



Weekly Report to the Minister for Regional Economic Development

For the period 23 April to 27 April 2018

Date:	27 April 2018	Priority:	Medium
Security classification:	In confidence	Tracking number:	3054 17-18

Action sought		
	Action sought	Deadline
Hon Shane Jones Minister for Regional Economic Development	Discuss at the next officials meeting	N/A
Fletcher Tabuteau Parliamentary Under-Secretary to the Minister for Regional Economic Development	Discuss at the next officials meeting	N/A

Contact for telephone discussion (if required)		
Name	Position	Telephone
Nigel Bickle	Head of Provincial Development Unit	Privacy of natural persons
John Doorbar	Director, Provincial Development Unit	
Stephanie Weller	Implementation Manager, Provincial Development Unit	

Nigel Bickle
Head of Provincial Development Unit
Ministry of Business, Innovation and Employment

1. REGIONAL ECONOMIC DEVELOPMENT PORTFOLIO OFFICIALS MEETING

1.1 Outstanding items from previous officials meetings

Item	Action	Who	By when	Status update
Confidential information entrusted to the Government		Treasury	27 April 2018	Briefing being prepared
Existing Funds and the PGF	How other government funds work with the PGF	Iain Cossar	30 April 2018	Briefing being prepared

2. PROVINCIAL GROWTH FUND UPDATES

2.1 Provincial Growth Fund weekly update

Eliot Linforth-Hall

Privacy of natural persons

On 16 April 2018, the Provincial Development Unit (PDU) implemented PipeDrive, a cloud-based client relationship and pipeline management system. This tool will support the PDU to generate greater efficiencies, as well as providing the ability to easily track, monitor and report on Expressions of Interest (Eols) and applications. The PDU is in the process of transferring Eols and applications to PipeDrive. As at 26 April 2018, there are 55 Eols and applications in the PipeDrive system. Queries received regarding the PGF are not managed in the PipeDrive system.

2.2 Wairoa

Mark Feary

Privacy of natural persons

On Friday 20 April John Sproat, an Independent Advisory Panel member joined PDU officials to meet with Craig Little, the Mayor of Wairoa and Steven May, Chief Executive of Wairoa Council. The Mayor outlined the PGF priorities for the region, and gave his view of the challenges and opportunities for regional economic development. John Sproat emphasised the need to maintain regional cohesion and to share PGF applications with the Hawke's Bay Matariki Steering Group.

The PDU will increase its support for the region in order to progress applications for funding from the PGF. Officials will provide an update to the Minister at the Regional Economic Development officials meeting on 2 May 2018.

2.3 Process and timeframes for assessing applications

David van der Zouwe

Privacy of natural persons

The PDU is aware of some concerns in the regions about the timeframes for assessments and decisions on applications for funding. Following due process for assessing applications is important to ensure consistency in decision-making, fairness to all applicants as well as integrity of the decision-making process. It is also important that the PDU's processes are robust to withstand scrutiny.

The PDU is committed to making decisions in a timely manner and changes have recently been

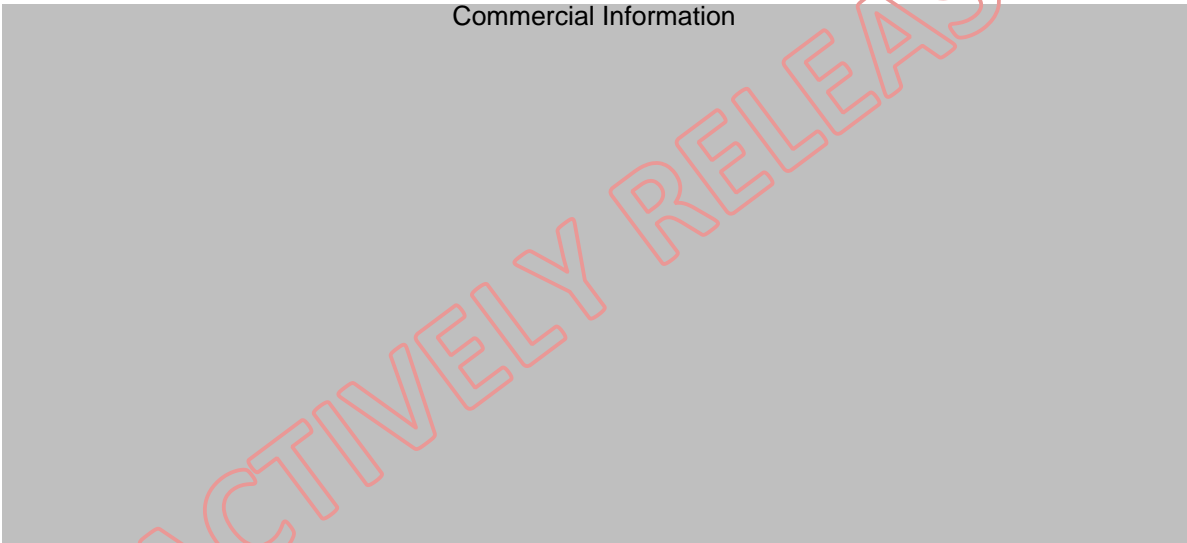
made to increase timeliness for responding to queries and assessing applications. The changes include:

- The introduction of PipeDrive – a cloud-based client relationship and pipeline management system to accelerate the triage process of EoIs and applications
- Developed and implemented new EoI, application and evaluation documents
- Increased capacity within the PDU to process applications.

The service standard target is for an initial review and triage of applications to be completed within 5 to 10 working days. As officials develop an understanding about the different types of applications, work to develop timeframes specific to the Investment Tier and the value of the investment will be undertaken. Where proposals are complex or seeking a significant amount of funding, timeframes may be longer.

2.4

Commercial Information



3. PROVINCIAL DEVELOPMENT UNIT UPDATES

3.1 Appointment to the Provincial Development Unit Leadership Team

Nigel Bickle

Privacy of natural persons

On 24 April 2018, AJ Millward was appointed the General Manager – Strategy and Governance. AJ was the General Manager responsible for establishing the Pike River Recovery Agency at MBIE. AJ will join the PDU on Monday 30 April. The Strategy and Governance Branch will have five key functions: strategy and evaluation, planning and reporting, governance and ministerial support, risk and assurance and communications and engagement. As noted last week, officials are working with other agencies, including Treasury, on the detail of resource requirements across government agencies to support the PGF. A briefing will be provided to you in May.

4. REGIONAL ECONOMIC DEVELOPMENT INFORMATION

4.1 Forest Economic Advisory (FEA) Report

Robyn Henderson

Privacy of natural persons

MBIE has commissioned Forest Economic Advisors (FEA) to provide an international commercial perspective on factors influencing the competitive position of New Zealand's wood processing industry (the project). This will assist the government's understanding of the industry in the context of its regional development and economic development objectives.

New Zealand Trade and Enterprise's Investment team and the Ministry for Primary Industries (MPI) were consulted on the commissioning of the FEA project. The project will inform other areas of work that MPI currently has underway on the wood processing sector, for example; work to identify options for improving the security of log supply for domestic wood processing, analysis of options for increasing the use of wood, and a report to the Cabinet Economic Development Committee on current issues in the forestry sector [CAB-18-MIN-0084 refers]. FEA will contact a number of industry participants to discuss their perspective.

4.2 Southern Waikato Economic Action Plan

Neasa Carroll

Privacy of natural persons

A consortium of Confidential information entrusted and Confidential information entrusted to the has now been contracted by Waikato Regional Council to undertake the Southern Waikato Economic Action Plan. The project kick-off meeting will take place in Te Kuiti on 7 May 2018. A background report, similar to the regional growth studies carried out in other regions is due by the end of August 2018, with a final Action Plan due in February 2019. We will keep you informed as the work progresses.

5. UPCOMING PAPERS FROM PROVINCIAL DEVELOPMENT UNIT

5.1 Upcoming papers from the Ministry to the Minister for Regional Economic Development and Under-Secretary

Tracker Number	Title	Minister/USEC	Sign out Manager	Date expected
3032 17-18	RED delegated Ministers meeting on 2 May 9.30am	Minister Jones	Nigel Bickle	27 Apr 18
3051 17-18	Further Advice on Economic Development Agencies	Minister Jones	John Doorbar	27 Apr 18
3106 17-18	Secondary meeting with Minister Mahuta re HKKAR on Monday 30 April	Minister Jones	Hinemaua Rikirangi	27 Apr 18
TBC	How tourism funding interacts with the Provincial Growth Fund (PGF)	Minister Jones	Richard Davies	30 Apr 18
TBC	Information for meeting scheduled May 3 between Taranaki leaders and Minister Jones	Minister Jones	Stephanie Weller	30 Apr 18
2969 17-18	Radiata Pine Breeding Consortium	Minister Jones	Max Kennedy	1 May 18
2473 17-18	Māori Innovation Fund: briefing on governance arrangements and priorities for 2018/19	Minister Jones	Hinemaua Rikirangi	3 May 18
3124 17-18	Event briefing for meeting with Ministers Little and O'Connor and Michael Franks, CEO Seeka	Minister Jones	Stephanie Weller	7 May 18
TBC	Central and Local Government Forum	Minister Jones	Stephanie Weller	8 May 18
TBC	PGF advice – how do existing funds work with the PGF	Minister Jones	John Doorbar	14 May 18
TBC	Briefing request for Tax Status on Economic Development Agencies	USEC	John Doorbar	15 May 18
TBC	Information for visit to Nelson/Christchurch/Invercargill/ Kaikoura/Hurunui: 28 May – 1 June	USEC	Stephanie Weller	18 May 18
TBC	Information for visit to Wairoa/Bay of Plenty – Minginui and Taupo: 5-9 June	USEC	Stephanie Weller	28 May 18
2823 17-18	Ongoing resourcing for the PDU and other agencies to administer the PGF	Minister Jones	Nigel Bickle	30 May 18
2824 17-18	Draft Investment Statement	Minister Jones	Nigel Bickle	30 May 18
2821 17-18	Regional baseline measures and outcomes (CAB 18 MIN 0045)	Minister Jones	Nigel Bickle	1 Jun 18
TBC	Information for visit to Masterton/Palmerston North: 22-23 June	USEC	Stephanie Weller	8 Jun 18
TBC	Information for visit to Northland 29 June	USEC	Stephanie Weller	21 Jun 18
2822 17-18	Evaluation plan for the PGF	Minister Jones	Nigel Bickle	30 Jun 18
TBC	Options for managing any equity shares the government takes in projects through the Fund (CAB 18 MIN 0045)	Minister Jones	Nigel Bickle	30 Jun 18

6. UPCOMING EVENTS AND MEETINGS

Date	Details	Minister	Briefing
30 Apr 18	Hon Phil Twyford and KiwiBuild Unit officials re NZ Super Fund and potential investment in affordable housing	Minister Jones	N/A
30 Apr 18	Secondary meeting with Minister Mahuta re HKKAR	Minister Jones	Briefing due 27 Apr 18
2 May 18	Regional Economic Development Minister's meeting	Minister Jones	Briefing due 27 Apr 18
3 May 18	Visiting New Plymouth	Minister Jones	Briefing due 2 May 18
4 May 18	Visiting Auckland (ATEED and Maori Business Leaders Awards)	USEC	Briefing has been provided
9 May 18	Meeting with Ministers Little and O'Connor and Michael Franks, CEO Seeka	Minister Jones	Briefing due 7 May 18
10 May 18	Attend 2018 Central and Local Government Forum	Minister Jones	Briefing due 8 May 18
23 May 18	Meeting with Alistair Nicholson, CEO, Valic NZ Ltd	Minister Jones	N/A
28 May – 1 Jun 18	Visiting Nelson/Kaikoura/Huranui/Christchurch/Invercargill	USEC	Briefing due 18 May 18
5-9 Jun 18	Visiting Wairoa/Minginui/Taupo/Mt Maunganui	USEC	Briefing due 28 May 18
22 Jun 18	Launch of Pakihi	Minister Jones/USEC	Briefing to be provided
22 Jun 18	Visiting Masterton/Palmerston North	USEC	Briefing due 8 Jun 18
29 Jun 18	Visiting Northland	USEC	Briefing to be provided
June 18	Hawkes Bay Matariki Event	Minister Jones/USEC	Briefing to be provided
23 & 24 Aug 18	Waikato Economic Summit	Minister Jones/USEC	Briefing to be provided

7. MEDIA AND COMMUNICATIONS SCHEDULE – RED and ED

Date	Details	Communications material
May TBC	Commercial Information	Minister Jones' and Woods' office will be provided with a draft joint media release
May TBC	Hundertwasser investment announcement	Minister Jones' office has been provided with a draft media release
May TBC	Ruapehu Alpine Lifts investment	Minister Jones' office will be provided with a draft media release
May TBC	Provincial Growth Fund investment strategy released	Minister Jones' office will be provided with communications material
May TBC	Bay of Plenty event and announcement on Visitor Economic Strategies – Minister Jones	Minister Jones' office will be supplied with press release and supporting communications material

8. MINISTERIAL SERVICING

8.1 Ministerial correspondence

Requestor	Tracker	Topic	Date due to Minister's Office	Date due for reply
Privacy of natural persons	SJ770	Wairarapa and the Provincial Growth Fund	2 May 2018	9 May 2018

8.2 Written Parliamentary questions

Member	Tracker	Question	Date due to Minister's Office	Date due for reply
Hon Paul Goldsmith	7062 (2018)	How many full-time equivalent staff, and how many individual staff total, have worked on the internal review into the Renew Energy waste-to-energy scheme?	1 May 18	2 May 18
Hon Paul Goldsmith	7064 (2018)	What is the estimated cost to date, and what is the estimated total cost of the internal review into the Renew Energy waste-to-energy scheme?	1 May 18	2 May 18
Hon Paul Goldsmith	7066 (2018)	How many full-time equivalent staff, and how many individual staff total, have worked on the Provincial Growth Fund Panel?	1 May 18	2 May 18
Hon Paul Goldsmith	7069 (2018)	What is the estimated cost to date, and what is the estimated total cost of the Provincial Growth Fund Panel?	1 May 18	2 May 18
Hon Paul Goldsmith	7071 (2018)	How many full-time equivalent staff, and how many individual staff total, have worked on the Upper North Island Supply Chain Strategy?	1 May 18	2 May 18
Hon Paul Goldsmith	7074 (2018)	What is the estimated cost to date, and what is the estimated total cost of the Upper North Island Supply Chain Strategy?	1 May 18	2 May 18

8.3 Departmental Official Information Act Requests

Tracking number	Requestor	Summary of request	Date due to Minister's Office	Date due to requestor
1718-1092	Privacy of natural persons	Any briefing, documentation or communications about the \$4.6 million for the Manea Footprints of Kupe Cultural Heritage and Education Centre	24 Apr 18	2 May 18
1718-1452		A copy of the funding agreement for 36 listed Provincial Growth Fund investments	3 May 18	10 May 18
1718-1391		Information regarding Gerard Gallagher, an individual linked to a Provincial Growth Fund application	8 May 18	15 May 18

Tracking number	Requestor	Summary of request	Date due to Minister's Office	Date due to requestor
1718-1380	Privacy of natural persons	All documentation prepared for Ministers, the Cabinet, or the Independent Advisory Panel in relation to all approved projects under the Provincial Growth Fund.	15 May 18	22 May 18
1718-1071		All internal MBIE emails in relation to the approval of the 'waste-to-energy plant' in the Buller District and the 'Manea Footprints of Kupe Cultural Heritage and Education Centre' in Hokianga projects since the Provincial Growth Fund was announced by the Government	16 May 18	23 May 18
1718-1349		All information regarding the Renew Energy waste management project in Buller	17 May 18	24 May 18
		Any advice given to the govt or any minister assessing the risk and or benefits of the Provincial Growth Fund including but not limited to memos, letters, reports or briefing papers		

8.4 Ministerial Official Information Act Requests

Tracking number	Requestor	Summary of request	Date due to Minister's Office	Date due to requestor
SJOIA39	Privacy of natural persons	Regional Growth Initiatives MYA - Manea Footprints of Kupe Cultural Heritage and Education Centre, Regional Growth Initiative: Totara Industry Pilot Proposal. as referenced in his response to written question 1352 (2018)	27 Apr 18	4 May 18
SJOIA40		Recommendations for funding from the Regional Growth Initiatives, Final February PGF Cabinet Paper as referenced in response to written question 1349	27 Apr 18	4 May 18
SJOIA41		Generic Investment Tools and Institutional Arrangements for Investing in Regional Economic Development, Developing an Employment Strategy as referenced in response to written question 1350	27 Apr 18	4 May 18
SJOIA42		Update on the Provincial Growth Fund, NZTE Fortnightly Report - 26 January 2018, Briefing on Icehouse and Accelerators as referenced in response to written question 1348	27 Apr 18	4 May 18
SJOIA43		DRAFT Cabinet paper for consideration: Developing a vision for Pacific Peoples in New Zealand, Information on the New Zealand manufacturing sector and the Manufacturing Sector Report 2018, Briefing - Quarterly Canterbury Rebuild Update - September 2018, The Regional Business Partner Programme, Regional Economic Development Weekly Report week ending 16 February 2018 as referenced in response to written question 1347	27 Apr 18	4 May 18
SJOIA58		Minutes recorded and any notes taken during the Ministers meetings with MBIE head of Regional Economic Development on March 13, Meeting with PGF Independent Advisory Panel 13 March and Meeting with Ngai Tahu Representatives as referenced in response to written question 5104	3 May 18	10 May 18

Tracking number	Requestor	Summary of request	Date due to Minister's Office	Date due to requestor
SJOIA59	Privacy of natural persons	Minutes recorded and any notes taken during the Ministers meetings with Ministers Robertson and Parker and Advisors on March 20, Meeting with Minister Robertson, Parker and Twyford on 21 March, and Meeting with MBIE Weekly officials meeting 22 March with Minister Robertson, Treasury and MBIE officials - as referenced in his answer to written question 5103	3 May 18	10 May 18
SJOIA60		Minutes recorded and any notes taken during the Ministers meetings with Minister Faafoi, Rino Tirikatene MP, Kaikoura Mayor Winston Gray, KDC Chief Executive Angela Oosthuizen and Hurunui Mayor Winton Dalley on 6 March - as referenced in his answer to written question 5103	3 May 18	10 May 18
SJOIA61		BNZ/NAB Board and Client Dinner - 6 March 2018, Meeting with Mayor and CE of Kaikoura District Council, 6 March, Taranaki Economic Actions Plan – Proposals for consideration, New Zealand Initiative Retreat 8 March, Event Briefing - LGNZ meeting 8 and 9 March, Regional Economic Development Weekly Report week Ending 9 March 2018, as referenced his response to written question 5108 (2018)	3 May 18	10 May 018
SJOIA62		Regional Economic Development Weekly Report week Ending 16 March 2018, Agenda RED Officials Meeting 21 March 2018, External Permanent and Long-Term Migration - February 2018, Treasury Report: Treasury Publications, RED Estimates Briefing, Regional Economic Development Weekly Report week Ending 23 March 2018, as reference in written question 5106 (2018)	3 May 18	10 May 18
SJOIA63		Briefing to support the Minister in Economic Development Workstream Meeting, Briefing to support the Minister in Infrastructure Workstream Meeting, NZTE Provincial Growth Fund Meeting, Agenda - Weekly MBIE Officials Meeting, National Survey of Employers 2016/17, Event Briefing: Employers and Manufacturing Association, Leasehold Products to Assist Households in Home Ownership, as referenced in his response to written question 5109 (2018)	3 May 18	10 May 18
SJ-OIA51		A copy of every Weekly Report received by you as Minister of Forestry/Infrastructure/Regional Economic Development/Associate Finance/Associate Transport since 1 February 2018	4 May 18	11 May 18