



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

Date: Tuesday, 13 August 2024
Time: 10:00 am
Location: Council Chamber, Wairoa District Council,
Coronation Square, Wairoa

AGENDA

Strategy, Wellbeing and Economic Development Committee Meeting

13 August 2024

MEMBERSHIP: His Worship the Mayor Craig Little, Cr Denise Eaglesome-Karekare, Cr Jeremy Harker, Cr Roslyn Thomas, Mr Jack Beaton, Mr Seenie Kahukura, Ms Sue Wilson, Mr Terence Maru, Ms Kimberley Bell

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

Order Of Business

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2 Apologies for Absence 5

3 Declarations of Conflict of Interest 5

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5 Late Items of Urgent Business 5

6 Public Participation 5

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8.1 Community Services and Development Group Update July 202411

- 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 - 16 July 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, 16 JULY 2024 AT 10:00 AM**

PRESENT: His Worship the Mayor Craig Little, Cr Jeremy Harker, Cr Roslyn Thomas, Mr Jack Beaton, Mr Seenie Kahukura, Ms Sue Wilson, Mr Terence Maru, Ms Kimberley Bell

IN ATTENDANCE: **Kitea Tipuna** (Tumu Whakarae | Chief Executive), **Gary Borg** (Pouwhakarae – Pūtea/Tautāwhi Rangapū | Group Manager Finance and Corporate Support), **Lauren Jones** (Pouwhakarae Rātonga Hapori me te Whakawhanake | Acting Group Manager Community Services and Development), **Frances Manase** (Kaiurungi Mana Ārahi | Governance Officer).

1 KARAKIA

The opening karakia was given by His Worship the Mayor, Craig Little.

2 APOLOGY

APOLOGY

COMMITTEE RESOLUTION 2024/156

Moved: His Worship the Mayor Craig Little

Seconded: Cr Jeremy Harker

That the apology received from Cr Denise Eaglesome-Karekare be accepted and leave of absence granted.

CARRIED

3 DECLARATION OF CONFLICT OF INTEREST

To be declared as the agenda progresses.

4 CHAIRPERSON'S ANNOUNCEMENTS

Nil.

5 LATE ITEMS OF URGENT BUSINESS

LATE ITEM

COMMITTEE RESOLUTION 2024/157

Moved: Cr Jeremy Harker

Seconded: Cr Roslyn Thomas

That the report 8.1 Community Compass Report Q1 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 2024/158

Moved: His Worship the Mayor Craig Little

Seconded: Cr Jeremy Harker

That the minutes of the Ordinary Meeting held on 21 May 2024 be confirmed.

CARRIED

8 GENERAL ITEMS

8.1 COMMUNITY SERVICES AND DEVELOPMENT GROUP UPDATE

COMMITTEE RESOLUTION 2024/159

Moved: His Worship the Mayor Craig Little

Seconded: Cr Roslyn Thomas

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

CARRIED

The Acting Group Manager Community Services & Development introduced the report noting the following:

- The scheduled June Committee meeting had been cancelled due to Wairoa District Council (WDC) being in Lockdown. An update will be tabled at the next scheduled meeting.
- Slight drop in Visitor numbers in Wairoa from the I-Site. Consistent numbers of local, domestic and international queries.
- Gaiety Theatre - the new projector installation has been successful. There has been a drop in sales between April and May, mainly due to no premiere movies and weather conditions. It is expected that sales will increase over the next couple of weeks due to the school holidays.

Cr Harker suggested Wairoa to host conferences or activity events within the next year 2024/2025.

Cash Service Trials - The Reserve Bank NZ has had an application endorsed by various members of the Wairoa community. Expected to have town clusters shortlisted by August.

External funding - Received 16 applications from Wairoa to the Cyclone Appeal Trust Fund with decisions being announced on 25th July, 2024.

8.1 COMMUNITY COMPASS REPORT Q1

COMMITTEE RESOLUTION 2024/160

Moved: His Worship the Mayor Craig Little

Seconded: Cr Roslyn Thomas

The Acting Group Manager - Community Services and Development RECOMMENDS that Committee receive the report.

CARRIED

The Acting Group Manager - Community Services and Development introduced the report which prompted the below discussion:

Cr Harker requested the number of jobs available in Wairoa and His Worship the Mayor would like to canvas all businesses which cover:

- Staff retention rate.
- Available positions.
- Application processes for businesses in Wairoa.

The Acting Group Manager - Community Services and Development advised she will look into a database that will capture this information.

The committee agreed that the visit Wairoa website needs to include and advertise the cycle trails and mountain bike park as they would like to use these activities as a gateway to bring more people into Wairoa.

RESOLUTION TO EXCLUDE THE PUBLIC

MOTION

COMMITTEE RESOLUTION 2024/161

Moved: His Worship the Mayor Craig Little

Seconded: Cr Roslyn Thomas

That the public be excluded from the following parts of the proceedings of this meeting at 10:32am.

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

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
Gaiety Cashflow Report	s7(2)(h) - the withholding of the information is necessary to enable Council to carry out, without prejudice or	s48(1)(a)(i) - the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the

STRATEGY, WELLBEING AND ECONOMIC DEVELOPMENT COMMITTEE MEETING MINUTES 16 JULY 2024

	disadvantage, commercial activities	disclosure of information for which good reason for withholding would exist under section 6 or section 7
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CARRIED

MOTION

COMMITTEE RESOLUTION 2024/163

Moved: His Worship the Mayor Craig Little

Seconded: Mr Jack Beaton

That the committee moves out of Closed Committee into Open Committee at 10:53am.

CARRIED

The Meeting closed at 11:00am with a closing karakia from His Worship the Mayor, Craig Little.

The minutes of this meeting were confirmed at the Strategy, Wellbeing and Economic Development Committee Meeting held on 13 August 2024

Strategy, Wellbeing and Economic Development Committee – Actions Sheet

<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 included in agenda for meeting 13 August	Completed	No.
23/04/2024	Request quote for relocation and repairing of signs to	Juanita Savage	Signs have been ordered, installation date to be confirmed at Committee	Completed	No

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	report back at the next committee meeting		meeting 13 August		
23/04/2024	Request quote and requirements for businesses to advertise ads on the big Gaiety Theatre projector screen	Juanita Savage	Included in agenda for meeting 13 August. Further discussion/training may be required.	In Progress	No
16/07/2024	Group Manager of Planning and Regulatory to report back on Council's approach in dealing with building appearance, law and order, rubbish and littering through bylaw enforcement and what building owners can do themselves.	Hinetaakoha Viriaere			
16/07/2024	Update Wairoa Visit Site which will have the inclusion of Mountain Bike Park and Cycle Trails in Wairoa.	Lauren Jones	Updated. Included in agenda for meeting 13 August.	Completed	No
16/07/2024	Strategy, Wellbeing and Economic Development workplan. The recovery plan to have an economic development and a community wellbeing priority.	Lauren Jones	Talking points from previous meeting included in agenda for meeting 13 August. Awaiting economic development plan initiation post LTP adoption.	In Progress	No
16/07/2024	Local businesses to promote their services on screen as part of the advertisements prior to a screening. His Worship would like an update on this suggestion	Lauren Jones	Included in agenda for meeting 13 August. Further discussion/training may be required.	In Progress	No

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CHAIRPERSON

8 GENERAL ITEMS

8.1 COMMUNITY SERVICES AND DEVELOPMENT GROUP UPDATE JULY 2024

Author: Lauren Jones, Acting Group Manager - Community Services and Development

Authoriser: Kitea Tipuna, Tumu Whakarae Chief Executive

Appendices:

1. Successful Applications [↓](#)
2. Agenda item 8.3: 30 January 2024 [↓](#)
3. Wairoa Gaiety Theatre Final Report_2024_01_15 (under separate cover - Vol 1)
4. Wairoa Gaiety Theatre - Implementation Plan (under separate cover - Vol 1)
5. Wairoa Gaiety Theatre - Summary Report (under separate cover - Vol 1)

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 Acting Group Manager - Community Services and Development RECOMMENDS that Committee receive the report.

WAIROA SIGNAGE

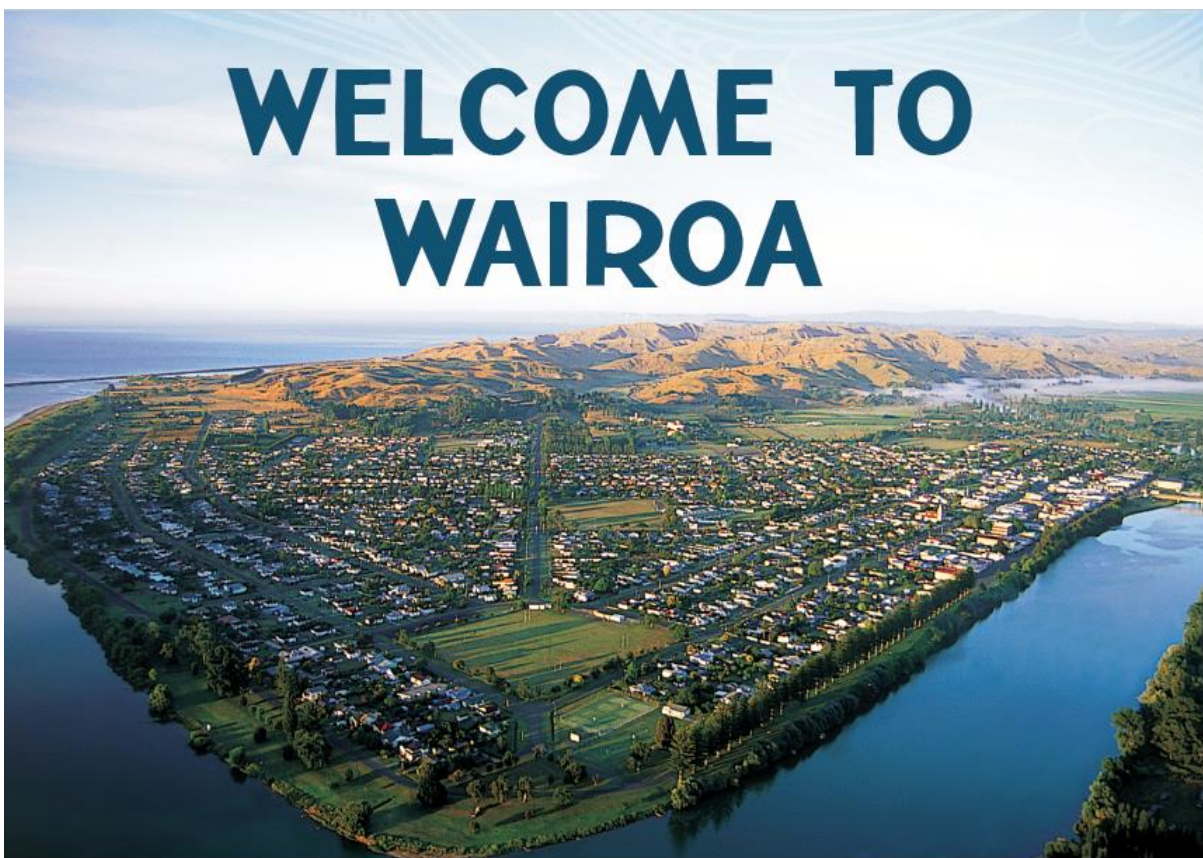
Community Engagement has now approved the purchase of three anti-graffiti, ACM “Welcome to Wairoa” signs that are 3m wide x 1.5m high.

The missing Welcome to Wairoa panels at the northern boundary of the district have also now been ordered and will arrive within 8 to 10 working days.

We are now in the process of putting together costings to have the boundary signs moved closer to town.

The team will continue scoping available sites for the three new Welcome to Wairoa signs.

Final designs below:





CYCLONE GABRIELLE APPEAL TRUST FUNDING

Out of 174 applications received from Hawke's Bay groups, 59 from Wairoa were successful. The successful Wairoa groups, clubs, trusts, marae and community organisations received more than \$1.5 million in support from this fund.

For more information, visit www.cycloneappeal.org.nz/what-we-funded/

Please see attached breakdown of recipients:

BIODIVERSITY HAWKE'S BAY

Community Engagement has made contact with Biodiversity Hawke's Bay to explore other ways to commence the Wairoa Regional Park Wetlands Restoration Project.

Council's application to the fund was declined in May, citing application numbers were high and the committee having to focus on which projects would deliver the highest indigenous biodiversity gain for Hawke's Bay.

Community Engagement is awaiting a response from Biodiversity Hawke's Bay and has actively followed-up with phone calls.

LIBRARY

The success of the most recent reading programme is presented below. Kylie our Library Manager was asked to present this programme to other Hawkes Bay libraries after they heard of what was delivered. This request is testament to the creativity, thought and care that goes into the delivery of library services, despite current staff shortages creating high workloads for the team. The programmes are designed from scratch by our library staff and not only engage the children in reading but cement the library as integral to creating a sense of community /placemaking in Wairoa.



BYLAW

At the last meeting, the committee asked 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.

At our Long Term Plan deliberations on 1 August 2024, Councillors resolved to adopt the preferred option for *Decision 4 - Breathing new life into Wairoa businesses* “Annual Investment” with the addendum that this funding be directed at the CBD as a whole rather than directly paying individual businesses. For reference it was discussed that the CBD covered the business district throughout Wairoa including North Clyde, not just Marine Parade. This means individual business

appearance funding will not be by way of direct payout (although options for loans were discussed).

Below is an outline of our current bylaw and enforcement options.

Public Safety Bylaw

Current action:

A letter to be sent to businesses within the CBD to remind them of their responsibilities in accordance the WDC Public Safety Bylaw as outlined in the following clauses:

3.2 Restrictions – No person may:

(g) Being the owner or occupier of residential or commercial premises, allow these premises whether occupied or vacant to either sprout weeds and other vegetation other than shrubs and gardens that are or have been formally establish on such land, or to become so overgrown with vegetation that it causes or may cause a nuisance, harbour vermin, detract from the amenity of the locality in which it is situated, or encroach onto or over any public place and obstructs or interferes with the free movement of persons using that public space.

(i) Being the owner of a building in the industrial and town areas, allow buildings to show signs of disrepair in the form of peeling paintwork, loose brickwork, missing tiles, hanging wires, defunct lights, plaster chipping, mould or algae growth.

(j) Being the owner of a building in the district with frontage abutting a public place, allow the property frontage to be unclean, poorly maintained, or contain weeds, rubbish, accumulated dirt or materials.

Noting too that: every person who fails to comply with any part of a bylaw commits an offence and shall be subject to the penalty provisions outlined in the offences, penalties, infringement offences, and legal proceedings provisions of the Local Government Act 2002 and the enabling enactment.

Furthermore, the bylaw states that notices and abatements from this clause must be given to the owner of the land/building, giving them 21 days to take action.

Next steps:

The bylaw has been made under several Acts, Local Government Act 2002, the Litter Act 1979, the Health Act 1956, the Sale and Supply of Liquor Act 2012, the Reserves Act 1977 and the Electricity (Safety) Regulations 2010. Therefore, the review of the Public Safety bylaw that is being undertaken this year will include ensuring there are clauses within the bylaw that provide for explicit penalties under the relevant acts.

OFFENCES AND PENALTIES

Bylaw provision	Legislative provision	Description of offence	Maximum fine upon conviction	Infringement fee
Clause 6.1	Local Government Act 2002	Breach of Bylaw	\$20,000	N/A
Clause 6.2	Health Act 1956	Breach of Bylaw	\$500 + \$50 for every day for continuing offences	N/A
Clauses 6.2 and 6.4	Litter Act 1979	Deposit of litter in public place or on private land	\$5,000 or \$7,500	\$400 or other amount as fixed by that Act or amendments to that Act.
Clause 6.2	Litter Act 1979	Failure to comply with notice to clear litter on private land	\$500 (individual) \$2,000 (corporation) For each day on which the failure occurs	N/A

RECOVERY PLAN AND ECONOMIC DEVELOPMENT PLAN

APR Consultants have been engaged to review the Economic Development Plan and update this. They are currently working through the 2017 plan for key areas and updating actions.

Noted from previous meeting discussion:

- Economic development needs to reflect primary industries / land based businesses (recovery plan too, how we support rural land based industries and business)
- Tourism: accommodation, morere
- Visit Wairoa website doesn't have mountain bikepark on it and cycle trails: *ACTIONED, also raised maintenance of the MTB with the WDC property team*

GAIETY THEATRE

Price increase to \$12/ticket from 5 August 2024

The following information/actions were requested last meeting:

Action	Comment	Status
Investigate power meter	Being reviewed by Bloom'n loco per last meeting.	Ongoing
Baseline to operate (screening fixed costs)	Attached	Closed
Options to give away tickets (profits from food, baseline cost	To discuss action this meeting based on baseline figures above	To discuss actions

<p>incurred regardless)</p>		
<p>Advertising: to investigate. Can advertising include job vacancies</p>	<p>Previously the advertising was charged at \$2.50 per ad. The revenue was therefore not significant. This is also difficult to put in with the new commercial projector. There may therefore be a training requirement to consider and a cost/benefit review required. The advertising price needs to be discussed with the business community to see what is feasible. Wider out of town business advertising (including Māhia etc) may also be an option to boost revenue.</p>	<p>To discuss actions</p>
<p>Marketing strategy reviewed and promoted</p>	<p>8.3 ADOPTION OF GAIETY THEATRE BUSINESS AND MARKETING PLAN 30 January 2024 - the agenda item and Wairoa Gaiety Theatre Final Report_2024_01_15 are attached here. Also attached are the implementation plan and summary report provided previously.</p>	<p>To discuss actions</p>
<p>Liquor license (licenced venue more attractive for events / profits for movie screenings)</p>	<p>The theatre needs to have a managers licence in order to get a new liquor licence. Current lead (Rosalynne Karangaroa) may be able to apply for a manager’s license but it would also be worthwhile having a backup in case of illness/leave. Once a manger license is in place the liquor license can be applied for and issued.</p>	<p>To discuss actions</p>
<p>Lighting for events (Gaiety Theatre to provide)</p>	<p>It may be more beneficial from a cost perspective for the Gaiety Theatre to identify preferred suppliers for lighting hire rather than investing in t he purchase and maintenance of stage lighting itself. This would enable an “ad on” package for hirers but prevent the capital cost being borne by the theatre.</p>	<p>To discuss actions</p>

