



I, Matthew Lawson, Tumu Whakarae | Chief Executive, hereby give notice that an Environmental and Economic Development Committee Meeting will be held on:

Date: Tuesday, 10 February 2026
Time: 1:00 pm
Location: Council Chamber, Wairoa District Council,
Coronation Square, Wairoa

AGENDA

Environmental and Economic Development Committee Meeting

10 February 2026

MEMBERSHIP: His Worship the Mayor Craig Little, Cr Jeremy Harker, Cr Roslyn Thomas, Cr Michelle Tahuri

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

Members need to stand aside from decision-making when a conflict arises between their role as a member of the Council and any private or other external interest they might have.

This note is provided as a reminder to members to review the matters of the agenda and assess and identify where they may have a pecuniary or other conflict of interest, or where there may be a perception of a conflict of interest.

If a member feels they do have a conflict of interest, they should publicly declare that at the start of the meeting, or at the relevant item of business, and refrain from participating in the discussion or voting on that item.

If a member thinks they may have a conflict of interest, they can seek advice from the Chief Executive or the Chief Operations Officer (preferably before the meeting). It is noted that while members can seek advice, the final decision as to whether a conflict exists rests with the member.

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

Nil.

8 GENERAL ITEMS

8.1 WAIROA GRANT FINDER PLATFORM

Author: Austin King, Kaiwhakahaere Hapori me te Whakapāpā | Community and Engagement Manager

Authoriser: Juanita Savage, Chief of Operations

Appendices: 1. **WAIROA GRANT FINDER PROPOSAL - WAIROA DISTRICT COUNCIL 2026** [↓](#)

1. PURPOSE

- 1.1 This report provides information for Committee about the **Wairoa Grant Finder** platform, recently launched by Council.
- 1.2 The platform is designed to help local businesses, community groups, community organisations and Council find and apply for funding opportunities.
- 1.3 No decisions are required by Committee at this stage.

RECOMMENDATION

The Kaiwhakahaere Hapori me te Whakapāpā | Community and Engagement Manager RECOMMENDS that Committee receive the report.

2. BACKGROUND

- 2.1 Council is regularly approached by local businesses, community groups, organisations and individuals seeking support to identify funding and grant opportunities. The opportunities are often spread across multiple agencies and websites, making them difficult to locate and track.
- 2.2 To help address this, Council has engaged GrantGuru to provide a Grant Finder platform that brings together relevant funding opportunities and avenues into one online, easy-to-use portal. The platform is branded for Wairoa District Council and is available to the public and Council staff.
- 2.3 The objective is to improve awareness of funding opportunities and increase the likelihood of successful grant applications into the Wairoa district.
- 2.4 The Wairoa Grant Finder platform was officially launched on Monday 9 February 2026 and is now live and accessible to the community via the Council website. An intensive communications campaign will be conducted over the next month and then followed by regular updates via Council's channels.
- 2.5 There are no previous Council resolutions specific to this platform. This report is provided to inform Committee following the platform's launch.
- 2.6 The Wairoa Grant Finder platform supports Council's vision and outcomes by:

- 2.6.1. Encouraging more external funding to be invested in the district
 - 2.6.2. Supporting local economic development and community-led initiatives
 - 2.6.3. Improving access to funding information for businesses and community groups
 - 2.6.4. Reducing the need for Council staff to manually respond to individual grant inquiries.
- 2.7 The launch of the Grant Finder platform aligns well with the Community Engagement team's series of funding workshops, delivered alongside the Department of Internal Affairs (DIA), across the Wairoa district in October 2025. These workshops focused on building local capability, improving understanding of funding opportunities, and supporting groups to create stronger funding applications.
- 2.8 The platform provides a practical next step by giving the community an ongoing tool to apply what was shared through those workshops.
- 2.9 Council and DIA will host and facilitate more funding workshops for community organisations, groups and communities this year.

3. WHAT IS THE WAIROA GRANT FINDER PLATFORM

- 3.1 The Wairoa Grant Finder is an online portal that allows users to:
- 3.1.1. Register for free.
 - 3.1.2. Search and browse available grant opportunities in New Zealand and across the globe.
 - 3.1.3. Receive email alerts when relevant grants open or change.
 - 3.1.4. Save favourite grants and track key dates.
 - 3.1.5. Access grants relevant to local government, businesses, community groups, and individuals.
- 3.2 The platform is updated daily and removes the need to search across multiple websites.
- 3.3 The portal is:
- 3.3.1. Free for the public to use.
 - 3.3.2. Available to Council staff and Elected Members.
 - 3.3.3. Branded and linked through the Wairoa District Council website.

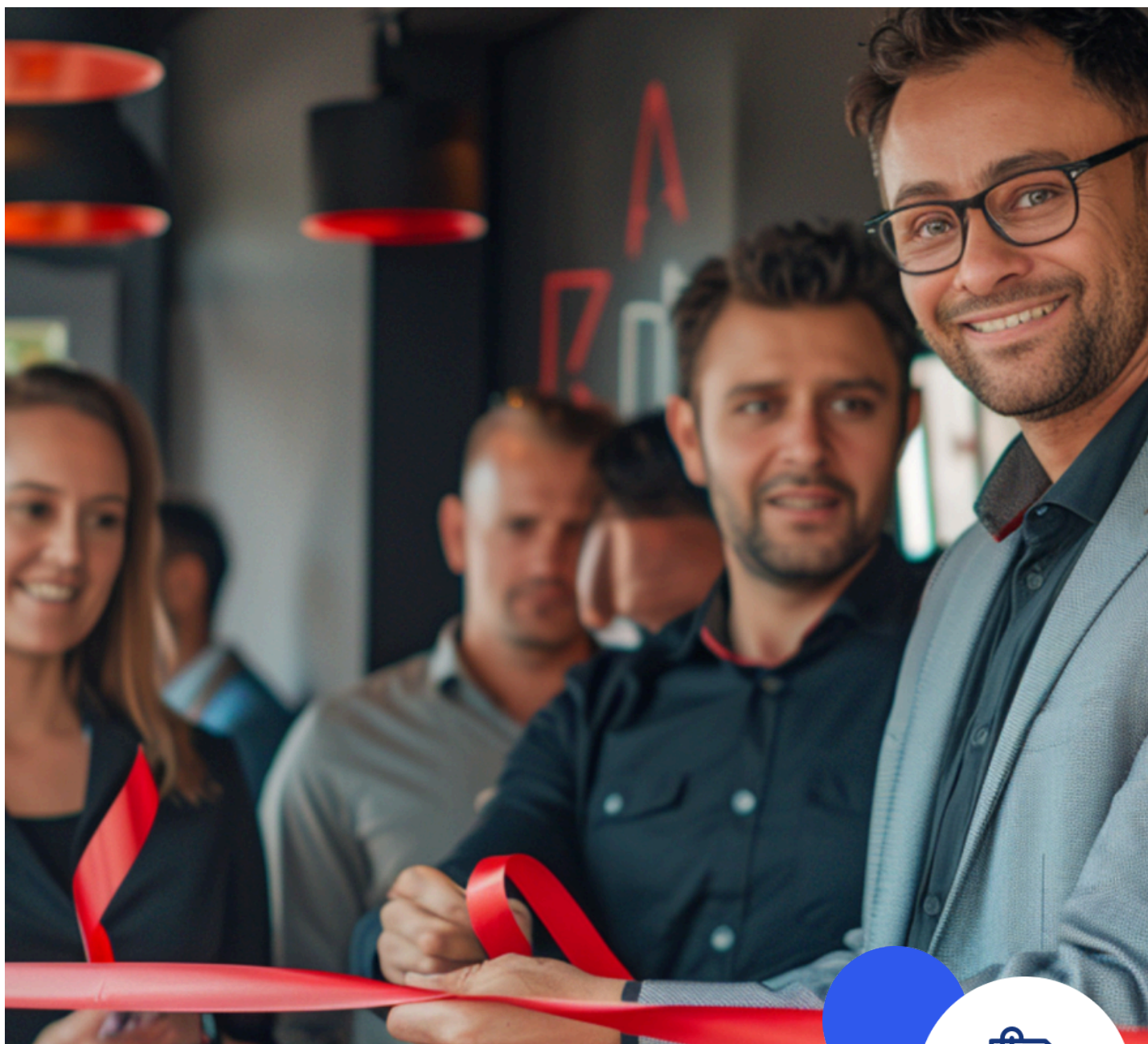
4. REPORTING AND INSIGHTS FOR COUNCIL

- 4.1 Based on the use of the platform, monthly performance reports can be generated for Council. These reports provide high-level information on:
- 4.1.1. What types of grants users are viewing and applying for.
 - 4.1.2. The sectors applying for funding (for example, community groups or businesses).
 - 4.1.3. The estimated value of funding being sought for projects in the Wairoa district, where users choose to register and use the platform.
- 4.2 This information helps Council better understand funding demand, areas of community interest, and the level of external investment being pursued locally.

Further Information

Further information about the Grant Finder platform is available at www.grantguru.com.

The Wairoa Grant Finder site is also now live at www.wairoadc.govt.nz.



GRANTGURU

Proposal

Grant Finder for Local Government



Wairoa District Council

Not yet submitted

Prepared by **Phil Gibson**

GrantGuru Pty Ltd

GrantGuru Offering

Thank you for considering our grants solution for **Wairoa DC**.

The objective of a Grant Finder for Wairoa DC is to enhance economic and community growth by improving the likelihood of attracting more funds into the region. This can be achieved through an increase in grant program awareness and understanding, applications and successful submissions from local businesses, community and council staff.

People want grants, but 90% do not know where to look.

Finding the right grants and understanding their requirements can be daunting. At GrantGuru, we simplify this process by providing useful, timely and relevant information about available grants.

We jump the first hurdle to funding - knowing where the grants are - so that grants can be found easily and quickly, without having to search thousands of websites.

-  **Business**
2,000+ grants, worth \$76.7B
-  **Community & Not for Profits**
3,100+ grants, worth \$69.4B
-  **Local Government**
320+ grants, worth \$58B

Adding real value to your community

With GrantGuru your council can help create more projects that enhance economic and community development.

- ✓ **Successful project outcomes**
Provide the right resources to support grant funding strategies that lead to project development success.
- ✓ **Engaged Community**
Interact directly with local businesses, non-profits and community groups to understand their projects and grant funding requirements.
- ✓ **Educated Community**
Provide expert education resources and enhance your community's grants management capabilities.



Join 300+ councils across Australia & New Zealand using GrantGuru



Inclusions Overview



More than just a grants database



Branded Grant Finder

We propose to provide a grant finder portal with free access for all to help raise grant awareness amongst your constituents and, in turn, promote economic growth. The site will be localised and linked to your web site and will not include grants from other states that are not relevant for constituents of your electorate.

Unlimited Users

Public

- Grant search
- Email alerts
- Favourites lists
- Grants calendar
- Manage grants
- Language translation
- Technical support
- Single Sign On

Optional (no extra cost)

- Your grants section
- Distaster funding lists

Optional (extra cost)

- 'How to' videos
- Letter of support

Staff

same features as public users



- Export grant lists
- Teams/staff collaboration (optional extra cost)
- Onboarding workshops
- SSO via API (optional extra cost)

Management

same features as staff users



- Admin portal
- Performance reports
- Promotions support

There are a lot of great funding opportunities out there, but the process of finding and applying for grants can be daunting and time-consuming and many people don't know where to start looking.

Buller's Funding Finder will take the guesswork out of searching for grants and help groups and businesses navigate the process.

Buller District Council

See Sections "Standard Inclusions" and "Optional Inclusions" for detail on each of these features.

[Watch an explainer video.](#)

Your Investment

Subscription service

Initial payment is due when an invoice has been provided to you. You will then be invoiced every 12 months, unless notice from either party is provided 30 days prior to renewal.

Description	Price	Qty	Subtotal
Local Government Grant Finder Standard inclusions for a Grant Finder.	\$1,000/year	1	\$1,000/year
<input checked="" type="checkbox"/> Optional: Teams Includes team leader dashboard with team oversight, and visual alert for overlapping applications within council.	\$0/year	1	\$0/year
<input checked="" type="checkbox"/> Optional: How to Video Pack 2 Videos on 'Grant Strategy' and 'Winning Grants'.	\$0/year	1	\$0/year
<input type="checkbox"/> Optional: Additional User Information Add custom questions to the default questions on registration.	\$400/year	1	\$400/year
<input type="checkbox"/> Optional: Letter of Support form Members of the public can request a letter of support.	\$300/year	1	\$300/year
<input type="checkbox"/> Optional: SSO via API Allows staff who login to your system to be authenticated through to your grant finder by API.	\$2,500/year	1	\$2,500/year
Total Per Year			\$1,000

Your portal will include grants for local government, businesses, community and individuals in your area. This data is not available for consultants/advisors and local government employees not from your organisation.

Lock in pricing by subscribing for more than 1 year.

For first time users, there is a one off establishment fee of \$2,250. If you sign up for a 3-year commitment we will waive the establishment fee.

Establishment Fees	Subtotal
<input checked="" type="checkbox"/> 3 year commitment Waives once off establishment fee, and fixes the price for 3 years.	\$0
<input type="checkbox"/> Single Year commitment Incurs once off establishment fee \$1,700.	\$1,700
Total Establishment Fee	\$0

Agreement

If you'd like to accept this proposal, including [these terms and conditions](#), please sign below. Instructing us to start your portal is also taken as acceptance.

 SIGNATURE
Austin King

Austin King,
Wairoa DC

If someone else needs to sign this proposal, let me know via email phil.gibson@grantguru.com.au or phone 03 9853 9853.

Next Steps



Super easy and quick onboarding

Once you accept this proposal, we'll be in touch and get you on-board! No development or IT department is required.

We look forward to working together with you to meet the needs of Wairoa DC and your community. Please contact us on +61 3 9853 9853 if you have any queries.



"Our Grant Finder has helped us immensely by saving staff time with requests from our local Businesses and Community Groups in need of funding other than from our Council grants program.

We can now provide a practical tool to help grow our economy and the social fabric within our community by supporting our NFPs. Plus we can find grants for our Council – this tool pays for itself time and time again."

Eurobodalla Shire Council

Standard Inclusions

GrantGuru is the most comprehensive grants database in Australia that includes grants and assistance from all levels of government and the private sector (philanthropic and trust and foundations), with each program summarised into a one-page template for easy reference. The information is reviewed and updated by real people on a daily basis.

Search & Browse

Conduct unlimited number of searches.

We have a variety of search options available including keyword, filters and browse. We have pioneered search functionality to quickly refine results. People can also browse by location, activity or sector. These options cater to novice through to advanced users.

Branded Email Alerts

Public and council staff can choose to receive email alerts for grants that align with their interests, as they are announced or updated. This saves time searching on a regular basis and is one of our most popular features. Email alerts are sent out with your branding.

Favourites List

Public users can easily create a shortlist of their 'favourite' grants by saving them for later reference. Council staff can create multiple 'favourite' lists for multiple projects saving time and effort. The optional 'Teams' feature enables the viewing of overlaps of interest in the same grant by different staff members. This avoids the problem of multiple staff applying for the same grant without co-ordination.

Grants Calendar

Keeps track of the opening, start by and closing dates of grants. Our innovative calendar lets you visually see the dates on a monthly timeline to quickly assess what is happening when. Using our experience, we also give you advice when you should start applications.

Manage Grants

Use our dashboard tools to manage grants, prioritise, plan and track progress. People can track which stage of application they are at. Priority and importance can be assigned too.

Export Reports

Council staff can export an unlimited number of professional reports directly from favourite lists at a click of a button. There are 4 different formats, so they can quickly report and share interesting grants with others.

Onboarding Workshops

We will provide an initial GrantGuru training session for staff, to get you up and running. If you're interested in purchasing additional workshops or training sessions, we can customise these to meet your specific requirements and can provide a quote accordingly.

Unlimited Users

Unlimited number of public and staff users.

Your Grants Section (optional)

Many councils have their own grant programs. We highlight these programs for you and make them easy to find for the community.

Distaster Funding Quick List (optional)

Optional emergency funding button on your home page. Can be turned on at any time.

Performance Reports

Monitor and measure community engagement through monthly performance reports, to keep track of your marketing efforts. Reports include portal usage analytics (pdf) and a list of your new users (csv). If you subscribe to the 'Teams' option, the monthly report will also give you insights into staff usage.

Admin Portal

Your designated staff administrator can customise your GrantGuru portal, such as updating logos, images and text. They can also add public and staff users.

Promotions Support

We provide support in the development of marketing communications launch material with a view to ensuring maximum awareness of this grants service within your community.

Language Translation

The service can be accessed in 27 different languages, enabling broad-based involvement within multicultural communities.

Technical Support

Staff and the public can contact us via the help centre or via email for assistance. Includes a Getting Started Video.

Single Sign On

Microsoft or Google SSO is built in.

Optional Inclusions



Teams/Staff Collaboration (extra cost)

This feature allows awareness across the team, to identify duplication. This avoids unnecessary competition and encourages collaboration across your organisation.

Team leaders can see all the grants lists for different staff members, to allow easy management. They can also print reports of council's overall interest in grants.

Team leaders can also access the team dashboard that shows organisation wide data on grants that staff are: 'watching', 'applying for', have 'won' or 'lost'.

You can have multiple teams.



'How to videos' (extra cost)

A page on your grant finder with a set of three 'How to' videos to show your community how to:

1. 'Get started' - how to use your grant finder (part of the standard inclusion in the help portal).
2. 'Get Strategic' - plan grant seeking efforts.
3. 'Winning grants' - grant writing best practice.



Letter of Support (extra cost)

Your community might approach you with a request for a letter in support of their grant application. We make this easy with a standard template form that captures the key information you need in order to decide if you'll provide a letter. The form is featured as an extra page on your portal, offering your community a convenient way to engage with you in a structured manner. Completed forms are forwarded to an email address of your choice.



SSO via API (extra cost)

You can create a button on your internal staff portals to automatically authenticate, create and log your staff into your grant finder. Works via API. This requires some installation by your IT team.



About GrantGuru

A long history of working together to change communities

GrantGuru started in 2008 and was officially launched in 2014 by the Federal Small Business Minister. GrantGuru has been a leader in the 'grant space', providing grant services including advice for Government on grant program development and development of best practice grant making policy. Our grant services and the GrantGuru software have helped over 300 councils, as well as advisors, banks, businesses, not for profits, universities and chambers of commerce.

In 2024, we became the world's largest aggregator of funding information, having expanded into New Zealand and the USA.

Who are we?

GrantGuru is a team of grant specialists, with a long history of award winning IT development. We know how grants work, where to find them and how to successfully apply for them. Our team has experience assessing grant applications, advising policy makers and also submitting grant applications. Previously, we have secured over \$900 million in grants. Now, we focus on sharing our knowledge and creating systems so that others can be effective.

GrantGuru is built by an Australian business to support people globally to get funding.

What do we do?

We think the biggest problem in winning grants is finding the right ones and understanding how they work. Our aim is to bring you the most useful information about grants, so you know what is available, whether you should apply and what to do. Of course, there are other challenges, such as grant writing, which is why we have developed GrantGuru Learn.

How we do it?

We use real people to collect real data and information. We believe grant programs need intelligent consideration and assessment. We use researchers that examine grant data, talk to administrators and translate that information into a consistent format, with consistent language in a way that is meaningful. We have 1000's of sources and contacts and we draw information from hundreds of government departments. The result is high fidelity data - accurate, reliable and complete.

What about security?



Secure platform that won't compromise your site

We value security so we don't use iframes, as they compromise your site's security. iframes make it easier for hackers to get your data! Many software providers use iframes without you being aware - this a major security risk. Our architecture reduces the chance of data being stolen by hackers.



GRANTGURU

T. +61 3 9853 9853
W. grantguru.com
ABN. 29 391 943 079

8.2 HAWKE'S BAY REGIONAL VISITOR STRATEGY REFRESH

Author: Austin King, Kaiwhakahaere Hapori me te Whakapāpā | Community and Engagement Manager

Authoriser: Juanita Savage, Chief of Operations

Appendices:

1. **DESTINATION MANAGEMENT GUIDELINES 2020** [↓](#)
2. **KIRI GOULTER WORKSHOP PROPOSAL TO WDC FOR DESTINATION MANAGEMENT PLANNING** [↓](#)

1. PURPOSE

- 1.1 This report provides information for Committee about an invitation for Wairoa District Council to participate in the refresh of the Hawke's Bay Regional Visitor Strategy on Friday 13 February 2026, between 1pm and 3pm at the Wairoa isite.
- 1.2 The report also outlines how this regional work aligns with Council's recent steps to progress a Destination Management Plan for the Wairoa district.

RECOMMENDATION

The Kaiwhakahaere Hapori me te Whakapāpā | Community and Engagement Manager RECOMMENDS that Committee receive the report.

2. BACKGROUND

- 2.1 Hawke's Bay Tourism and the Hawke's Bay Tourism Industry Association have advised that an independent review of the regional visitor economy was completed in December 2025 (see web link to the review below).
- 2.2 A key recommendation from that review was to refresh the Hawke's Bay Regional Visitor Strategy in collaboration with councils, iwi entities, tourism operators, and communities across the Hawke's Bay region.
- 2.3 The refresh is intended to establish a shared regional direction for tourism over the next 10 years, including what tourism should deliver for communities and how agencies work together to achieve this.

3. WHY THIS MATTERS FOR WAIROA

- 3.1 The regional visitor strategy refresh aligns with the Long-Term Plan cycle and provides an opportunity for Wairoa District Council to ensure local tourism priorities and community outcomes are reflected in regional planning.
- 3.2 Council participation supports:
 - 3.2.1. Clear representation of Wairoa's tourism aspirations.
 - 3.2.2. Better alignment between regional promotion and local priorities.
 - 3.2.3. Tourism development that supports community wellbeing and economic resilience.

4. DESTINATION MANAGEMENT PLANNING FOR WAIROA

- 4.1 In September 2025, Wairoa District Council engaged Kiri Goulter, an internationally recognised destination management specialist, to support the development of a Destination Management Plan for the Wairoa district.
- 4.2 A Destination Management Plan provides an overarching, place-based framework for tourism. It focuses on how tourism can support communities, protect the environment, and contribute positively to the local economy.
- 4.3 Kiri Goulter delivered a two-day workshop programme with Council staff from across the organisation – including community engagement, the property team, planning, communications, Wairoa isite and funding – to build internal capability in destination management and destination stewardship, and to develop a practical roadmap for future action.
- 4.4 The basis of these workshops took into consideration Wairoa’s unique context, its strong Māori identity, rural character, and key natural and cultural assets.

5. ALIGNMENT BETWEEN LOCAL AND REGIONAL WORK

- 5.1 Participation in the Hawke’s Bay Regional Visitor Strategy refresh complements the Destination Management Plan work underway for Wairoa.
- 5.2 Together, these processes help ensure that:
 - 5.2.1. Wairoa’s local priorities inform regional strategy.
 - 5.2.2. Regional ambitions align with Wairoa’s community-led approach.
 - 5.2.3. Local values and aspirations are reflected in regional decision-making.

6. REGIONAL MARKETING AND COMMUNICATIONS COLLABORATION

- 6.1 As part of the broader regional visitor work, councils and Hawke’s Bay Tourism are hoping to create a shared platform marketing and communications platform.
- 6.2 The aim of this platform is to create a space for shared insights on regional marketing and communications activity aimed at visitors, in partnership with Hawke’s Bay Tourism.
- 6.3 Members of this group includes:
 - 6.3.1. Hawke’s Bay Tourism.
 - 6.3.2. Napier City Council.
 - 6.3.3. Hastings District Council.
 - 6.3.4. Central Hawke’s Bay District Council.
 - 6.3.5. Wairoa District Council.
- 6.4 The platform will support shared understanding of:
 - 6.4.1. Upcoming marketing, advertising, and promotional activity.
 - 6.4.2. Events likely to attract visitors from outside the region.
 - 6.4.3. Digital and social media reach, results, and trends.
 - 6.4.4. Visitor data, trends, and insights.

6.5 This collaboration could support better coordination across the region and help ensure Wairoa's stories and priorities are visible in regional marketing activity.

7. REGIONAL MARKETING AND COMMUNICATIONS COLLABORATION

7.1 Hawke's Bay Tourism has requested a meeting with Wairoa District Council elected members and relevant officers to discuss tourism ambitions, priorities, and outcomes for the district.

7.2 This meeting represents the first stage of a two-stage consultation process. A draft regional ambition and priorities will later be presented to all councils for alignment.

8. PROPOSED TIMING

8.1 The strategy refresh is being led by Dr David Ermen of Destination Capacity Ltd.

8.2 A meeting has been proposed for Friday 13 February 2026, between 1pm and 3pm, with an expected duration of 60 to 90 minutes.

9. PROPOSED TIMING

9.1 Council officers will confirm availability and advise Hawke's Bay Tourism on appropriate participants.

9.2 Outcomes from the meeting will be reported back to Council and considered alongside the ongoing Destination Management Plan work.

Further Information

[Review+of+the+value+of+the+visitor+economy+-+Final+report+05122025.pdf](#)

DESTINATION MANAGEMENT GUIDELINES

| 2020 |



MINISTRY OF BUSINESS,
INNOVATION & EMPLOYMENT
HĀKINA WHAKATUTUKI

New Zealand Government



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