

# Application for Funding Projects



## **About this form**

This form enables you to make an application for funding over \$100,000 from the Provincial Growth Fund for applications relating to the delivery of projects.

You will need to use the Express Form if your application is for an activity under \$100,000 or the Development Phase Form if your application is within the Development phase of a Project (i.e. feasibility / business case).

These forms are available on the [Provincial Growth Fund website](#)

## **Purpose of the Provincial Growth Fund**

The Provincial Growth Fund aims to lift productivity potential in the provinces. Its priorities are to enhance economic development opportunities, create sustainable jobs, enable Māori to reach their full potential, boost social inclusion and participation, build resilient communities, and help meet New Zealand's climate change targets.

## **Completing this form**

Please complete all sections fully and accurately. Square brackets and italics indicate guides.

Please see the PGF website, or contact your regional relationship manager, for further support. If you are applying on behalf of a number of parties, you need their consent to submit this application. You can add other applicants during the application process. You will be the point of contact for this application, but you must give us all information about all applicants.

## **Submitting your application**

All completed forms must be emailed to [PGF@mbie.govt.nz](mailto:PGF@mbie.govt.nz) with a clear subject included.

If you are a Trust (or applying on behalf of a Trust), then you must provide a copy of your Trust Deed.

## **Next Steps**

Applications will be assessed for eligibility, as well as how well they will deliver on the aims of the Provincial Growth Fund. One of our team will be in contact regarding your application.

## **Funding Agreement**

The template funding agreements can be found on the [Provincial Growth Fund website](#)

## **Public disclosure**

The Provincial Development Unit is responsible for leading the Provincial Growth Fund's design, administration and monitoring its operation in consultation with other government agencies. In the interests of public transparency, successful applications may be published by the Provincial Development Unit. Commercially sensitive and personal information will be redacted by reference to the provisions of the Official Information Act 1982. Please identify by highlighting any information in your application that you regard as commercially sensitive or as personal information for the purposes of the Privacy Act 1993.

## Part A: Key Details

Please note that if the funding agreement will not be held with the applicant (i.e. applying on behalf of another organisation), then we require the details of that organisation.

1. Proposal Title:

2. Please provide a very brief description of the project/activity:

*[If you had 30 seconds, or 50 words, to explain to someone with no knowledge of your sector what your project is, what would you say... i.e. what you will be doing, why, and what the outcome will be]*

Te Wairoa E Whanake (Rise Up and Grow Wairoa) aims to regenerate the Wairoa town centre through a private and public partnership that creates new educational and employment pathways whilst revitalising the district's CBD. The programme will bring students, whanau and the community together by creating a robust, sustainable, culturally reflective and digitally connected town centre where people naturally congregate and that meets the four local government well-being principles of economic, cultural, social and environmental outcomes.

Te Wairoa E Whanake is a programme designed to upgrade and regenerate the CBD through a partnership solution between the Wairoa Community, Iwi, education providers, Local Government and Central Government. This partnership solution will lead a trade training, apprentice-based and employment pathways to deliver the CBD regeneration for Wairoa directly addressing the need for business opportunities and employment.

This model has the ability to be a pilot programme implemented beyond the CBD to the wider commercial sector and a residential model focused on improving dwellings and social outcomes for the Wairoa community. The CBD is just the beginning for a social innovation with transformative outcomes for the Wairoa district.



**Te Wairoa E Whanake**  
*Rise Up and Grow Wairoa*

**Mission Statement**

To regenerate the Wairoa town centre through a private and public partnership that creates new educational and employment pathways whilst revitalising the districts CBD. The programme will bring students, whanau and the community together by creating a robust, sustainable, culturally reflective and digitally connected town centre where people naturally congregate and that meets the four Local Government well-being principals of economic, cultural, social and environmental outcomes.

**CBD Regeneration and Upgrade – Vision**

Te Wairoa E Whanake is the programme designed to achieve this through a partnership solution between the Wairoa Community, Iwi, education providers, Local Government and Central Government. This partnership solution will lead a trade training, apprentice- based and employment pathways to deliver the CBD regeneration for Wairoa directly addressing the need for business opportunities and employment. This model has the ability to be implemented beyond the CBD to the wider commercial sector and a residential model focused on improving dwellings and social outcomes for the Wairoa community. The CBD is just the beginning for a social innovation with transformative outcomes for the Wairoa district.

PROACTIVELY RELEASED

Commercial Information

**Apprenticeships /  
Trades Training /  
Employment**

Commercial Information

**ReoRua**

- Library Innovation.
- Rangatahi ICT Club.
- Wairoa Regional Digital Hub.

- Burnt-Out Building Transformation.
- I-Site relocation.
- Rocket Lab Education Centre.

Commercial Information

Wairoa Digital Collective and Digital Employment Program.

Commercial Information

3. Please provide the details of the applicant organisation/entity for which funding is being requested:

<b>Legal Name:</b>	Wairoa District Council
<b>Entity Type:</b>	Local Authority
<b>Registered Offices / Place of Business:</b>	Wairoa District
<b>Identifying Number:</b>	[e.g. Company Number, NZBN, Trust / society number, etc. if applicable]
<b>Organisation's Website:</b>	wairoadc.govt.nz

4. Please provide the contact details for a person as a key point of contact):

<b>Contact Name and Role:</b>	Roz Thomas and Alex Powdrell	Commercial Information
<b>Email Address:</b>	Privacy of natural persons Privacy of natural persons	<b>Telephone:</b> Privacy of natural persons Privacy of natural persons

5. Please describe the principal role or activity of the applicant organisation.

Wairoa District Council provides good services and infrastructure such as roads, rubbish, water and waste. It adds value to the community's lifestyle by enhancing the character and culture of the district. It aims to grow the local economy by developing jobs, attracting visitors and new residents to the area. It aims to protect our green environment, making sure future generations get to use it and enjoy a clean, safe place to live.

The Wairoa District Council works to make Wairoa safe for everyone to enjoy and makes sure facilities and amenities are there for all – pathways, pools, sport facilities, halls, and public spaces. It ensures sound financial decision-making to keep Wairoa one of the most affordable districts to live in and work in and consults with residents, individuals, groups and areas of the district, to discuss everyone's needs and aspirations for Wairoa.

Wairoa District Council has over <sup>Comm</sup> employees who work to put the policies and aspirations of the district into action.

6. This project will be based in the region of:

Hawke's Bay

7. What type of funding is this application for:

Grant

[Note: the most appropriate funding type will be determined by the PDU in consultation with the applicant]

8. What is the activity / funding start and end date?

<b>Start Date:</b>	Commercial Information	<b>Completion Date:</b>	Commercial Information
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9. Has this project / activity been previously discussed with any part of Government? Yes:  No:

- If Yes, please describe which part of government, and what the outcome of the discussions were.

[The PDU will consult with other parts of Government as part of the assessment]  
Discussed with Cameron Osmond and Hugh Mc Phail (Regional Advisors PDU)

10. Have you previously received Government funding for this Project? Yes:  No:

- If Yes, please list which part of the Government, when the funding was received, and how much under Q11.

11. Are you an overseas investor for the purposes of the Overseas Investment Act? Yes:  No:

To find out if you are an overseas investor, and find support, please visit the Overseas Investment Office [website](#).



12. Please set out the proposed sources of funding for the Project:

<b>Source of Funding:</b> <i>[please indicate where all other funding is sourced from, noting who the funder is]</i>	<b>\$ (excluding GST)</b>	<b>Status / Commentary</b> <i>[i.e. received / confirmed / in principle]</i>
Provincial Growth Fund Funding (through this application)	\$ Commercial Information	
Wairoa District Council – Commercial Information	\$ Commercial Inform	Commercial Information
Wairoa District Council – Commercial Information	\$ Commercial Inform	Commercial Information
Wairoa District Council – Commercial Information	\$ Commercial Info	Commercial Information
Wairoa District Council – Commercial Information	\$ Commercial Inform	Commerc
Wairoa District Council – Commercial Information	\$ Commercial Inform	Commercial Information
Commercial Information		Commerc
<b>Total:</b>	\$ Commercial Informatio	





16. Please provide a detailed description of this project for which funding is being applied, including the benefits arising from the project:

[Note: please describe what the funding is for, why it is required, what the project will do, how it links to other projects or activities and the benefits which will be attributed to it – for more information on benefits management, see this [guide](#).]

The Wairoa District Council (WDC)/PGF funding agreement noted three initial themes to explore economic potential:

- Natural Assets (including land and water)
- Connecting Wairoa (infrastructure)
- Connecting Communities (a vibrant community)

Te Wairoa E Whanake addresses these themes while creating a regenerated central business hub.

Provincial Growth Fund investment is critical to enable the implementation and development of the Te Wairoa E Whanake project to grow our town for now, and realise the economic and social gains into the future.

The redevelopment will include an aesthetic upgrade using the Wairoa District Council's recently established Visual Identity Guide for inspiration and design cohesion, **Commercial Information**, and create sustainability through trades training, apprenticeship and employment pathways, while including a fit-for-purpose integrated business facility, solidifying a digital collective and multi-media initiative focusing on employment outcomes.

This project includes financial support from the Wairoa District Council, **Commercial Information**, CBD commitment, i-Site relocation and library innovation.

### Commercial Information

It explores the opportunity to grow tourism through the development of a Rocket Lab Education Centre next to the relocated i-Site.

The project addresses significant community concerns such as the burnt-out buildings on the main street and the health of the Wairoa River.

We believe this holistic approach will create sustainability and meet the needs of our community's wellbeing through economic, cultural, social and environmental outcomes.

To establish Te Wairoa E Whanake and ensure its success the Wairoa District Council has identified the CBD as the pilot project. The retention and attraction of businesses in Wairoa is essential and this collaborative approach is the pathway to achieving that.

The Wairoa CBD setting is unique. There are few, if any other, New Zealand towns or cities where the main commercial area addresses the river, face on. Through social innovation this project will address the commercial aspect of the main street and also the enhancement and improved utilization of the Wairoa River side of the main street.

There are nearly <sup>Comm</sup> commercial premises along Wairoa's Marine Parade from the Community Centre at the Western end to the County Club at the Eastern End. This stretch has been identified as the main area of focus for this project. There are several empty, derelict buildings, and an extreme variation in the standard of presentation of the shop/business facades. A significant concern is a group of burnt-out buildings on the main street that are unused and have been boarded up.

There have been several historical attempts to improve the visual appeal of Marine Parade and a dedicated major upgrade of Wairoa's main street is considered an essential deliverable by the Wairoa District Council. There is definitive endorsement for the upgrade by local business group **Commercial Information**, business owners, building owners and the Wairoa community.

Wairoa District Council was the first district council in the country to adopt and implement a living policy for Te Reo Māori 'Te Wairoa Reorua' – Bilingual Wairoa 2040. This also signaled a local government commitment to the role of district councils under the Maihi Karauna (Crown Responsibility) to supporting the Maihi Māori (Māori Aspiration) for Te Reo Māori as outlined in Te Ture mō Te Reo Māori - Māori Language Act 2016. The CBD upgrade will champion this initiative by incorporating Te Reo Maori in new signage and visual communications.

The outcome will be a robust, sustainable, culturally-reflective and digitally connected town centre, where people naturally congregate, strengthening Wairoa's economic resilience, boosting the economy and creating jobs. As well as retaining existing business the regeneration will attract new businesses and create activity that is not solely reliant on retail trade. Education and trades training will be the foundation of the model to ensure sustainability and upskill Wairoa people, particularly youth into employment.

Te Wairoa E Whanake will revitalize the CBD, through the following activities and projects:

**PGF Regeneration Activities:**

- o Commercial Information
- o Trades training, apprenticeships and employment pathways
- o Commercial Information
- o Te Wairoa Reorua- Bilingual Wairoa 2040

**PGF Regeneration Projects:**

- o Integrated community facility (Library, Rangatahi ICT Club, Regional Digital Hub)
- o Integrated business facility (Burnt-out building transformation, I-Site relocation, Rocket Lab Education Centre)
- o Commercial Information

**PGF Private Business Support Projects:**

- o Wairoa Digital Collective and Digital Employment Programme
- o Commercial Information

**Provincial Growth Fund Outcomes:**

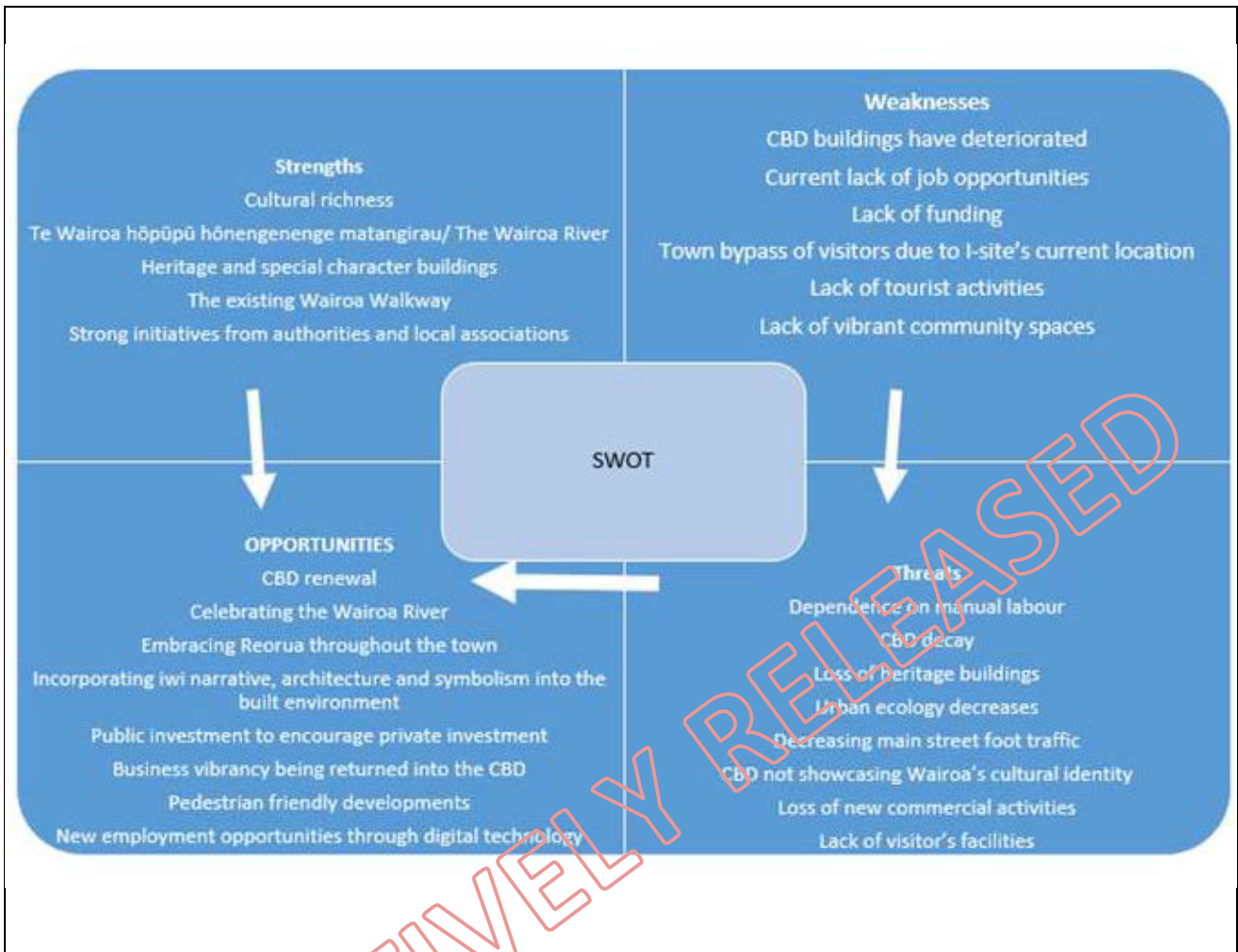
- Involvement opportunities for every business within the CBD as part of a larger cohesive town design
- Businesses and building owners will identify their priorities in conjunction with the "Te Wairoa E Whanake" CBD team delivered using best environmental building practices, alternative energy solutions, Commercial Information, aesthetics and street appeal
- An environmental impact snapshot will be completed for each business with suggestions for alternative methodology to reduce their carbon footprint including packaging, rubbish collection and energy use. Each business will be offered a free business mentor service. This will form Wairoa's own Environmental and Business health check
- This social enterprise business approach embraces Māori values where job creation is in balance with a for profit and not-for-profit approach
- Addresses the shortage of tradespeople through an employer-led district wide trade training scheme closing the current skill gap over time.
- Education and trades training will be the foundation of the model to ensure sustainability and upskilling of Wairoa people, particularly youth into employment

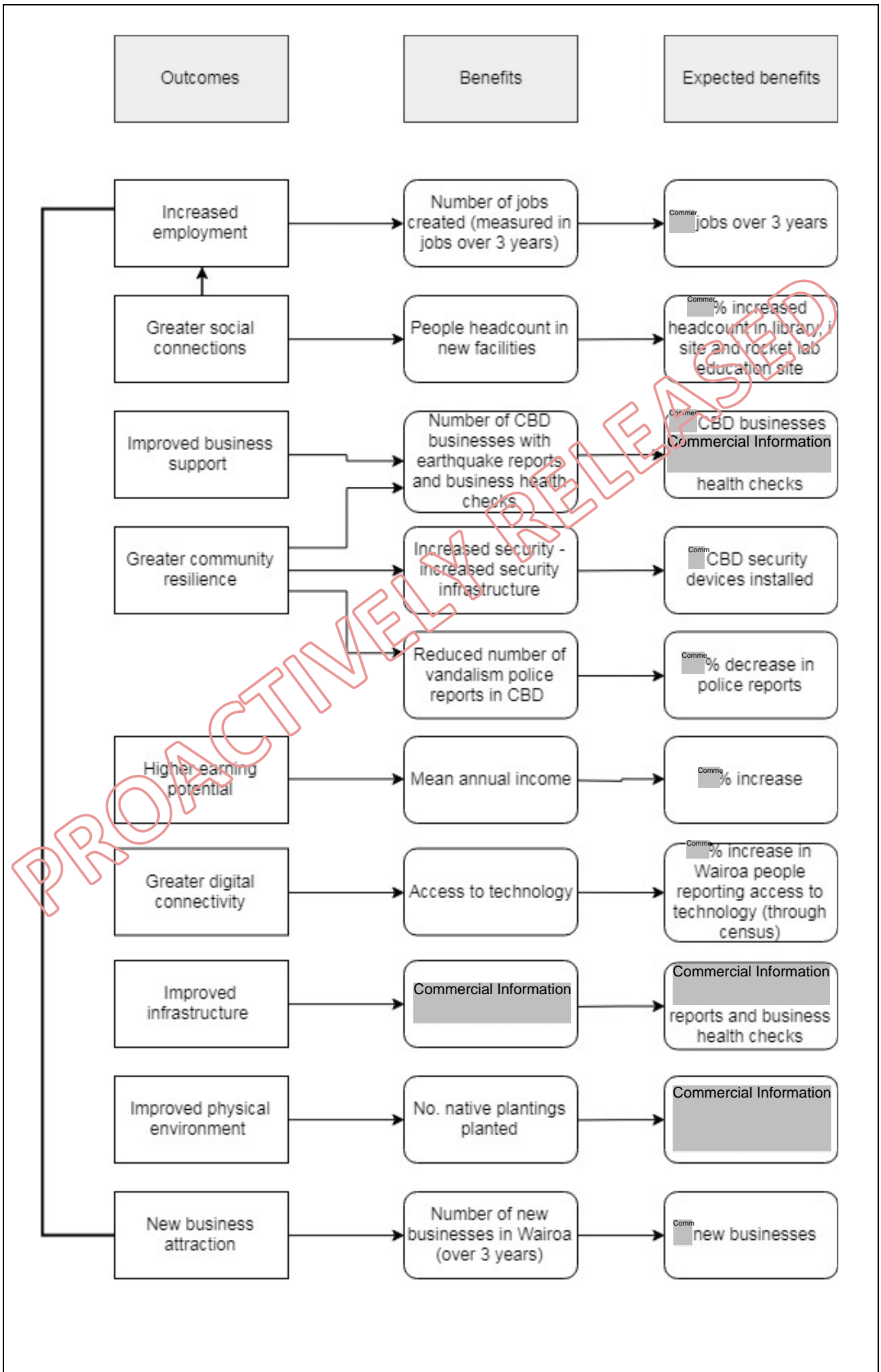
**Te Wairoa E Whanake addresses numerous economic and social opportunities which were identified in the Wairoa District Council's PGF Funded report "Whakarauora".**



Whakarauora – “The Regeneration of Long Water” literally applies to funding the regeneration of Wairoa River, along her entire 65km length, from the headquarters to rivermouth.

- 1) In the Economic Development Report, Whakarauora The Regeneration of Long Water, produced by the Giblin Group, Wairoa was identified as being confronted by considerable social-economic struggles. Collectively these have impeded the welfare of her community for at least two decades with 64 percent of the district’s population living in quintile 5 of the deprivation index, three times worse than the rest of New Zealand. The report balances that by stating there is good reason to be optimistic as long as intensive, sustained, central government support is provided to help address multiple community issues.
- 2) Whilst in its infancy, technology capability in Wairoa is increasing, although some of its activity is beneath the radar, with a handful of ‘specializations’ - **Commercial Information** app development, land-use and possibly Te Reo. Activity is self-funded off a very low base (continues to be economically challenging), however that they ‘have skin in the game’ is a motivating factor with the **Commercial Information** and Wairoa ICT Club two community-oriented initiatives. Both need further (financial) encouragement, particularly as they represent a new educational/vocational pathway for Wairoa. (Bain, Giblin, & Ennis, 2019)
- 3) **Commercial Information**
- 4) All training initiatives should be employer-led, with an emphasis on trades training and skill development.
- 5) Attracting more visitor spending: move the i-site to Marine Parade **Commercial Information** and visitor parking. This would make it easier for **Commercial Information** visitors to interact and spend money within the CBD.
- 6) New contemporary art-space where internationally recognized Wairoa and New Zealand artists can exhibit and work.
- 7) Consolidation of all local and central government activities within conveniently co-located buildings along Marine Parade.
- 8) To look for innovative ways to retain all buildings, where shared structures could be potentially strengthened as a multiple. Low cost construction methods with an emphasis on dual use, shophouses (shop at ground level, apartment living above). The aim is to increase density on Marine Parade.
- 9) Te Reo is progressively becoming naturalized rather than being a taught school subject. In time Te Reo will be the normalized everyday language for all in Wairoa and a considerable, uniting strength.





These are estimated figures only – and to be investigated and explored further during stage one of the business case in Te Wairoa E Whanake.

TE WAIROA E WHANAKE Trades Training and Employment Opportunities				
PROJECT	During 3 year delivery		After 3 years	
	JOBS	TRAINING	JOBS	TRAINING
<b>CBD upgrade</b> - Commercial Information	Comm			
Project Manager	}			
Design	}	Comm		
Tradespeople	}			
Labourers	}			
Communication	}			
<b>CBD upgrade - Burnt Out Buildings Transformation</b>	Comm			
Project Manager	}			
Design	}	Comm		
Tradespeople	}			
Labourers	}			
<b>CBD upgrade - I-Site and Rocket Lab Centre</b> (I-Site currently employs Comm)	Comm		Comm	Comm
<b>CBD Integrated Community Facility</b>	Comm			
Project Manager	}			
Design	}	Comm		
Tradespeople	}			
Labourers	}			
Communication	}			
<b>Integrated Community facility - Library &amp; Regional Hub</b> (Additional staff will be required)		Comm	Comm	Comm
<b>Integrated Community Facility - ICT Club</b>	Comm	Comm	Comm	Comm
Commercial Information				
<b>Reo Rua Implementation</b>				
Commercial Information				
Project Manager	Comm	}		
Commercial Information	}	Comm	Comm	Comm
<b>Wairoa Digital Collective Employment Programme</b>				
Commercial Information		Comm	Comm	Comm
Commercial Information				
<b>BUSINESS ATTRACTION AND INVESTMENT RETENTION</b> (gained from CBD upgrade)				
<b>CURRENT EMPTY SHOPS:</b>			Comm	
Commercial Information				Comm
<b>TOTAL</b>	Commercial	Commercial	Commercial	Commercial



17. How does this project demonstrate additionality within the region?

*[Please cover:*

- Why the project is not already underway.*
- How the project provides a new asset and is not seeking maintenance funding.*
- The benefit of Central Government funding (i.e. over alternative sources).*
- Why this project will unlock the potential within the region.]*

Wairoa is confronted by considerable social and economic struggles and Te Wairoa E Whanake has the ability to grow, expand and improve our local economy and contribute towards the success of the district and the Hawke's Bay region.

The CBD upgrade was initially a basic streetscaping upgrade costing \$<sup>Commercial Information</sup> and was consulted on in the Wairoa District Council's long term plan. Wairoa's ratepayers were not favourable to funding this project due to other large core infrastructure projects taking priority. Further investigation into the health of our CBD led to the development of Te Wairoa E Whanake, a holistic and aspirational approach to the regeneration of the CBD as opposed to the original concrete and hard landscaping approach. This vision is financially beyond the capabilities of our ratepayers and local businesses and without Central Government sharing our vision and assisting with the funding this project can never come to fruition.

Central government funding is being sought because the project aligns with the PGF objectives and the size and scale of this project inhibits smaller funding options. Some of these other funding avenues will be explored during the project for smaller specialised aspects of the project but the initial and majority funding must come from Central Government to realise the transformative effect of Te Wairoa E Whanake.

Using this approach the built infrastructure will become a main vehicle for promoting economic growth, enhancing the image, delivering additional trades training and employment opportunities whilst creating an effective and functional business climate and bolstering business activities.





18. How is the project connected to regional (and sector) stakeholders and frameworks?

*[Please provide an overview, including any evidence where appropriate of any relevant local and regional support, either via existing regional development mechanisms (i.e. regional plans), or through any other relevant body (i.e. council, iwi, hapū, or other representative group). If you do not have support, please explain why not and how you intend to get it]*

Te Wairoa E Whanake fits the national economic development priorities (ERERE) for Maori which our local iwi are currently basing their strategy on:

Employment - grow future Maori workforce, higher wage, higher skilled

Rangatahi – support Maori youth to define and lead their economic aspirations

Enterprise – grow Maori SME’s and maximize the economic value of iwi and collectives

Regions – increase Maori participation in regional economic development.

Education – upskill the Maori workforce and strengthen transitions into work

- a. High-skilled employment through the trades training, apprenticeship and employment pathways initiative behind Te Wairoa E Whanake.
- b. Joint venture potentially with **Commercial Information**

**Commercial Information** have endorsed this programme – Te Wairoa E Whanake.

There is positive impact as we are mindful of kaitiaki with the re-development of already existing buildings. It will align in the resilience of the physical, community and business infrastructure.

**Free and frank opinions**

The rebuild portion of the project will be focused on environmental best practice. (Champion sustainability with environmental social and economic delivery).

The project also aligns with Hawke’s Bay Regional Economic Development Strategy (REDS) – to lead in the provision of resilient physical, community and business infrastructure, enhance business satisfaction and spend.

Proposed Whakarauora digital connectivity complements Matariki provision for physical, community and business infrastructure and their strategy to improve pathways to employment as well as Tairāwhiti’s “Connecting with markets and people”.

**Commercial Information**

Further engagement with regional stakeholders will take place **Commercial Information**

19. How will your project lift productivity potential in the regions?

Te Wairoa E Whanake has a very strong emphasis on training and employment in the trade and digital sector. Currently both of these sectors are under resourced and projects involving these industries take longer than they should due to the lack of skilled personnel available, not a lack of jobs. Often skilled contractors are brought in from outside the area to fill this need and often for short periods of time. We are looking to lift the productivity of these sectors especially through the trade training and employment pathways built into Te Wairoa E Whanake to improve our own local capacity.

Some of the more specialised elements in Te Wairoa E Whanake such as the Wairoa Digital Collective programme and **Commercial Information** and the CBD construction will attract skilled people to Wairoa whilst building local capacity through the programme.

Te Wairoa E Whanake is also considered to be a vehicle to promote domestic industrial and economic growth by enhancing the town's image and creating an effective and functional business climate lifting the productivity potential in the region. In addition this project is being approached as a pilot programme that has the potential to continue the upgrade concept beyond the CBD into the remaining commercial sector in Wairoa and then even a residential model.

PROACTIVELY RELEASED

[We want to understand how your project will meet the primary objective of the fund: “to lift productivity potential in the regions”. Please provide a description of this and where relevant, please cover how your project contributes to the following outcomes:

PGF Outcome	✓	How will the project positively or negatively impact this outcome in the region(s) identified?
1. Increase economic output	✓	<p>A robust business case, as the first stage of the delivery for Te Wairoa E Whanake will include preliminary designs, budgets, CBA (cost benefit analysis) detailed implementation timeline, risk analysis, education providers, stakeholder commitments and confirmed additional funding support. It will confirm the estimated figures that this application provides for trade training and new employment opportunities.</p> <p>The CBD regeneration will create collaborative business and community spaces which will include start-up, hospitality, training, art and cultural activities. The addition of the i-site and Rocket Lab education centre will immediately increase the foot traffic and economic returns to the CBD. Currently the i-site receives 22,000 visitors per annum. Jobs, businesses and a desirable social environment will create a vibrant, interesting, active space with sound economic and social outcomes. The redevelopment of the CBD will have a positive impact on building values and help retain existing businesses and attract new businesses.</p>
2. Enhance utilisation of and/or returns for Māori assets	✓	<p>Wairoa’s township and community is unique with a strong Maori influence where Te Reo is progressively becoming naturalised, rather than being a subject just taught at school. The redevelopment seeks to enhance this asset through Te Wairoa Reorua- (Bilingual Wairoa) 2040 and incorporating bilingual signage throughout the CBD, I-Site and the Library innovation project. Developing the Integrated Community Facility is in line with the district’s Reorua goal by building cultural capacity and enterprise through the use of digital technology. The inclusion of the <b>Commercial Information</b></p> <p>recreational activity and economic stimulus delivered through proven environmental practices. There are few, if any other New Zealand towns or cities where the main street addresses the waterfront face on. A portion of the CBD Buildings and surrounding commercial areas are owned by Maori entities and Te Wairoa E Whanake is a programme that will enhance these assets.</p>
3. Increase productivity and growth	✓	<p>Wairoa faces many challenges with unemployment three times higher than the New Zealand average, lower productivity and a lack of skilled workers with many people struggling economically. The town needs to implement a range of low-cost changes and opportunities that encourage new businesses. Te Wairoa E Whanake through the CBD regeneration programme, <b>Commercial Information</b>, Library innovation and the redevelopment of the burnt out buildings site presents this opportunity to develop skills through trade training and employment. It has the potential to be pivotal in increasing productivity and growth of the CBD for private business and other entities. This economic and social investment will strengthen employment and businesses in general.</p>

4. Increase local employment and wages (in general and for Māori)	✓	Wairoa is confronted by considerable social and economic struggles. Collectively these have impeded the welfare of the community for at least two decades with 64% living in quintile 5, being the most deprived compared to 20% nationally. Te Wairoa E Whanake conservatively estimates that the project delivery will require [redacted] people to be employed annually, [redacted] permanent jobs, and all the roles are skilled, living wage and above positions. In addition the private business support projects are looking to permanently employ between [redacted] people.
5. Increase local employment, education and/or training opportunities for youth (in general and for Māori)	✓	The shortage of tradespeople has been identified as a national concern and by combining the redevelopment of the CBD with the trades training proposal from Te Wairoa E Whanake, education and training will be built into this model which will allow for a hands on practical experience to take place with opportunities to develop further apprenticeships and career pathways. There is an opportunity for Wairoa based businesses to take on apprentices to progressively bridge the skill shortage. Wairoa currently has had success through MSD's Not in Employment Education or Training (NIET) and Mana in Mahi programmes. They will grow their capacity to be instrumental in the delivery of these projects immediately creating training and employment opportunities for our youth. Te Wairoa E Whanake conservatively estimates trade training and employment opportunities for project delivery to be between [redacted] and [redacted] people. Te Wairoa E Whanake has a holistic and sustainable approach to fill the market gap working with a number of local private businesses that include the Wairoa Digital Collective and their programme, <b>Commercial Information</b> [redacted] that can provide tertiary training for young people into the <b>Commercial Information</b> .
6. Improve digital communications, within and/or between regions	✓	Te Wairoa E Whanake, will focus on improving the digital communication and connectivity across the CBD area giving the Wairoa community good quality internet access in this public area through a free, fast and effective wifi system. We are proposing through Te Wairoa E Whanake to extend the library's function with a Regional digital hub and ICT club to address our community's digital and connectivity needs as highlighted in Whakarauora (Giblin report 2019).
7. Improve resilience and sustainability of transport infrastructure, within and/or between regions	✓	Te Wairoa E Whanake aims to vastly improve the safety of our tourists and Intercity bus service which links Wairoa to both Gisborne and Napier, currently the only regular commercial transport service available. The current i-site position is on a busy State Highway where there is traffic congestion and it is an unsafe environment for pedestrians with a lack of safe carparking facilities nearby.
8. Contribute to mitigating or adapting to climate change	✓	Te Wairoa E Whanake sets out to use best environmental building practices with alternative energy solutions and recycled building materials. In addition every business in the programme will be given an environmental snapshot with suggestions for alternative methodology to reduce their carbon footprint. A well implemented recycling system in this area will lead the way for further implementation throughout the main street. <b>Commercial Information</b> [redacted]
9. Increase the sustainable use of and benefit from natural assets	✓	<b>Commercial Information</b> [redacted]

<p>10. Enhance wellbeing, within and/or between regions</p>	<p>✓</p>	<p>The Wairoa district is considered non-urban and is relatively isolated from large urban areas which makes the CBD a vital service provision to our population. Our closest cities are 1.30 – 2 hours drive away. Prioritising the town and creating a lively and engaging destination for locals and tourists will have a positive impact with improved social and economic outcomes. The Integrated Community Facility has been designed to be a strong “Third Place” in this community and become a place that is not work/school but a third environment where people can connect. Wairoa is the second most digitally disconnected region in NZ. This disconnect feeds into the prevalent negative outcomes in the town, namely higher unemployment, lower productivity, difficulty in finding skilled workers and people who are struggling economically. Digital connectivity and community cohesion can go a long way in addressing the community needs. The inclusive nature of Te Wairoa E Whanake allows different sectors of the community to be involved ensuring the positive impact is shared and gains momentum in the delivery of Te Wairoa E Whanake.</p>
<p>Total number of outcomes project contributes to</p>	<p>10/10</p>	



1. Has public consultation been conducted?

Yes:

No:

- If yes, what were the results?
- If no, is there a plan to do so?

There has been wide community consultation since 2012 regarding Wairoa's CBD area.

Community consultation to Wairoa District Council has clearly identified the need for a CBD upgrade and in its draft 2017/2018 long term plan tagged \$<sup>Commercial Information</sup> for a CBD enhancement. However in line with community consultation Council decided not to invest in this project as submissions strongly indicated this district could not sustain or afford an investment of that size given the other basic infrastructure needs within the district - wastewater, roads, sewage etc.

Wairoa District Council tagged \$<sup>Commercial Inform</sup> towards the CBD upgrade and \$<sup>Commercial Info</sup> has been spent utilising the services from <sup>Commercial</sup> to undertake further community consultation to ascertain the issues and opportunities from the community for a CBD upgrade.

### Free and frank opinions

Ratepayers through public consultation also indicated to Wairoa District Council that the library in its current state is not meeting the needs for the community and Wairoa District Council in 2016 have allocated \$<sup>Commercial Inform</sup> for an upgrade.

The Giblin Group economic development report "Whakarauroa" clearly indicates the need for a regenerative purpose. "Investing in people and infrastructure to ensure Wairoa will attract and sustain more residents in future, such that it is reasonably representative of New Zealand's population by age and stage of life need".

- In 2012 a business survey and report compiled by <sup>Commercial Information</sup> highlighted the many issues in Wairoa's CBD with the burnt-out buildings noted as a concern and the subject of relocating the I-Site into the main street.
- Reflections and Recommendations re the Wairoa District Visual Identity project Stage one "Kohia nga whakaaro" (Gathering your Thoughts).
- Marine Parade Development project summary report July 2016
- Wairoa District Council Market research report 2017
- The Wairoa Opportunity – <sup>Commercial Information</sup> manufacturing and tourism report 2015
- CBD/ Town Centre enhancement community engagement outcomes phase 1 (<sup>Commercial</sup>) 2018
- A key deliverable of 'Te Wairoa E Whanake – Rise Up and Grow Wairoa'

2. Please provide your customer demand / market analysis for this project, covering the following where possible:

- What is the current market for this project's outcome, and what is your current involvement in the market?
- What opportunities are there to *expand* market activity (i.e. what is the customer demand)?
- What customer market relationships do you have to leverage success of the outcomes of this project?
- Is the project primarily aimed at enhancing the share of a single market? If so, please detail the proposed markets with this intention.

Despite CBD decline across the nation Wairoa currently only has <sup>Com</sup> empty buildings on its Main Street where a total of <sup>Comm</sup> shops are situated. Of the <sup>Comm</sup> empty buildings, <sup>Co etc</sup> will be addressed through this application. In the last 3 years there have been <sup>Com</sup> new businesses take up commercial space along the Main Street and no retail businesses have closed in the last three years.

The burnt-out building redevelopment project already has <sup>com</sup> expressions of interest from businesses wanting to be based in the redeveloped space without any advertising having been carried out. The Business Case will further explore and define these opportunities and the concept plans can be used to secure further business interest. The objective is to have all of the spaces within the development allocated before groundwork begins.

Market research report 2017 comments:

The majority of the respondents wanted to improve the variety of shops in the district. The majority of respondents (68.56%) were dissatisfied with their current shopping experience in the CBD in Wairoa. 100% of the respondents who buy 3-5 times a week outside of the town think that the range of products in the CBD in Wairoa is bad. Interestingly, 51.57% of the respondents think that the atmosphere in the CBD in Wairoa is good.

Concerns repeated regarding the look of the CBD, especially the stores that were meant to be demolished and/or are still not finished.

Other highlights/suggestions were:

1. Try to attract other businesses.
2. Building facades, variety of shops/products.
3. **Free and frank opinions**
4. The need for quality products.
5. Generally the whole area needs a clean-up, look more professional and inviting. Do something with the empty and derelict buildings, consolidate all the shops into one area, use pop up shopping areas.

3. Where the project utilises land, does the land have any other interests associated with it? (i.e. Treaty claims, or iwi/hapū ownership) Yes:  No:

*[insert your commentary here]*

4. Is the land is owned by others, i.e. not solely by the applicant?  
- If yes, then please describe the other interests and how will this be managed?

The CBD area addressed in Te Wairoa E Whanake is owned by a combination of Wairoa District Council, Hawke's Bay Regional Council and private ownership.

**Commercial Information**

All interested parties will be communicated with individually and through **Commercial Information**

5. Does the land have appropriate Resource Management Act consents? Yes:  No:   
- If no, how and when will this be addressed?

*[insert your commentary here]*

**Part C: Project Delivery**

[Please note – this section refers to the actual activity associated with this application.]

6. Please provide an overview of the project management approach / plan for this activity.

[We would like you to demonstrate:

- **How the activity will be managed from your organisation?**

Wairoa District Council have contracted a project management company (Commercial Information) to initially set up Te Wairoa E Whanake and engage local business owners and education providers for programme delivery and implementation. Commercial Information will work closely alongside the relevant Wairoa District Council departments and report directly to Steven May (CEO), Kitea Tipuna (Group Manager Community & Engagement) and Denise Eaglesome-Karekare (Economic Development committee chairperson).

Once Te Wairoa E Whanake has completed the business case and succeeds into the next phase the management structure for the delivery of this programme will be established utilising the expertise from appropriate entities and businesses.

- **What involvement is required by the Provincial Development Unit?**

We anticipate the Provincial Development Unit will maintain regular communication throughout the project with regular meetings to discuss the project’s progress through to completion.

- **What other partners are required for successful delivery? (demonstrating this with diagrams where possible)**

The education and training component of this project will include the following partners: Commercial Information

Individual business owners will be a large contributor within Te Wairoa E Whanake programme as the CBD regeneration is a collaborative approach.

- **What project management practices will be in place?**

We will adhere to Wairoa District Council’s best practice project planning principles, good communication including tracking and reporting of project progress, risk management and timeline deliverables and milestones. The business case will be managed by Commercial Information. A Project Manager will be appointed through the tender building process of the Integrated Business facility and Integrated Community facility who will work alongside Wairoa District Council Engineering team and Commercial Information

Commercial Information in partnership with Wairoa District Council following their own management practices.

- **Who are the key personnel within the organisation relating to this project?**

**Steven May – Chief Executive Officer, Wairoa District Council**

*Steven began as the Wairoa District Council Chief Executive in January 2018.*

Privacy of natural persons  
[Redacted text]

Kitea Tipuna - Group Manager Community & Engagement (Privacy of natural persons)

Privacy of natural persons

Russell McCracken - Information Services Team Leader

Privacy of natural persons

Denise Eaglesome-Karekare - Economic Development Committee chairperson (Privacy of natural persons)

*He aha te mea nui o te ao. He tāngata, he tāngata, he tāngata  
What is the most important thing in the world? It is people, it is people, it is people.*

Privacy of natural persons

Commercial Information

Angie Whitworth Co-chairperson and Café owner/operator

Privacy of natural persons

Brenda Allen Co-chairperson and local business owner

Privacy of natural persons

Commercial Information

Roz Thomas - Company Director

Privacy of natural persons

Alex Powdrell - Company Director

P

Privacy of natural persons

Kate Standing - Communication Specialist (Privacy of natural persons)

Privacy of natural persons

Katie Bowen - Commercial Information – Marketing specialist

Privacy of natural persons

Courtney Hayward - Commercial Information – Research and Development (Privacy of natural persons)

Privacy of natural persons

Wairoa District Council Health and Safety report attached

PROACTIVELY RELEASED

7. Have you have independent verification of the project approach / plan?

Yes:

No:

If yes, who verified the project and when?



8. Please provide us with a project plan, where possible please attach a schedule (i.e. Gantt chart):

**This timeline is based on the application being approved by end of July 2019 and will adjusted if this date is not realised.**

*[Please use the following table to describe the milestones of the project, if preferred, a schedule can be provided]*

#	Project Activity	Responsible:	Date / Period:
1	Initial Planning towards the Business Case	Commercial Information	Commercial Information
2	Business Case	Commercial Information	Commercial Information
	Initial Project Costings and spreadsheet	Commercial Information	Commercial Information
3	Initial stakeholder engagement with private business	Commercial Information / Wairoa District Council	Commercial Information
	Stakeholder engagement with private business	Commercial Information Wairoa District Council	Commercial Information
4	Initial stakeholder engagement with Wairoa District Council Commercial Information	Commercial Information	Commercial Information
5	Stakeholder engagement with Wairoa District Council Commercial Information	Commercial Information	Commercial Information
6	Initial stakeholder engagement with education providers	Commercial Information	Commercial Information
7	Stakeholder engagement with education providers	Commercial Information	Commercial Information
8	Commercial Information	Wairoa District Council	Commercial Information
9	Commercial Information	Wairoa District Council/ nominated Engineer	Commercial Information
10	Geotechnical Assessments	Commercial Information nominated Engineer	Commercial Information
11	Urban Space Design engagement	Commercial Information Wairoa District Council/ Commercial Information	Commercial Information
12	Community Consultation – Visual Identity exercise to formulate a design plan  Community Consultation – Te Wairoa E Whanake presentation after the designs are formed, dependent on business case approval  Community Consultation - Te Wairoa E Whanake update	Commercial Information Wairoa District Council/ Commercial Information	Commercial Information  Commercial Information  Commercial Information
13	Te Wairoa E Whanake Building Team - Expressions of Interest	Commercial Information Wairoa District Council	Commercial Information
14	Te Wairoa E Whanake Building programme announced	Commercial Information Wairoa District Council	Commercial Information
15	Te Wairoa E Whanake Commercial Information programme work Commercial Information	Commercial Information Wairoa District Council	Commercial Information

16	<p>Burnt-Out Buildings</p> <ul style="list-style-type: none"> <li>• Preliminary Design</li> <li>• Planning &amp; Resource Consents</li> <li>• Developed Design</li> <li>• Building Consent</li> <li>• Tender Process</li> <li>• Detailed Design</li> <li>• Demolition planning</li> <li>• Demolition</li> <li>• Construction</li> <li>• Completion &amp; Handover</li> </ul>	<p><b>Commercial Information</b></p> <p>Wairoa District Council</p>	<ul style="list-style-type: none"> <li>• Commercial Info</li> <li>• Commercial Info</li> <li>• Commercial Info</li> <li>• Commercial Info</li> <li>• Commercial Infor</li> <li>• Commercial Inf</li> <li>• Commercial Inform</li> <li>• Commercial Inform</li> <li>• Commercial Inform</li> <li>• Commercial Information</li> <li>• Commercial Inform</li> </ul>
17	<p>i-Site &amp; Rocket Lab Education Centre</p> <ul style="list-style-type: none"> <li>• Preliminary Design</li> <li>• Planning &amp; Resource Consents</li> <li>• Developed Design</li> <li>• Building Consent</li> <li>• Tender Process</li> <li>• Detailed Design</li> </ul>	<p><b>Commercial Information</b></p> <p>Wairoa District Council</p>	<p><b>Commercial Information</b></p>
18	<p>Integrated Community Facility</p> <ul style="list-style-type: none"> <li>• Preliminary Design</li> <li>• Planning &amp; Resource Consents</li> <li>• Developed Design</li> <li>• Building Consent</li> <li>• Tender Process</li> </ul>	<p><b>Commercial Information</b></p> <p>Wairoa District Council</p>	<p><b>Commercial Information</b></p>
19	<p>Urban Design hardscaping</p>	<p><b>Commercial Information</b></p> <p>Wairoa District Council</p>	<p><b>Commercial</b></p>
20	<p><b>Commercial Information</b></p>	<p><b>Commercial Information</b></p> <p>Wairoa District Council</p> <p><b>Commercial Information</b></p>	<p><b>Commercial Information</b></p>
21	<p><b>Commercial Information</b></p>	<p><b>Commercial Information</b></p> <p><b>Commercial Information</b></p>	<p><b>Commercial Information</b></p>
22	<p><b>Commercial Information</b></p>	<p><b>Commercial Information</b></p> <p>Wairoa District Council</p>	<p><b>Commercial Information</b></p>

Commercial Information

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9. Please provide a complete breakdown of the costs of the project to assist us in understanding where the funds will be utilised:

*[Note that figures in this table must align with other figures provided in Q11. Please use as many lines as it takes to provide us with the appropriate detail. If more suitable, please attach a budget spreadsheet to this application]*

Cost Description:	\$ (excluding GST)
Commercial Information scheme contribution	\$ Commercial Information
<b>Commercial Information</b>	\$ Commercial Information
Integrated Community Facility	\$ Commercial Information
<b>Commercial Information</b>	\$ Commercial Information
Business Case	\$ Commercial Inform
Te Wairoa E Whanake set up costs	\$ Commercial Inform
Trades Training/Apprenticeships set up costs	\$ Commercial Inform
<b>Total</b>	\$ Commercial Information

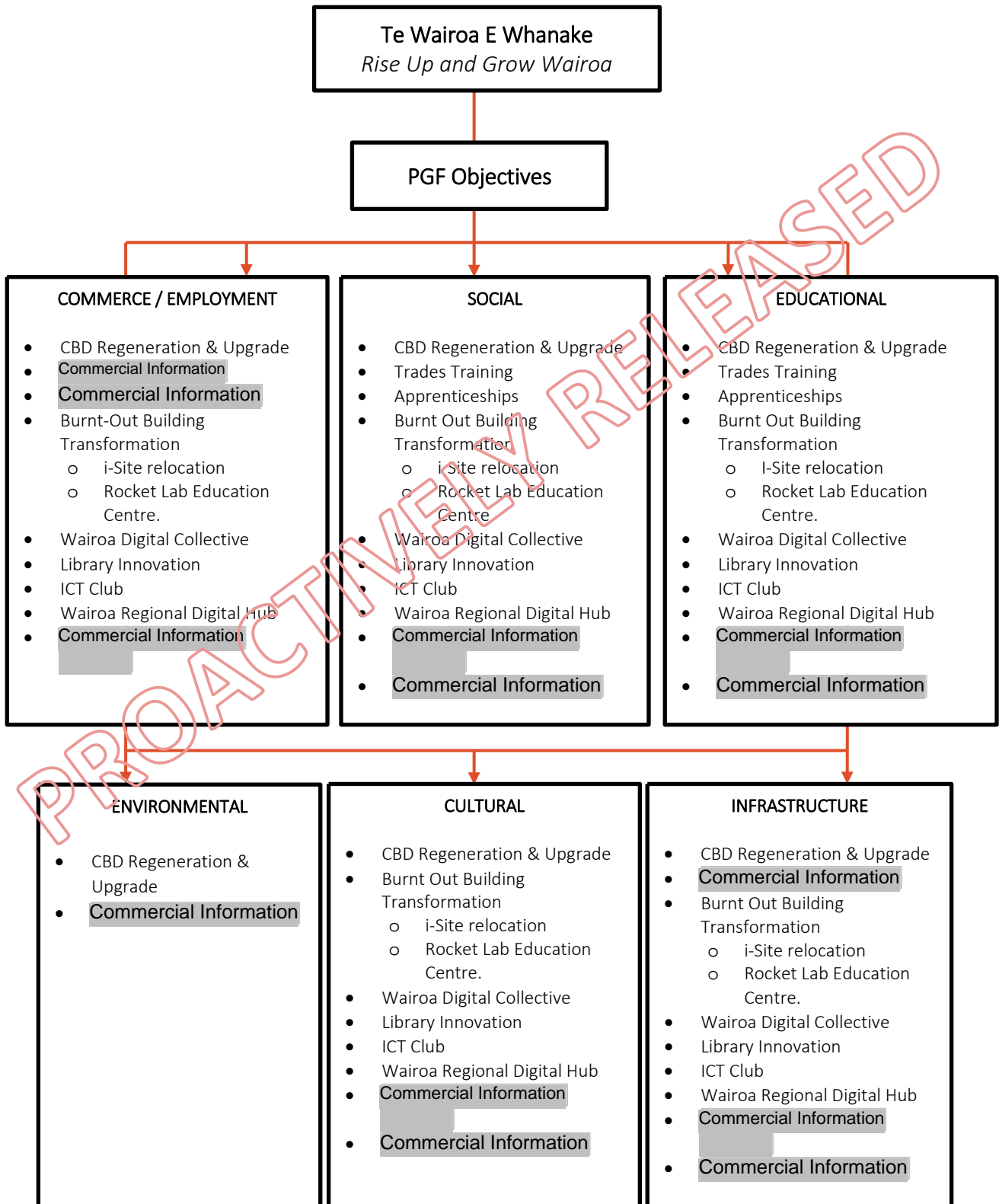
10. What are the proposed deliverables if funding is approved?

*[Please use the following table, consider what deliverables there will be, when, and whether there are any payments associated with them and against what criteria payment should be made. If it is a single deliverable with single payment, please just use one line]*

#	Description	Payment criteria:	Invoice Value \$ (Exc. GST)	%	Invoice Date:
1	Business Case	- On signing of the funding agreement	\$ Commercial Inform	00 %	Commercial Information
2	Te Wairoa E Whanake set up Costs	- On completion of public consultation Completion of business case	\$ Commercial Inform per Com year roll out	00 %	Commercial Information Commercial Information Commercial Information
3	Trades Training/Apprenticeship	- Set up costs and delivery	\$ Commercial Inform per Com year roll out	00 %	Commercial Information Commercial Information Commercial Information Commercial Information
4	Commercial information	- Commercial Information	\$ Commercial Information	Com %	Commercial Information
5	Commercial Information contribution	- One payment to Wairoa District Council after business case is completed and numbers of buildings and private businesses confirmed. - Urban design streetscaping included in this contribution.	\$ Commercial Information	Com %	Commercial Information
6	Integrated Community Facility	- Completion of business case, engineering reports & preliminary design.	\$ Commercial Information	Com %	Commercial Information
7	Commercial Information	- On signature of the funding agreement to allow for resourcing Commercial Information Commercial Information	\$ Commercial Inform \$ Commercial Inform	00 % 00 %	Commercial Information Commercial Information

11. Please provide a description of why Government funding is required to deliver this project?

As highlighted throughout the Giblin Group report, Wairoa’s socio and economic climate would struggle to attract investment of this nature and other funding bodies financial resources do not extend to the amount required for this redevelopment project. The PGF criteria fits with Te Wairoa E Whanake in every aspect of its delivery.







13. Please outline the project team and explain the Governance arrangements for this project

Commercial Information



PROACTIVELY RELEASED

14. What procurement process has been undertaken (i.e. selection of a provider), or will be undertaken, and how will that be managed? In addition, please provide a description of how greater public value will be achieved through the procurement process, for example by considering one or more of the following:
- How regional businesses (inc. Māori / Pacifica enterprises) will be provided with opportunities
  - How skills will be developed in the market (i.e. via construction apprenticeships)
  - How worker conditions in the supply chain will be improved / managed
  - How waste / emissions are being reduced in this procurement.

For more information, please visit: <https://www.procurement.govt.nz/broader-outcomes/>

*[We wish to understand how you will approach the market effectively and ensure value for money / public value is delivered, noting that public money is being utilised. If you have already been to market, then please describe who the supplier(s) are, how/why they were selected, and what the contractual arrangements are]*

Currently the only procurement process is that **Commercial Information** have been engaged by Wairoa District Council to develop Te Wairoa E Whanake and present this programme in a PGF application. All the services procured through Te Wairoa E Whanake will be through the trade training and employment pathways ensuring we grow local skills and businesses through the delivery. This component is the basis of this programme and will prioritise the opportunities for our Rangatahi to be involved in all training opportunities.

When procuring ICT services and software we will consider how we can create opportunities for New Zealand businesses (this will be locally procured from Wairoa if possible). When procuring for construction work we will give reasonable consideration to the skills development and training practices of the supplier and their sub-contractors. Te Wairoa E Whanake has a key focus to use locally based service providers as the preferred option wherever possible and the vision behind this is to boost every dollar spent back into our local economy. All contracts will comply with our responsibilities' under health and safety at work 2015.

When purchasing heating systems we will ensure we are buying low emission heating systems. We will maintain a focus on reducing wastes, purchasing items that are low waste or recycable wherever possible. The creation of Wairoa's own environmental and business health check in Te Wairoa E Whanake will further support public value/value for money.

15. What risks are associated with the delivery of this activity?

#	Risk	Mitigation approach	Rating
1	<b>Commercial Information</b> the burnt out buildings and neighbouring buildings	- <b>Commercial Information</b>	<b>Commercial Information</b>
2	Not being able to attract the tradespeople to implement the building works	- <b>Commercial Information</b> that might encourage someone to move here for the job.	<b>Commercial Informa</b>
3	Development cost overruns including <b>Commercial Information</b>	- Seek quotes on all work and adjust accordingly. - Contingency budget will be included	<b>Commercial Informa</b>
4	Lack of tenants for burnt out buildings	- Secure tenants at Business Case stage	<b>Commere</b>
5	While the vision for the burnt out buildings is based on consultation accumulated since 2012 the business case may identify alternative uses for the burnt out buildings space.	- Business Case study delivered before the design phase so we are agile enough to adapt the space to meet the needs identified.	<b>Commere</b>
6	Individual businesses might meet with resistance to the <b>Commercial Information</b>	- Regular stakeholder communications	<b>Commercial Informa</b>

16. Will the applicant own the asset on delivery?

Yes:

No:

- If no, please describe who will own the asset.

Te Wairoa E Whanake will be a programme owned by Wairoa District Council.  
The physical buildings and infrastructure addressed by Te Wairoa E Whanake are a combination of private and public ownership and no change of ownership through this programme is envisaged.

17. When the project is delivered, what is the plan to operationalise the asset (if an asset), and maintain it through life?

*[We would like to understand what will happen after the funding has been used, and the project is delivered. Please cover how sustainable the resulting asset will be in terms of funding, skills required, and consumer demands etc.]*

As Te Wairoa E Whanake covers both private and public assets these will be managed accordingly Commercial Information

Publicly owned assets involved in the programme will be included in the Wairoa District Council and Hawke's Bay Regional Council's asset management plans.

18. What will the impact be on the applicant's financial accounts?

*[Please describe what impact the funding will have on the applicant's financial accounts over the time of the project.]*

Where possible, please provide us with the following:

- Growth forecasts / projections post project completion.
- 2 years of financial accounts.
- Current banking arrangements.
- Details of any borrowings (including lender, loan values and loan maturity dates).
- Current level of debt and equity and financial Ratios (i.e. Debt to Equity, Debt to Revenue, and Current Ratio).
- Insurance provider.

This information can be sourced and completed by the financial department at Wairoa District Council Commercial Information  
if this application is approved for the first phase of the project development (Business case and preliminary designs)

**Part D: Declarations**

Commercial Information

- 18. The contracting entity is compliant and will continue to comply with all applicable laws, regulations, rules and professional codes of conduct or practice including but not limited to health and safety and employment practices
  
- 19. Has this activity ever been declined Crown Funding in the past?
  
- 20. Has the applicant or the contracting entity ever been insolvent or subject to an insolvency action, administration or other legal proceedings?
  
- 21. Has any individual in the Project Team (including the Applicant’s Leadership Team, directors, partners, or trustees, or any key members of the project) ever been insolvent or subject to an insolvency action, administration or other legal proceedings, or actively involved in any organisation which has?
  
- 22. Has any individual in the Project Team (including the Applicant’s Leadership Team, directors, partners, or trustees, or any key members of the project) ever been adjudged bankrupt or is an undischarged bankrupt?
  
- 23. Has any individual in the Project Team (including the Applicant’s Leadership Team, directors, partners, or trustees, or any key members of the project) ever been under investigation for, or been convicted of, any criminal offence?
  
- 24. Are there any actual, potential or perceived conflicts of interest that the applicant or any of the key personnel have in relation to this project.

“In a small country like ours, conflicts of interest in our working lives are natural and unavoidable. The existence of a conflict of interest does not necessarily mean that someone has done something wrong, and it need not cause problems. It just needs to be identified and managed carefully...”

<https://www.oag.govt.nz/2007/conflicts-public-entities>

If you answered “Yes” to any question from 39 to 44, please provide a description below:

By completing the details below, the applicant makes the following declarations about its application for Provincial Growth Fund funding for the project ("application"):

- I have read, understand and agree to the Terms and Conditions of applying for Provincial Growth Fund funding which are attached as Appendix 1;
- The statements in the application are true and the information provided is complete and correct, and there have been no misleading statements or omissions of any relevant facts nor any misrepresentations made;
- I have secured all appropriate authorisations to submit the application, to make the statements and to provide the information in the application;
- I have obtained the permission of each member of the Project Team to provide the information contained in this application and those individuals are aware of, and agree to, the Terms and Conditions of applying for Provincial Growth Fund funding which are attached as Appendix 1;
- I consent to this application being publically released if funding is approved. I have identified the commercially sensitive and personal information.
- The applicant warrants that it has no actual, potential or perceived conflict of interest (except any already declared in the application) in submitting the application, or entering into a contract to carry out the project. Where a conflict of interest arises during the application or assessment process, the applicant will report it immediately to the Provincial Development Unit by emailing [PGF@mbie.govt.nz](mailto:PGF@mbie.govt.nz); and
- I understand that the falsification of information, supplying misleading information, or the suppression of material information in this application, may result in the application being eliminated from the assessment process and may be grounds for termination of any contract awarded as a result of this application process.
- The applicant consents to the Provincial Growth Fund undertaking due diligence including any third party checks as may be required to fully assess the application.

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**Full name:**

**Steven May**

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**Title / position:**

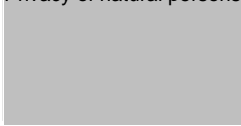
**Chief Executive Officer**

**Wairoa District Council**

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**Signature / eSignature:**

Privacy of natural persons



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**Date:**

**19 June 2019**

## **Appendix 1 – Terms and Conditions of this Application**

### **General**

The terms and conditions are non-negotiable and do not require a response. Each applicant that submits a request for Provincial Growth Fund (“PGF”) funding (each an “application”) has confirmed by their signature (or e-signature) on the application that these terms and conditions are accepted without reservation or variation.

The Provincial Growth Fund is a government initiative which is administered by the Provincial Development Unit, a unit within the Ministry of Business, Innovation and Employment. Any reference to the Provincial Development Unit in these terms and conditions, is a reference to MBIE on behalf of the Crown.

### **Reliance by Provincial Development Unit**

The Provincial Development Unit may rely upon all statements made by any applicant in an application and in correspondence or negotiations with the Provincial Development Unit or its representatives. If an application is approved for funding, any such statements may be included in the contract.

Each applicant must ensure all information provided to the Provincial Development Unit is complete and accurate. The Provincial Development Unit is under no obligation to check any application for errors, omissions, or inaccuracies. Each applicant will notify the Provincial Development Unit promptly upon becoming aware of any errors, omissions, or inaccuracies in its application or in any additional information provided by the applicant.

### **Ownership and intellectual property**

Ownership of the intellectual property rights in an application does not pass to the Provincial Development Unit. However, in submitting an application, each applicant grants the Provincial Development Unit a non-exclusive, transferable, perpetual licence to use and disclose its application for the purpose of assessing and decision making related to the PGF application process. Any hard copy application or documentation supplied by you to the Provincial Development Unit may not be returned to you.

By submitting an application, each applicant warrants that the provision of that information to the Provincial Development Unit, and the use of it by the Provincial Development Unit for the evaluation of the application and for any resulting negotiation, will not breach any third-party intellectual property rights.

### **Confidentiality**

The Provincial Development Unit is bound by the Official Information Act 1982 (“OIA”), the Privacy Act 1993, parliamentary and constitutional convention and any other obligations imposed by law. While the Provincial Development Unit intends to treat information in applications as confidential to ensure fairness for applicants during the assessment and decision making process, the information can be requested by third parties and the Provincial Development Unit must provide that information if required by law. If the Provincial Development Unit receives an OIA request that relates to information in this application, where possible, the Provincial Development Unit will consult with you and may ask you to confirm whether the information is considered by you to be confidential or still commercially sensitive, and if so, to explain why.

### **Use and disclosure of information**

The Provincial Development Unit will require you to provide certain information, including personal information, on application forms if you wish to apply for funding. If you do not provide all of the information that is required on an application form, the Provincial Development Unit may be unable to process or otherwise progress your application.

MBIE will generally only use personal information provided in the application process for the purpose of administering the PGF which includes assessing an application you have submitted, contracting, monitoring compliance and reporting.

We may use personal information provided to us through the application for other reasons permitted under the Privacy Act (e.g. with your consent, for a directly related purpose, or where the law permits or requires it).

The Provincial Development Unit may disclose any application and any related documents or information provided by the applicant, to any person who is directly involved in the PGF application and assessment process on its behalf including the Independent Advisory Panel (“IAP”), officers, employees, consultants, contractors and professional advisors of the Provincial Development Unit or of any government agency. The disclosed information will only be used for the purpose of participating in the PGF application and assessment process, including assessment and ongoing monitoring, which will include carrying out due diligence. Due diligence may involve MBIE disclosing information to another MBIE business unit or relevant agency in order to assess the application and verify the information contained in the application and accompanying documents.



MBIE will generally not otherwise disclose personal information provided or collected through this application unless required or otherwise permitted by law. For example, we may seek your consent to undertake additional due diligence checks and request information from other relevant third parties. If an application is approved for funding, information provided in the application and any related documents may be used for the purpose of contracting.

In the interests of public transparency, if an application is approved for funding, the application (and any related documents) may be published by the Provincial Development Unit. Commercially sensitive and personal information will be redacted by reference to the provisions of the Official Information Act 1982.

#### **Limitation of Advice**

Any advice given by the Provincial Development Unit, any other government agency, their officers, employees, advisers, other representatives, or the IAP about the content of your application does not commit the decision maker (it may be Senior Regional Officials, Ministers or Cabinet depending on the level of funding requested and the nature of the project) to make a decision about your application.

This limitation includes individual members of the IAP. The IAP's recommendations and advice are made by the IAP in its formal sessions and any views expressed by individual members of the IAP outside of these do not commit the IAP to make any recommendation.

#### **No contractual obligations created**

No contract or other legal obligations arise between the Provincial Development Unit and any applicant out of, or in relation to, the application and assessment process, until a formal written contract (if any) is signed by both the Provincial Development Unit and a successful applicant.

#### **No process contract**

The PGF application and assessment process does not legally oblige or otherwise commit the Provincial Development Unit to proceed with that process or to assess any particular applicant's application or enter into any negotiations or contractual arrangements with any applicant. For the avoidance of doubt, this application and assessment process does not give rise to a process contract.

#### **Costs and expenses**

The Provincial Development Unit is not responsible for any costs or expenses incurred by you in the preparation of an application.

#### **Exclusion of liability**

Neither the Provincial Development Unit or any other government agency, nor their officers, employees, advisers or other representatives, nor the IAP or its members will be liable (in contract or tort, including negligence, or otherwise) for any direct or indirect damage, expense, loss or cost (including legal costs) incurred or suffered by any applicant, its affiliates or other person in connection with this application and assessment process, including without limitation:

- a) the assessment process
- b) the preparation of any application
- c) any investigations of or by any applicant
- d) concluding any contract
- e) the acceptance or rejection of any application, or
- f) any information given or not given to any applicant(s).

By participating in this application and assessment process, each applicant waives any rights that it may have to make any claim against the Provincial Development Unit. To the extent that legal relations between the Provincial Development Unit and any applicant cannot be excluded as a matter of law, the liability of the Provincial Development Unit is limited to \$1.

Nothing contained or implied in or arising out of the PGF documentation or any other communications to any applicant shall be construed as legal, financial, or other advice of any kind.

#### **Inducements**

You must not directly or indirectly provide any form of inducement or reward to any IAP member, officer, employee, advisor, or other representative of the Provincial Development Unit or any other government agency in connection with this application and assessment process.

### **Governing law and jurisdiction**

The PGF application and assessment process will be construed according to, and governed by, New Zealand law and you agree to submit to the exclusive jurisdiction of New Zealand courts in any dispute concerning your application.

### **Public statements**

The Provincial Development Unit and any other government agency, or any relevant Minister, may make public in whole or in part this application form including the following information:

- the name of the applicant(s)
- the application title
- a high-level description of the proposed project/activity
- the total amount of funding and the period of time for which funding has been approved
- the region and/or sector to which the project relates

The Provincial Development Unit asks applicants not to release any media statement or other information relating to the submission or approval of any application to any public medium without prior agreement of the Provincial Development Unit.

### **Electronic signature**

You can only file documents and information with us using an electronic signature if you're the signatory, or have authority to act on behalf of the signatory, and are using software that complies with our standards, in particular keeping records of transactions where an electronic signature has been used. Once a document with your electronic signature has been filed with us, we consider the information:

- has been provided with your full knowledge and agreement
- is authentic and accurate
- wasn't amended after your electronic signature was added to the document, unless a change has been clearly marked on the document.

You're responsible for:

- safeguarding how and when your electronic signature and credentials are used on documents and information
- managing who has authority to use your electronic signature on your behalf, for example, a chartered accountant.

If your electronic signature on a document or information is filed with us, you won't be able to dispute having signed and approved the document or information. If we question the authenticity of an electronic signature or online transaction, you must be able to demonstrate on request the validity of the software used to apply your electronic signature to the document.

You must use electronic signature software that captures authentication, time and source details for any online transaction where a document with your electronic signature has been filed. These details must be held within the software itself, in the form of a file that:

- is maintained in its original form with no amendments, and
- can be provided to us, if requested, within a specified time.

The file must be treated as a record, as defined by the Companies Act 1993, and a business record as defined by the Evidence Act 2006.

## Appendix 2 - Operational criteria for all tiers of the Fund

### Link to Fund and government outcomes

- Demonstrate the ways in which the project will contribute to lifting the productivity potential of the region
- Demonstrate how the project contributes to the Fund's objectives of:
  - more permanent jobs
  - benefits to the community and different groups in the community
  - increased utilisation and returns for Māori from their asset base (where applicable)
  - sustainability of natural assets (e.g. water, soil integrity, the health and ecological functioning of natural habitats)
  - mitigating or adapting to climate change effects, including transitioning to a low emissions economy
- Clear evidence of public benefits (i.e. benefits other than increased profitability for the applicant)
- Are in a Government priority region or sector

### Additionality

- Project is not already underway, does not involve maintenance of core infrastructure or assets (except for rail and transport resilience initiatives), and does not cover activities the applicant is already funded for (funding could be considered to increase the scale of existing projects or re-start stalled projects)
- Demonstrated benefit of central Government investment or support
- Detail of any supporting third party funding (and any funding sought unsuccessfully)
- Acts as a catalyst to unlock a region's productivity potential
- Demonstrated links to other tiers of the Fund and related projects, to maximise value of Government investment

### Connected to regional stakeholders and frameworks

- Evidence of relevant regional and local support, either through existing regional development mechanisms, or through another relevant body such as a council, iwi or other representative group (or reasons for any lack of local support)
- Has been raised and discussed with the region's economic development governance group
- Alignment with, or support for the outcomes of, any relevant regional development plan, Māori development strategy or similar document (whether regional or national)
- Demonstrated improvement in regional connectedness (within and between regions)
- Leverage credible local and community input, funding, commercial and non-commercial partners
- Utilise existing local, regional or iwi/Māori governance mechanisms

### Governance, risk management and project execution

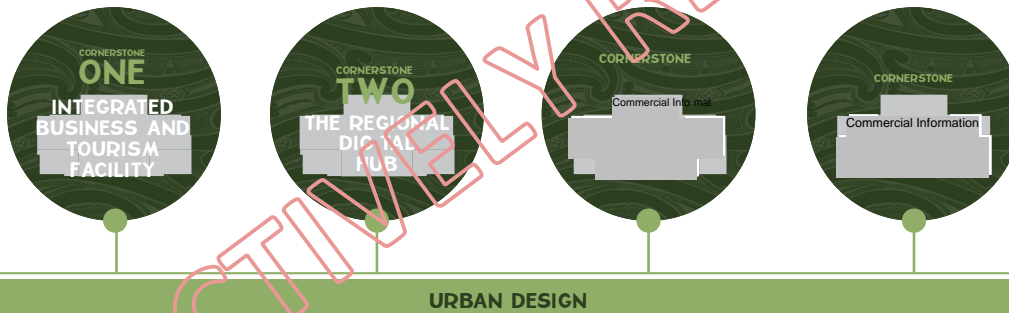
- Evidence of robust project governance, risk identification/management and decision-making systems and an implementation plan appropriate to the size, scale and nature of the project
- Future ownership options for capital projects, including responsibility for maintenance, further development, and other relevant matters
- Benefits and risks clearly identified and quantified, depending on the scale of the initiative
- Evidence of potential exit gates and stop/go points, and a clear exit strategy
- Clearly identifies whole of life costs (capital and operating)
- Dependencies with other related projects are identified
- Evidence of sustainability after conclusion of PGF funding
- Adequacy of asset management capability (for capital projects)
- Compliance with international obligations (where relevant)

# TE WAIROA E WHANAKE IS THE WAIROA TOWNSHIP PACKAGE

Our priority is for Wairoa to receive parity with the rest of New Zealand through the consideration of this application.

Through the Provincial Growth Fund process, we have refined Te Wairoa E Whanake to have the most immediate impact with long-term benefits for our CBD. We have identified four clearly defined cornerstones, encompassed by a clever urban design, to ensure the revitalisation of Wairoa's CBD delivers diversification of economic activity, logical connections between people, spaces, character of buildings and an environment that encourages high pedestrian counts, employment, profit and investment.

## THESE FOUR CORNERSTONES ARE:



A clever urban design for Wairoa is paramount. The built environment in the CBD is where our rural and urban families connect and community and economic life takes place. Clever design plays a vital role in securing spaces that are socially, economically, and environmentally sustainable. This is required by the Wairoa District Council to assist it in providing appropriate development solutions that complements our unique natural setting, incorporates our culture and heritage and encourages people to visit, work and live in the Wairoa District.

It's about building on our local assets by restoring and renovating our existing areas and giving the Wairoa Township a design plan that will guide the delivery of a visually appealing, secure physical environment that will create economic confidence in the district and become the catalyst to further outside investment. The positive commercial impact of the results from implementing a clever urban design into Wairoa's CBD is likely to be instantaneous.

This targeted co-funded investment into the Wairoa township will instantly lift and secure business confidence retaining and attracting further investment to put Wairoa onto a sturdy platform for the future.

Te Wairoa E Whanake has financial commitments from the [REDACTED] Commercial Information

## TE WAIROA E WHANAKE WILL BE DELIVERED INTO TWO STAGES

- Stage One: Planning and defining  
PGF request: \$ [REDACTED]
- Stage Two: Implementation  
PGF request: \$ [REDACTED]

TE WAIROA E WHANAKE

# STAGE ONE

PLANNING & DEFINING

## BUSINESS CASE AND URBAN DESIGN PLAN

### TE WAIROA E WHANAKE - THE BUSINESS CASE

To define the project parameters "The Business Case" will include:

1. Project costings and spreadsheets
2. Property purchase and settlement for sites 1 & 2
3. Urban design engagement process
4. Stakeholder engagement process
5. Wairoa's community needs analysis
6. Community consultation for best purpose use – burnt out buildings
7. Community consultation – after the urban design preliminary designs are formed.
8. **Commercial Information**
9. Geotechnical assessment for site 1
10. Building Consents listed and costed
11. Demolition plan and costs for site 1
12. Tender process for construction
13. Expressions of Interest – Te Wairoa E Whanake Building Team
14. Estimated Trades Training/Apprenticeship student numbers involved in the project.
15. Sample contract for trades training, employment inclusion into the redevelopment
16. Snapshot CBD audit – examining existing conditions to identify how traffic behaves, pedestrian and cycle activities, parking availability
17. An impact assessment on moving the i-Site to the new location;
18. **Commercial Information**
19. i-Site Tourism numbers
20. Key anchor tenants for the new building site
21. Operating model and detail of the Rocket Lab Education Centre
22. Operating model and finance model for the rebuild
23. Environmental sustainability audit to gather a thorough understanding of the total waste stream, material sources and flows. Including existing waste provision services and council's financial limitations. Collection of any current monitoring data of the CBD
24. Implementation plan and timelines
25. Operations overview
26. Risk assessment plan – discern the risks and issues associated with each solution



# TE WAIROA E WHANAKE - THE URBAN DESIGN PLAN

- Preliminary Design
- Developed Design
- Detailed Design

## The scope of work included in Te Wairoa E Whanake's Town Design:

1. The built landscape – clever design and character for the CBD
2. Views and gateways - currently Wairoa's existing road corridors do not promote visual linkage into the community or convey strong community image
3. History and Heritage – Incorporating Te Wairoa Reorua bilingual Wairoa 2040 strategy into the design
4. Gathering places and focal points
5. Heritage and special character buildings
6. Mixed-use building usage for residential apartment living, retail, office space, hospitalit , market activities and entertainment spaces at site 1 & 2.
7. Interconnected street network to distribute traffic evenly and provide pedestrian friendly developments
8. Crime Prevention through Environmental Design (CPTED) using smart lighting solutions
9. Promotion of the CBD as a multi-activity destination
10. Environmentally sustainable design strategies for cultural change (zero waste)
11. Innovative local energy solutions for energy efficiency in the CBD combining public lighting management and council's resources to create a smart and resilient town, with smart street lighting, road lighting, LED, energy saving systems
12. Commercial Information
13. Commercial Information

## The benefits:

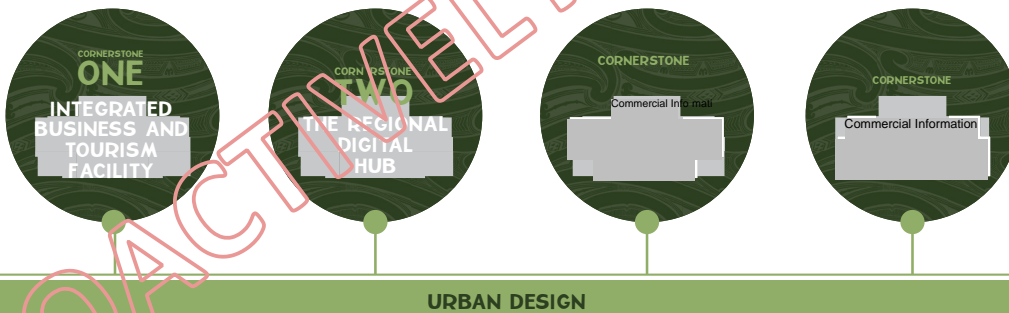
- Provide greater social equity
- Buoyant economy and further employment
- Enhance property values
- Reduce criminal opportunity by fostering positive social interaction using human surveillance and activity, improved sightlines, access control and space management.
- Attract highly skilled workers and high-tech businesses
- Increase the use of public space and supported associated business
- Enable opportunities for greater participation in community and cultural activities
- Extend the economic life of buildings and public spaces for the future
- Provide universal access along routes that link up key destinations to make it the safest and most accommodating of pedestrian routes.
- Allow parking and transport infrastructure to be used more efficiently and designed to encourage increased commercial activity
- Encourage walking and cycling, bringing health benefits to our community
- Increase the viability of local shops and facilities
- Mixed use development enhances security and safety
- Wairoa will become known as an environmentally responsible town
- Tourists and investors are attracted by distinctiveness and Wairoa has the ability to gain a valuable "competitive edge" by virtue of its character by embracing Te Wairoa Reorua bilingual Wairoa 2040 strategy throughout the town.
- An environmentally responsible lighting system with improved safety conditions for drivers and pedestrians utilising alternative sources
- Public Investment will encourage further private investment and development into the CBD and a vibrant and healthy CBD will also encourage investment into the wider district, particularly from agricultural and horticultural sectors.





## FOUR CORNERSTONES

These four cornerstones encompassed by a clever urban design will instantly lift and secure business confidence retaining and attracting further investment to developing a sturdy platform for Wairoa’s future.



### 1. INTEGRATED BUSINESS AND TOURISM FACILITY

PGF request: \$ Commercial Information

PGF funding is sought to assist in the transformation of the central main street block by:

- Redeveloping the burnt-out building site (site 1) into a multi-use development
- Relocating the i-Site to the main street and including a Rocket Lab/Space Education Centre onto the neighbouring site (site 2).

The Integrated Business Facility is envisaged to become a mixed-use development that is likely to incorporate shared co-working spaces, all weather Market space, retail, hospitality and residential apartments. This will be defined by the business case.

Moving the i-Site Commercial Information to a central location next to the “Integrated Business Facility” instantly increases foot traffic along the main street, improves connectivity, showcases the town to visitors and increases the potential of in town spend. The inclusion of a Rocket Lab/Space Education Centre ensures the tourism value of this business is realised, a vision shared by the Wairoa District Council.

This block is currently ‘deadzone’ disconnecting the East end from the West end of Marine Parade and discouraging main street thoroughfare. We seek to rectify this through the Te Wairoa E Whanake and improved urban design.

## 2. REGIONAL DIGITAL HUB

Total request: \$ <sup>Commercial Inform</sup>

The Digital Hub will be the catalyst in forming an integrated community facility based at the Wairoa library, situated on the main street, with shared resources to spark community innovation and creativity. It will become a place where the Wairoa community is reflected, a means for achieving community and personal goals such as e-commerce and small business incubation and an environment of safety, innovation and education.

Please refer to the separate Regional Digital Hub application for further information on this.

3.

<sup>Commercial Information</sup>

## AND URBAN DESIGN IMPLEMENTATION

PGF request: \$ <sup>Commercial Inform</sup>

<sup>Commercial Information</sup>

. This initiative has already received significant financial commitment with \$ <sup>Commercial Inform</sup> from the PGF funding being the crucial catalyst for this development to begin. <sup>Commercial Information</sup>

<sup>Commercial Information</sup>

4.

<sup>Commercial Information</sup>

Total request: \$ <sup>Commercial Informatio</sup> in this application

<sup>Commercial Information</sup>

<sup>Commercial Information</sup>

# WAIROA'S CURRENT ECONOMIC SNAPSHOT

Te Wairoa E Whanake will catalyse economic development in Wairoa through its very design, however recent investments in the district demonstrate positive changes already developing which will be further complemented by main street revitalisation. Infometrics estimates show that the Wairoa economy grew 2.3% over the June 2019 year and increased construction activity, with residential consent numbers up 43%, and non-residential consent values up 90%. **Commercial Information**

Rocket Lab has recently constructed a launch site in Mahia, employing **Comm** people however it is scheduled to **Commercial Infor** its capacity with more frequent launches.

## LIST OF APPENDICES:

1. Wairoa Digital Hub
2. Draft budget **Withheld - commercial information**

### LETTERS OF SUPPORT:

3. **Commercial Information**
4. **Commercial Info**
5. **Commerci**
6. **Commercial Information**
7. **Commercial Information**
8. **Commercial Information**
9. **Commercial Information**

PROACTIVELY RELEASED