



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

Date: Tuesday, 21 May 2024
Time: 10:00 am
Location: Council Chamber, Wairoa District Council,
Coronation Square, Wairoa

AGENDA

Strategy, Wellbeing and Economic Development Committee Meeting

21 May 2024

MEMBERSHIP: His Worship the Mayor Craig Little, Cr Denise Eaglesome-Karekare, Cr Jeremy Harker, Cr Roslyn Thomas, Mr Sam Jackman, Mr Jack Beaton

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 - 23 April 2024

**MINUTES OF WAIROA DISTRICT COUNCIL
STRATEGY, WELLBEING AND ECONOMIC DEVELOPMENT COMMITTEE MEETING
HELD AT THE COUNCIL CHAMBER, WAIROA DISTRICT COUNCIL, CORONATION SQUARE, WAIROA
ON TUESDAY, 23 APRIL 2024 AT 10:00 AM**

PRESENT: His Worship the Mayor Craig Little, Cr Denise Eaglesome-Karekare, Cr Jeremy Harker, Cr Roslyn Thomas, Mr Jack Beaton, Kimberley Bell

IN ATTENDANCE: **Kitea Tipuna** (Tumu Whakarae | Chief Executive), **Michael Hardie** (Pouwhakarae – Hua Pūmau | Group Manager Assets and Infrastructure), **Juanita Savage** (Pouwhakarae Rātonga Hapori me te Whakawhanake | Group Manager Community Services and Development), **Sarayde Tapine** (Kaiurungi Kaupapa Here me Mana Ārahi | Policy and Governance Advisor), **Austin King** (Community Engagement Manager),

1 KARAKIA

The opening karakia was given by the Chief Executive, Kitea Tipuna.

2 APOLOGIES FOR ABSENCE

APOLOGY

COMMITTEE RESOLUTION 2024/169

Moved: Cr Denise Eaglesome-Karekare

Seconded: Cr Roslyn Thomas

That the apology received from Sam Jackman be accepted and leave of absence granted.

CARRIED

3 DECLARATION OF CONFLICT OF INTEREST

Nil.

4 CHAIRPERSON'S ANNOUNCEMENTS

Nil.

The Chair acknowledged the passing of Dean Te Amo and Paul Hyslop.

5 LATE ITEMS OF URGENT BUSINESS

LATE ITEM

COMMITTEE RESOLUTION 2024/170

Moved: Mr Jack Beaton

Seconded: Cr Jeremy Harker

That the report 'Committee Membership and Hawke's Bay Tourism – Late Items' be received as a late item.

CARRIED

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 2024/171

Moved: Cr Jeremy Harker

Seconded: Cr Roslyn Thomas

That the minutes [and confidential minutes] of the Ordinary Meeting held on 19 March 2024 be confirmed.

CARRIED

MOTION

COMMITTEE RESOLUTION 2024/172

Moved: Cr Denise Eaglesome-Karekare

Seconded: Cr Roslyn Thomas

That the Strategy, Wellbeing and Economic Development Committee approves the appointment of a Wairoa Business Association alternate if appointed Wairoa Business Association members are unavailable to attend.

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CARRIED

8 GENERAL ITEMS

8.1 COMMUNITY ENGAGEMENT UPDATE

COMMITTEE RESOLUTION 2024/174

Moved: Cr Jeremy Harker

Seconded: Cr Roslyn Thomas

The Kaiwhakahaere Hapori me te Whakapāpā | Community and Engagement Manager

RECOMMENDS that Committee receive the report.

CARRIED

The Community Engagement Manager, Austin King spoke to the report highlighting:

- 3 business referrals made to the Hawke’s Bay Chamber since the last committee meeting.
- Staff are continuing direct engagement with Wairoa businesses – Council has engaged with 50% of those business directly already.
- Increasing engagement between Wairoa businesses and the Hawke’s Bay Chamber of Commerce to increase the Chambers presence and support in Wairoa.
- Staff visited the Pukekaihou Pā in Central Hawke’s Bay to start engagement with their team including Ahi Kaa and Council staff for insight and guidance for the development of the cultural trail project between Wairoa District Council, Rongomaiwahine Iwi Trust and Wairoa Young Achievers Trust.

The Chair, Cr Eaglesome-Karekare and Cr Thomas noted a conflict of interest to this item in relation to the cultural trail and the involvement of Wairoa Young Achievers Trust in this space.

Cr Thomas noted looking to similar townships for the development of the ED Strategy including Hokitika, Waipu and Whakatane.

Jack spoke to the Wairoa Business Association Questionnaire results noting that 18 out of 44 people completed the questionnaire. He explained the scoring system of the questionnaire that the committee is yet to receive from Sam Jackman. He noted the 3 main priorities identified from the results for businesses were:

1. Building Appearance.
2. Law and Order.
3. Rubbish and littering.

He advised dealing with some of these issues such as building appearances through the enforcement of bylaws. The committee were supportive of this, however, agreed to begin the process with an educated and phased approach so that all building and business owners understand what their responsibilities are in regard to those bylaws.

The committee discussed moving the welcome to Wairoa signs closer to town, elevating the signs and the opportunity to change the wording of the signs. Members agreed to seek a quote for relocation of the signs and an updated quote to repair the signs.

8.2 WAIROA ISITE, GAIETY THEATRE

RECOMMENDATION

The Kaiarataki Tapoi me te Whakawhanake Hapori | Tourism and Community Development Team

Leader RECOMMENDS that Committee receive the report.

The Group Manager – Community Services and Development, Juanita Savage spoke briefly to the report noting to the committee:

- Council were not successful in the application fund for the replacement of 100 chairs at the Gaiety Theatre and further funding is now being sought for this space.
- Accurate figures for the Gaiety Theatre to be presented at the next committee meeting.

Members discussed the potential for businesses to advertise on the screen at the Gaiety Theatre.

9 PUBLIC EXCLUDED ITEMS

RESOLUTION TO EXCLUDE THE PUBLIC

COMMITTEE RESOLUTION 2024/175

Moved: Cr Jeremy Harker

Seconded: Cr Roslyn Thomas

That the public be excluded from the following parts of the proceedings of this meeting at 10:43am.

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
- Committee Membership and Hawke's Bay Tourism - Late items	s7(2)(a) - the withholding of the information is necessary to protect the privacy of natural persons, including that of deceased natural persons	s7(2) - Subject to sections 6, 8 and 17, this section applies if, and only if, the withholding of the information is necessary to

CARRIED

COMMITTEE RESOLUTION 2024/176

Moved: Cr Denise Eaglesome-Karekare

Seconded: His Worship the Mayor Craig Little

That Council moves out of Closed Council into Open Council at 11:29am.

CARRIED

The Meeting closed at 11:31am with a closing karakia given by the Chief Executive, Kitea Tipuna.

The minutes of this meeting were confirmed at the Strategy, Wellbeing and Economic Development Committee Meeting held on 21 May 2024.

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CHAIRPERSON

STRATEGY WELLBEING AND ECONOMIC DEVELOPMENT COMMITTEE – ACTION TABLE

<u>MEETING THE ACTION WAS RAISED IN</u>	<u>ACTION</u>	<u>OFFICER RESPONSIBLE</u>	<u>COMMENTS</u>	<u>STATUS</u>	<u>PUBLIC EXCLUDED</u>
23/04/2024	Raise with the Group Manager of Planning and Regulatory to report back on Council’s approach in dealing with building appearance, law and order and rubbish and littering through bylaw enforcement and what building owners can do themselves at the next committee meeting	Juanita Savage Hinetaakoha Viriaere	Educated and phased approach recommended by the committee		No.
23/04/2024	Request quote for relocation and repairing of signs to report back at the next committee meeting	Juanita Savage			No
23/04/2024	Request quote and requirements for businesses to advertise ads on the big Gaiety Theatre projector screen	Juanita Savage			No

8 GENERAL ITEMS

8.1 LIBRARY ACTIVITY UPDATE

Author: Kylie Bradley, Kaiwhakahaere Ratonga Pātaka Pukapuka | Library Services Manager

Authoriser: Juanita Savage, Pouwhakarae Rātonga Hapori me te Whakawhanake | Group Manager-Community Services & Development

Appendices: Nil

1. PURPOSE

- 1.1 This report provides information for Committee on the Library activity for February, March and April. No decisions are required by Committee at this stage.

RECOMMENDATION

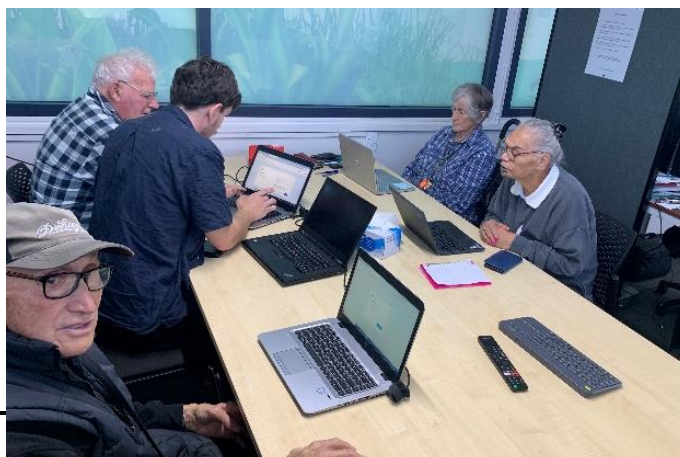
The Kaiwhakahaere Ratonga Pātaka Pukapuka | Library Services Manager RECOMMENDS that Committee receive the report.

2. BACKGROUND

- 2.1 The Wairoa Library team will provide a regular report to the Committee on its main activities and programmes and provide updated figures on usage.

3. DIGITAL HUB

- 3.1 The last 3 months the hub has seen a large increase of patrons requiring help with printing and scanning, setting up online accounts, accessing these accounts via personal mobile devices such as tablets and phones, and providing guidance on using new software or website platforms.
- 3.2 Footprint through the digital hub for the last 3 months was 4,492.
- 3.3 A total of 56 Skinny Jumps signed up.
- 3.4 Below Images Digital Steps for Senior course in action.



4. LIBRARY EVENTS

- 4.1 Easter colouring competition had 124 submitted entries. Not only was this competition for children but we extended it out to adults who loved the idea of this being a family participating session.



5. LIBRARY PROGRAMMES

- 5.1 This year we decided to introduce a Teens reading programme as a trial to capture the age group we weren't supporting in the library. This has been very successful with all students opting to carry their reading through to Term 2.

- 5.2 Current List of Programmes being run in the library and Digital Hub:

Tweens Reading Programme

Teen Reading Programme

STEAM – Science, Technology, Engineering, Art and Mathematics

Adult Reading Programme

Seed Collection Programme

Puzzle Collections

Digital Coding

Tinkercad 3D printing and design

Computer Basics - Computer Basics, Intro to Smartphones, Intro to Tablets and

Microsoft Word Essentials

- 5.3 On top of the list of programmes being offered, we have Kotemaori School visiting us weekly for Library skills and digital classes. This is in addition to two homeschooled classes and other visiting schools.

5.4 Below images of our new Teen book club stepping out of their reading comfort zone to learn body art.



6. LIBRARY STATISTICS

6.1

2023-2024	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr
Website Session	1762	1664	640	1621	706	1660	1221	2024	2455
Library Visitor	2780	1901	2778	2262	1965	2410	2361	2024	2539
Total Issues*	2894	2712	2440	2696	1873	2536	2392	2622	2426

Excludes e-resources

8.2 WAIROA LIBRARY - NAME REVIEW

Author: Juanita Savage, Pouwhakarae - Rātonga Hapori me te Whakawhanake | Group Manager Community Services & Development

Authoriser: Kitea Tipuna, Tumu Whakarae Chief Executive

Appendices: Nil

PURPOSE

- 1.1 This report provides information for committee members to review the name of the Wairoa Library and whether a name change is recommended to Council for consideration.

RECOMMENDATION

The Pouwhakarae - Rātonga Hapori me te Whakawhanake | Group Manager Community Services & Development RECOMMENDS that Committee present to Council preferred proposed name options for the Wairoa Library.

BACKGROUND

- 1.2 The library is currently referred to as the Wairoa Public Library, Wairoa Centennial Library and Wairoa Library.
- 1.3 The library is situated on land that was once part of Manukanui Pā, a significant and large pa in Old Wairoa, and of which Ngāti Moewhare and Ngāti Kurupakiaka are mana whenua.
- 1.4 Manukanui was home to revered upoko ariki Tapuwae, and later Kopu, and known as a place of hospitality and political discussion. This connection to tipuna and tikanga resonates in the ambition to celebrate the mana of this site and, inspired by this heritage, to re-create a welcoming place of shared knowledge, history, culture, tikanga and te reo māori.
- 1.5 We provide the library with over 25,000 books and digital resources, reading programmes and initiatives to over 32,000 visitors and 8,000 patrons a year.
- 1.6 We provide lending, information and digital services and programmes. Among our most popular programmes are the summer and winter reading programmes, which encourage hundreds of local children to love reading. In addition, we run initiatives throughout the year that support and engage local schools and community groups.
- 1.7 The library is home to the Digital Hub which provides community access to computers, digital technology and a range of programmes to help build and support the district's digital connectivity and capability.
- 1.8 Operating hours – Mon to Thurs 10am to 5pm, Fri 9.30am to 5pm, Sat 10am to 12noon.

2. OPTIONS

- 2.1 The options identified are:

- a. Status quo
- b. Manukanui Knowledge Hub
- c. Manukanui Knowledge and Learning Hub
- d. Any other name presented by Committee.

2.2 The preferred option is **b. Manukanui Knowledge Hub**, this contributes to the following community outcomes:

Cultural wellbeing	Economic wellbeing	Social Wellbeing	Environmental Wellbeing
Valued and cherished community.	Strong and prosperous economy.	Safe, supported and well-led community.	Protected and healthy environment

3. CORPORATE CONSIDERATIONS

What is the change?

3.1 The name the library will be known by.

Compliance with legislation and Council Policy

3.2 No consistencies or inconsistencies with other Council policy and plans apply **excluding** Significance and Engagement Policy that is covered in section 6 of this report.

What are the key benefits?

3.3 The acknowledgement of the significant pa site to where the library facility is situated.

3.4 To ensure the active protection of taonga for as long as mana whenua wish it to apply.

What is the cost?

3.5 Rebranding costs would apply and would be applicable to the Visual Identity cost centre i.e. logo utilised on the digital platforms, building signage.

Maori Standing Committee and Youth Council

3.6 This report will be taken to the Maori Standing Committee 28th May 2024.

3.7 This report will be tabled at Youth Council 23rd April 2024.

4. SIGNIFICANCE

4.1 Impact to the Wairoa peoples to be considered in this recommendation.

4.2 Due to the site location referring to Manukanui pa site, there is reasonable expectation of the name change generating wide public interest within the district.

4.3 There would be no change to the level of service for the library services provided.

4.4 Staff will be responsible for assessing the appropriate form of engagement

5. RISK MANAGEMENT

5.1 In accordance with the Council’s Risk Management Policy the inherent risks associated with this matter are: Low

Human	Financial	Regulatory
Low	Low	Low
Operations	Employees	Image & Reputation
Low	Low	Low

Who has been consulted?

No consultations at the time this report was written.

Further Information

Nil.

References (to or from other Committees)

Nil.

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.

8.3 COMMUNITY SERVICES AND DEVELOPMENT GROUP UPDATE

Author: Juanita Savage, Pouwhakarae - Rātonga Hapori me te Whakawhanake | Group Manager Community Services & Development

Authoriser: Kitea Tipuna, Tumu Whakarae Chief Executive

Appendices: Nil

1. PURPOSE

1.1 This report provides information for Committee on the Group activity and data since the last meeting. No decisions are required by Committee at this stage.

RECOMMENDATION

The Pouwhakarae - Rātonga Hapori me te Whakawhanake | Group Manager Community Services & Development RECOMMENDS that Committee receive the report.

2. BACKGROUND

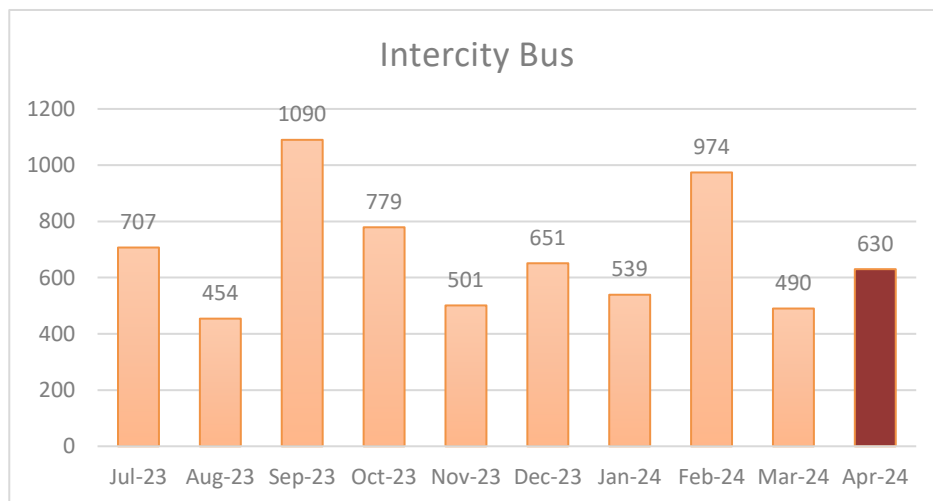
2.1 Group activity to include reporting on the areas from the I-Site, Gaiety Theatre, Customer Services and Economic Development.

3. I-SITE

3.1 Staff recruitment is open to cover parental leave term.

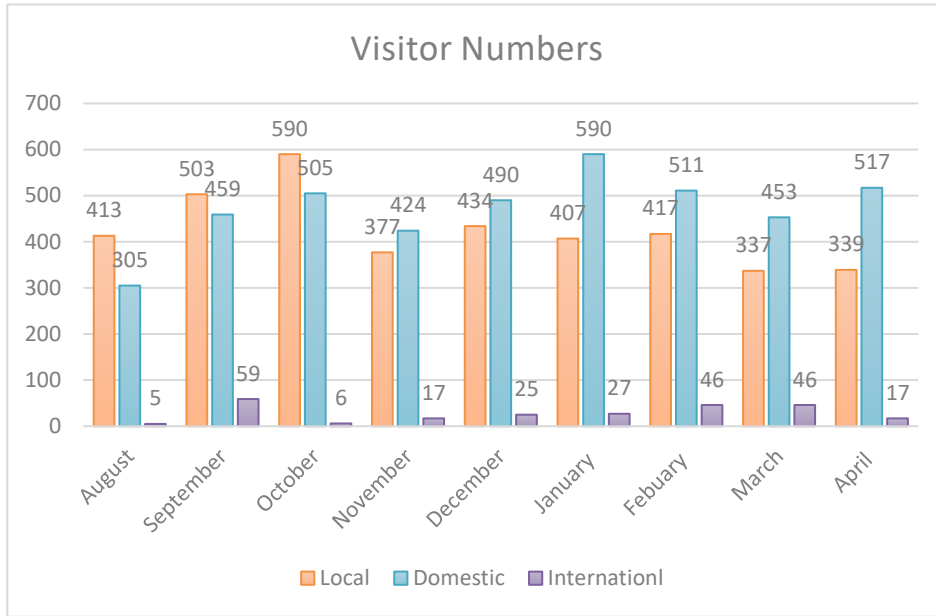
3.2 Intercity Bus – the below chart represents the number of users of the bus service to and from Wairoa. Yearly and monthly reporting.

3.3



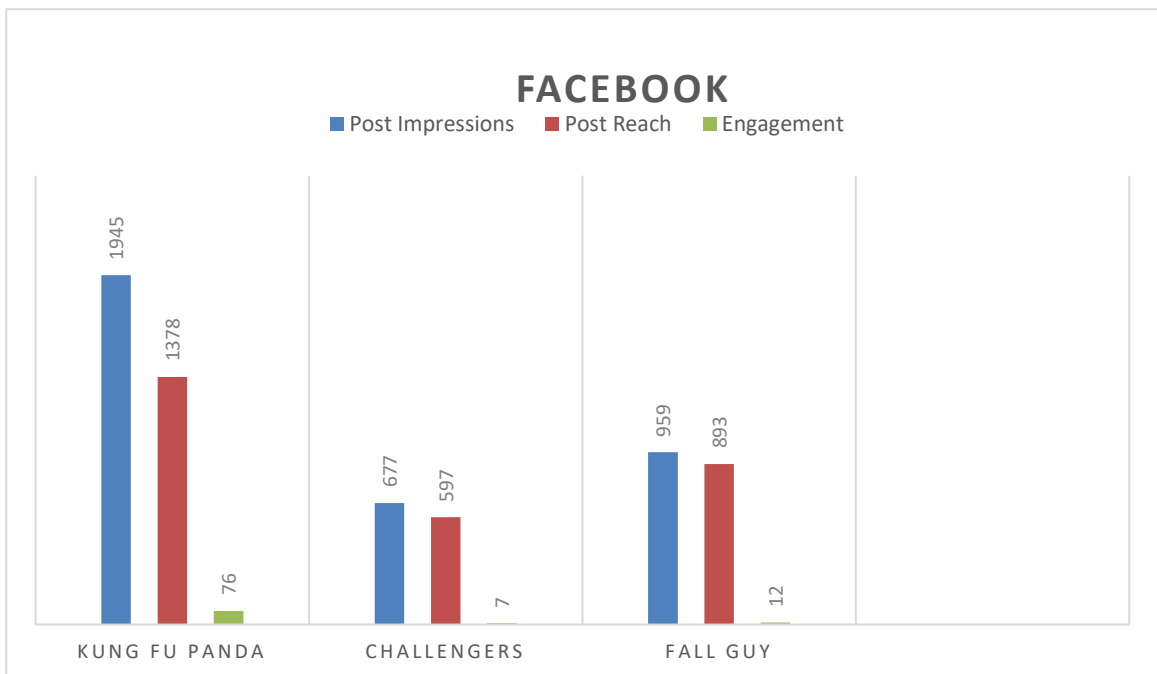
Statistics and Analysis – the I-Site gathers daily statistics on the origin of visitors and the reason for their visit to the I-Site. Categories include the Intercity Bus, local visitors,

non- resident visitors, accommodation, retail, photocopying, Fish and Game licences, information for services.



4. GAIETY THEATRE

- 4.1 New projector arrives 20 May and installation scheduled 21 May. Hoytz to support the logistics and installation.
- 4.2 The table below is a record of engagement via the Facebook posts for a 28 day period for the top three movies for the month of April.



- 4.3 Ticket and confectionary sale. A notable increase between March and April – due to school holiday period.

2024	Ticket Sales (\$)	Confectionary Sales (\$)
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January	5,060	4,148
February	4,730	4,461
March	6,490	6,254
April	8,780	9,297

5. BUSINESS SUPPORT – HB CHAMBER OF COMMERCE

- 5.1 Recent closure announcements for local businesses are concerning.
- 5.2 Contact has been made with HB Chamber of Commerce to seek support. Chamber will adapt the current support they are doing with business connector sessions to recognise the recent matters. Discussion is set with lead Business Connector on 23 May.
- 5.3 Next business connector session is 23 May with four businesses registered at this stage.

6. CULTURAL STORYTELLING TRAIL

- 6.1 Have met with Craig Ireson, the project lead for the CHB project Nga Ara Tipuna. This was to scope and learn how they executed their project including engagement with mana whenua, and also costings.
- 6.2 Based on conversation with Craig, we recommend a work programme be developed with Rongamaiwahine Iwi Trust (RIT) and Wairoa Young Achievers Trust (WYAT). This program to start with a Research phase for the following:
 - Identify pa sites
 - Identify the kaumatua for the information gathering for that pa site
 - GIS information for the pa site
 - Community Engagement Plan (CEP)

Once this phase is complete, move in to the engagement phase following the CEP.

- 6.3 There is no identified area for the staff of six to set office as yet.

7. EXTERNAL FUNDING

- 7.1 Cyclone Appeal Funding session day was held 16 May at the Wairoa Community Centre. DIA support staff were present to assist with applications.
- 7.2 Creative Communities Scheme closed 15 May. 9 applications received at time of writing this report.
- 7.3 Rural Travel Fund closed 24 April. 7 applications were received with 6 successful.

8. SUNAIR

- 8.1 Table below showing arrival and departure passenger numbers.

2024	PAX arrivals	PAX departures
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Jan	6	7
Feb	8	6
Mar	2	2
Apr	3	5

9. WELCOME TO WAIROA SIGNAGE

- 9.1 A quote has been received to relocate the boundary district signs to be closer to town.
- 9.2 Waiting on information from Property team for new sign suppliers and references.

Further Information

www.ngaaratipuna.co.nz

References (to or from other Committees)

[List any instances this report or previous reports on this topic have gone to Council/Committee]