

Subject	Minutes of the SRO meeting held at MBIE offices in Stout Street on Thursday 27 June 2019, 10:30am-1:00pm
Senior Regional Officials Present	Ben Dalton (Chairperson), Al Morrison, Karen Adair (from 10:55am), Apryll Parata, Karl Cummins, Kay Read
In attendance:	David van der Zouwe, Glynis Mussen, Monica Butler, Mark Jacobs
PDU Investment Proposal Attendees:	Nicholas Hough, Hilary Pearse, Amy McElroy, Matt Chisnall, Joan Ng, Dipankar Ganguly, Paul Swallow, Eliot Linforth-Hall
Apologies	Di Grennell, Bryan Wilson, Kathy Mansell, Marama Edwards and Robert Pigou

1. MEETING ADMINISTRATION

Reference #	SRO 27/06/2019/01	
Discussion:	1.1 Introduction	
	SROs had a broad discussion about IET. Ben advised a briefing will be provided at the next SRO meeting in July. Whenua Maori update to be provided at the next SRO meeting in July. David van der Zouwe provided a verbal update on the RED Minister meeting.	
	1.2 Apologies	
	Di Grennell, Bryan Wilson, Kathy Mansell, Marama Edwards and Robert Pigou submitted their apologies.	
	1.3 Conflicts of interest	
No standing conflicts of interests were registered; conflicts with specific proposals are captured within the body of the minutes.		
Discussion:	1.4 Ratification of minutes from 30 May 2019 SRO meeting	
	The SROs approved the minutes from the 30 May 2019 meeting.	
	1.5 SRO Action Register	
	The SROs discussed the actions from previous meetings, noting the following updates:	
	Item No	Meeting Date and Action
1	28/3/2019 Criteria and guidelines for potential applications to be made available on the website	David van der Zouwe to follow up. Open
2	2/5/2019 PDU to explore system changes to allow proposals loaded directly into the Pipedrive to be referred to the relevant SRO in that region.	David van der Zouwe to follow up. Open
3	30/5/2019	

	SROs requested clarification from PDU regarding whether there is the provision of a discretionary fund for SROs to access to enable applicants to be provided with professional assistance in the preparation of their proposals.	Chair advised resourcing paper did not go through. Closed
4	30/5/2019 Provide SROs a position paper outlining the Regional Digital Hub initiatives and processes.	Material has been provided. Further material to be provided on the decision making process. Open

2. INVESTMENT PROPOSALS

2.1 Regional Sector Investment Overviews (David van der Zouwe)

Reference # SRO 27/06/2019/02

- Papers tabled as read.

He Poutama Rangatahi and Te Ara Mahi proposals under \$1million for SRO decision

2.2 Pou Tangata - Te Whakairo nei huarahi ki te mahi (TAM), Manawatū / Whanganui (Nick Hough)

Reference # SRO 27/06/2019/03

- Discussion
- SROs approved funding of \$50,000 from the Te Ara Mahi portion of the PGF to engage Uenuku youth in an educational experience project that produces traditional carving and waharoa to establish a cultural presence, sense of achievement, mana and inspiration for future economic prosperity.
 - The application aligns with the Te Ara Mahi funding criteria by supporting the aspirations of Māori through supporting Rangatahi Māori into employment opportunities.
 - SROs noted due diligence has now been completed by PDU with no issues.

2.3 Intensive Induction Training for new staff (TAM), Manawatū / Whanganui (Nick Hough)

Reference # SRO 27/06/2019/04

- Discussion
- SROs approved a grant \$39,000 from the Te Ara Mahi portion of the PGF towards the GPSOS Intensive Induction Training for New Staff programme.
 - PDU clarified the funding is for on the job training for Comm new staff to enable the pilot to be completed and prove the technology.
 - **Commercial Information** PDU clarified this device has some unique features. The device has the ability to monitor heart, blood pressure, diabetes and has geo-fencing with alerts if wearers with dementia or Alzheimer's were to wander. The device can also track users which will be particularly valuable for lone DHB workers.

2.4 Life Talk (HPR), Northland (Hilary Pearse)	
Reference #	SRO 27/06/2019/05
Discussion	<ul style="list-style-type: none"> • SROs approved PGF He Poutama Rangatahi grant funding of \$396,000 to the Life Talk programme. • SROs noted the: <ul style="list-style-type: none"> ○ applicant has successfully delivered training programmes for other government agencies; ○ programme uniquely combines digital skills training with the life skills and work skills needed to support rangatahi into future employment or further training in this field; and ○ applicant will contribute the capital costs of the programme. • The programme is for Commercial Information and builds digital skills within the context of broader life skills and work skills, including driver licensing. The target group is 16-24 year old rangatahi who are not in employment, education or training (NEET).
2.5	Commercial Information - Declined Application
Refe	
Disc	
Te Ara Mahi proposals over \$1million for SRO consideration and recommendation to RED Ministers	
2.6 The South Island Regional Driver HUB, (TAM), West Coast and Canterbury (Amy McElroy)	
Reference#	SRO 27/06/2019/07
Discussion	<ul style="list-style-type: none"> • SROs recommended the approval a grant of \$2,172,188 from the Te Ara Mahi portion of the PGF towards the South Island Regional Driver HUB project. • SROs noted: <ul style="list-style-type: none"> ○ this project initiative does not solely focus on Driver Licence attainment, it also seeks to achieve sustainable employment outcomes for participants through a mentorship model, equating to Commer placements into employment a year; ○ the applicant has a proven reputation with successful delivery of this initiative in Christchurch over the past 5 years; and ○ the project has been endorsed by the NZTA.

SRO Investment Proposals	
2.7 Executive Summary of Investment Proposals¹ Projects	
Reference#	SRO 27/06/2019/08
Discussion	<ul style="list-style-type: none"> Papers noted as read.
2.8 New Plymouth Airport Runway Extension Feasibility Study, Taranaki (Matt Chisnall)	
Reference#	SRO 27/06/2019/09
Discussion	<ul style="list-style-type: none"> SROs approved \$56,762 from the PGF towards the New Plymouth Airport Runway Extension Feasibility Study subject to the application being consistent with the direction in the Airport Positioning paper as approved by Ministers in May 2019 as detailed in the PDU coversheet.
2.9 Kapiti Provincial Growth Fund Programme Manager, Kāpiti / Wairarapa (Matt Chisnall)	
Reference #	SRO 27/06/2019/10
Discussion	<ul style="list-style-type: none"> SROs approved a \$140,000 grant from the PGF towards the Kāpiti PGF Programme Manager. This application was considered as part of the support allocation of \$<small>Commercial Inform</small> per annum for EDAs which was signed off by the USEC on 18 December 2018.
2.10 Te Tomokanga (The Archway), Bay of Plenty (Matt Chisnall)	
Reference #	SRO 27/06/2019/11
Discussion	<ul style="list-style-type: none"> SROs approved a \$980,000 grant from the PGF towards the Te Tomokanga (The Archway) on the basis that the applicant: <ul style="list-style-type: none"> has been able to demonstrate a reduction of the overall project delivery cost by <small>0%</small> (and the PGF's contribution by approximately <small>comm%</small>); and Commercial Information - Declined Application It should also be noted the project has a high level of regional and iwi support and will assist with the development of growing industry tourism in the Bay of Plenty, particularly at the port gateway.
Commercial Information - Declined Application	

¹ Note Does not include Te Ara Mahi Proposals

Commercial Information - Declined Application

Commercial Information - Declined Application

PROACTIVELY RELEASED

2.15 Otago Regional Economic Development (ORED) Portfolio Advisors, Otago (Dipankar Ganguly/Paul Swallow)

Reference #	SRO 27/06/2019/16
Discussion	<ul style="list-style-type: none"> • SROs approved a grant of \$400,000 (\$200,000 per year for 2 years) from the PGF towards the Otago Regional Economic Development Portfolio Advisors. • These roles will support the portfolio management of regionally relevant economic development activities across the Otago region. • Funding is subject to the applicant providing details of the employment contracts of the roles.

- This application was considered as part of the support allocation of \$200,000 per annum for EDAs which was signed off by the USEC on 18 December 2018.

Commercial Information - Withdrawn Application

Commercial Information - Withdrawn Application

2.18 Wood Processing Capability Assistance, Tairāwhiti / East Coast (Eliot Linforth-Hall)

Reference # SRO 27/06/2019/19

- Discussion
- SROs approved a grant up to \$100,000 towards the Wood Processing Capability Assistance because:
 - the resource is based in Tairāwhiti and will work with a resource based in Wellington to assess and develop strategies for the opportunities that exist to increase wood processing in Tairāwhiti;
 - this is the next step in the development of a regional wood processing strategy; and
 - this position will be a catalyst for significant economic activity in Tairāwhiti.

2.19 Te Taihu Portfolio Managers, Top of the South (Eliot Linforth-Hall)

Reference # SRO 27/06/2019/20

- Discussion
- SROs approved PGF grant funding of \$400,000 towards the Te Taihu Portfolio Managers subject to the conditions in the PDU coversheet.
 - This application was considered as part of the support allocation of \$^{Commercial Inform} per annum for EDAs which was signed off by the USEC on 18 December 2018.

Commercial Information - Declined Application

Commercial Information - Declined Application

2.21 Tairawhiti Economic Action Plan Delivery, Tairāwhiti / East Coast (Eliot Linforth-Hall)

Reference #	SRO 27/06/2019/22
Discussion	<ul style="list-style-type: none"> SROs approved a \$200,000 grant from the PGF towards the Tairawhiti Economic Action Plan subject to the conditions in the PDU coversheet. This application was considered as part of the support allocation of \$Commercial Inform per annum for EDAs which was signed off by the USEC on 18 December 2018.

3. VARIATIONS TO DECISIONS

3.1 Tairawhiti Rail Tourism and Gisborne-Wairoa Tourism (Eliot Linforth-Hall)

Reference #	SRO 27/06/2019/23
Discussion	<ul style="list-style-type: none"> The funding agreement is with Tairawhiti Rail Limited. The SROs at the 2 May 2018 meeting approved funding for both the Tairawhiti Rail Tourism project (\$150k) and the Gisborne-Wairoa Tourism Feasibility study (\$450) with a total combined funding of \$600k. <p>Commercial Information</p> <ul style="list-style-type: none"> SROs confirmed the correct amount approved at the SRO 2 May 2018 was \$600,000.

4. VERBAL UPDATES

4.1 Broader Outcomes of Government Procurement Programme (Michael Hiscox)

Reference #	SRO 27/06/2019/24
Discussion	<ul style="list-style-type: none"> Discussion was postponed until the SRO meeting on 31 July 2019.

4.2 Priority Sector Projects Taskforce discussion (Tania Heyrick)

Reference #	SRO 27/06/2019/25
Discussion	<ul style="list-style-type: none"> Discussion was postponed until the SRO meeting on 31 July 2019 meeting.

5. NOTING AND DISCUSSION PAPERS

5.1 PGF Portfolio Analysis

Reference #	SRO 27/06/2019/26
Discussion	<ul style="list-style-type: none">• Paper was tabled as noted.

6. GENERAL BUSINESS

Reference #	SRO 27/06/2019/27
Discussion	<ul style="list-style-type: none">• No general business was received.

Meeting closed at 11:45am

PROACTIVELY RELEASED