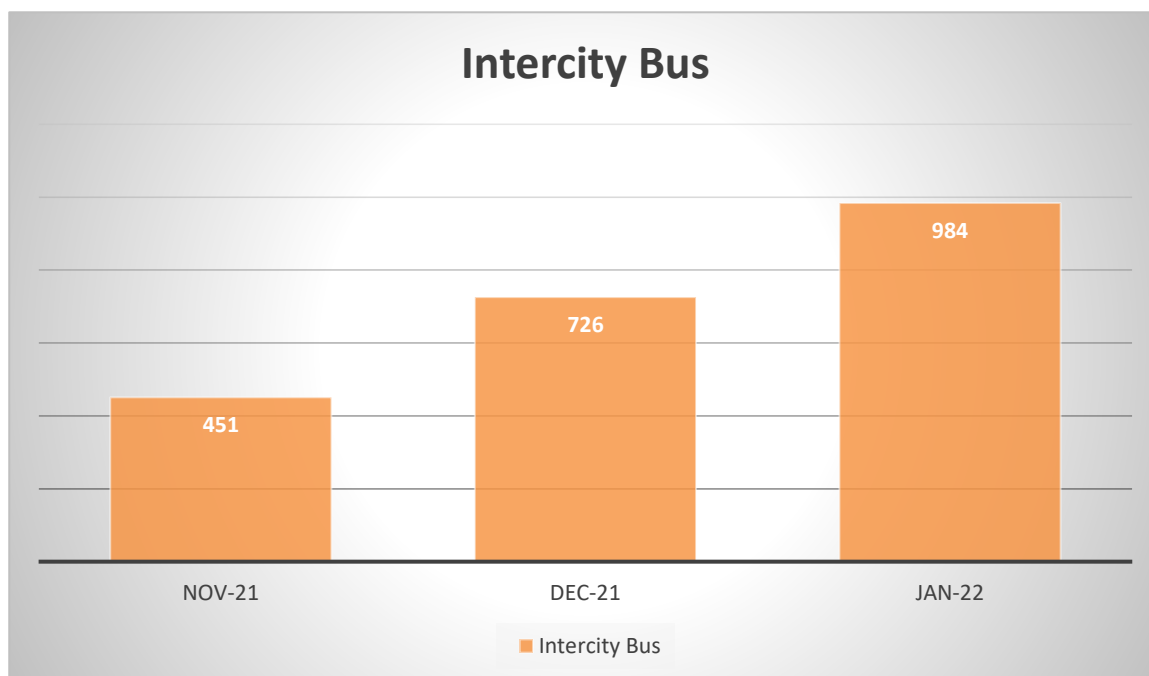
- 1.1 This report provides a current update on the Wairoa I-SITE and Community Development Report to the Economic Development Committee

RECOMMENDATION

The Kaiarataki Tapoi me te Whakawhanake Hapori | Tourism and Community Development Team Leader RECOMMENDS that Committee receives these reports.

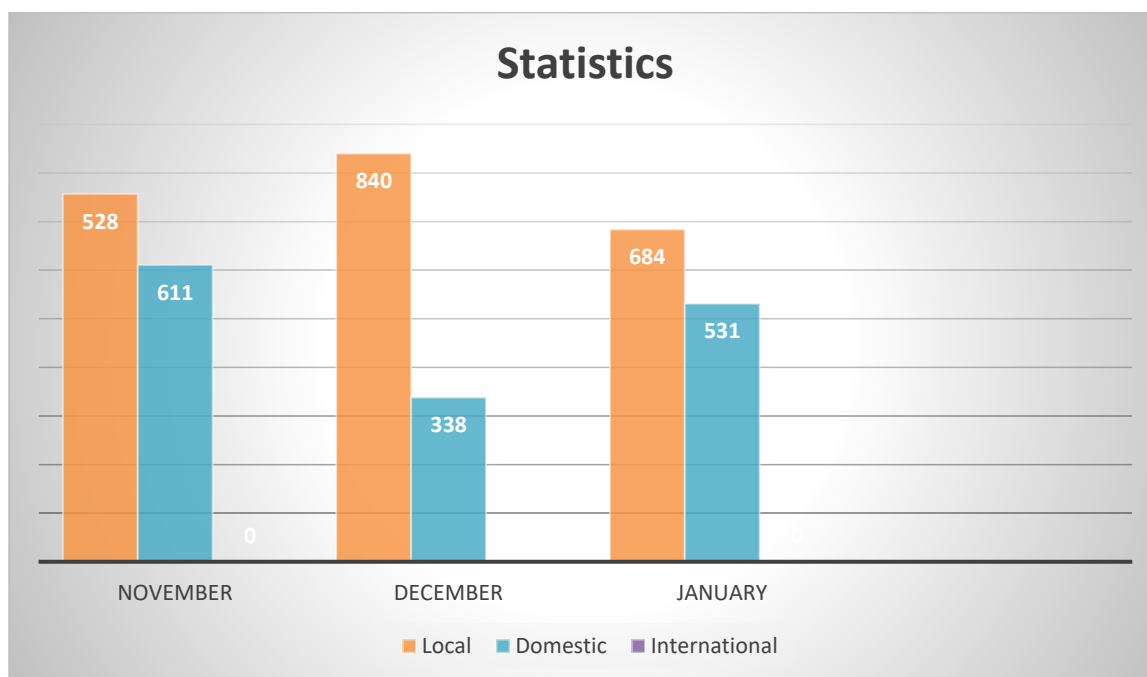
2. INTERCITY BUS

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 were running 7 days over the summer period. This will go back to 4 days in February.



3. 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.



4. STAFF UPDATE

Welcome to Latoya Tipuna (Lah) to the team, Lah is our New Community Development Officer her role will be supporting community led events, initiatives and functions.

5. SUPER SATURDAY

“Roll up your sleeves Wairoa” was the message to the Wairoa Community to get Vaccinated. Wairoa District Council supported this Kaupapa with our Local NGO’s and Government Agencies. We also supported the community by assisting them with obtaining their Vaccination passports, in December we had completed 296 (printed and laminated).

6. FAWC (FOOD AND WINE CLASSICS)

Due to COVID, the FAWC event was postponed again, we are still planning to continue with the event at the end of the year. More information will be announced in June.

7. MATARIKI TU RAKAU

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. We have secured \$9,290 in funding for this project from Te Uru Rakau – New Zealand Forest Service. The project will start this year.

8. WAITANGI DAY

We were successful in securing \$5,000 from Ministry for Culture and Heritage to support our local Waitangi Day.

8.5 GAIETY THEATRE UPDATE

Author: Rubyanne Edwards, Kaiarataki Tapoi me te Whakawhanake Hapori | Tourism and Community Development Team Leader

Authoriser: Kitea Tipuna, Tumu Whakarae Chief Executive

Appendices: 1. Dec 21 [↓](#)
2. Jan 22 [↓](#)

1. PURPOSE

- 1.1 This report provides information for Committee on the Gaiety Theatre. No decisions are required by Committee at this stage.

RECOMMENDATION

The Kaiarataki Tapoi me te Whakawhanake Hapori | Tourism and Community Development Team Leader RECOMMENDS that Committee receive the report.

Monthly Report: November - December

Updates on latest Initiatives:

We held our first ever “Sneak Peak” whanau day to premiere ‘Sing 2’.

For a sneak peak, you get to screen the movie before its release date. The idea is to promote the movie including the community in a big celebration. Due to being in Covid Traffic Light red, we were limited to what we could do. However, we had a great day with a nice turn out 😊

Over the school holiday period we had such a great and busy time here at The Gaiety. We extended our movie hours adding in a 2pm movie for the children.

Vouchers:

- Customers purchased vouchers to gift as Christmas presents.

Film Club:

Very loyal film club member who still attend. They are extremely impressed and celebrated with me my success in gaining my LCQ license and managers cert.

Volunteers:

The volunteers that we have are amazing. They are always there when needed. They are a huge asset to the team and very much appreciated.

We are always on the lookout for new volunteers willing to join our awesome team 😊

Top Films:

- Spiderman
- Sing 2
- Ghost Busters

Staff Training:

Thank you to all who continue to support me through this journey. As I still overcome obstacles along the way everyone remains patient with me. I appreciate each and every one of you.

Monthly Report: January 2022

Updates on latest Initiatives:

Over the school holiday season we had a good amount of visitors coming through our door. We had a mixture of movies, trying to learn the basis around choosing 1 movie from different genres at a time.

I am also creating some awesome relationships with distributors. They have been so great with assisting me over the Christmas break with anything I need.

Vouchers:

- Plenty of voucher still coming through the door from the Te Taiwhenua. Great to see the community utilizing there tickets 😊

Film Club:

Working on putting a bit more extra time into film club. As film club prefer one off screenings, at this time and day with covid, it is very hard to secure a movie for a one off screen.

Volunteers:

The volunteers that we have are amazing. They are always there when needed. They are a huge asset to the team and very much appreciated.

We are sad to say good-bye to our beautiful girls, River-Lee and Tiana early next month. But we wish them all the best on their new journey in life.

We are always on the lookout for new volunteers willing to join our awesome team 😊

Top Films:

- Spiderman
- Sing 2
- King Richard
-

Staff Training:

Thank you to all who continue to support me through this journey. As I still overcome obstacles along the way everyone remains patient with me. I appreciate each one of you.