

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 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:

The Rope which Binds the Coast (Appendix 1 - pdf Pounamu Pathway graphic)
A unique, cutting edge visitor experience bringing together West Coast Māori and Pākehā culture and heritage to life through inclusive, immersive, contemporary storytelling. The technological 'wow' factor, interactive display and connection to existing visitor networks will ensure the visitor is compelled to remain in the region longer.

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

Legal Name:	Te Rūnanga o Ngāti Waewae Incorporated
Entity Type:	Incorporated Society
Registered Offices / Place of Business:	PO Box 37, Hokitika 1 Old Christchurch Road, Arahura, Hokitika
Identifying Number:	455174
Organisation's Website:	https://ngaitahu.iwi.nz/te-Rūnanga-o-ngai-tahu/papatipu-Rūnanga/ngati-waewae/

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

Contact Name and Role:	Francois Tumahai, Chairperson		
Email Address:	Francois.Tumahai@ngaitahu.iwi.nz	Telephone:	Privacy of natural persons

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

Te Rūnanga o Ngāti Waewae, a hapū of Poutini Ngāi Tahu, are centred at Arahura and are the tangata whenua of Westland, Grey and Buller districts, situated on the West Coast of the South Island, New Zealand. The boundaries of Ngāti Waewae are set at Kahurangi Point to the north and the Poerua River to the south. Ngāti Waewae membership currently sits at 5000 individuals who Whakapapa to the tipuna of Te Tai o Poutini.

The Rūnanga has two legal entities with a clear separation between the commercial and social activities:

1. Te Rūnanga o Ngāti Waewae Incorporated Society is a charitable entity which manages the operational and social activities of Ngāti Waewae including the Arahura Marae Complex. The Rūnanga has an executive team of 9 with a chair, deputy chair, secretary, treasurer and 5 other executive members.

The rūnanga has a number of sub-committees tasked to achieve their strategic outcomes.

2. Arahura Holding Limited, a charitable company, is the commercial arm of Ngāti Waewae. The company has two directors and a chief executive officer tasked with managing the many investments which currently include land and property, commercial infrastructure, forestry, mining, manufacturing and retail, R&D, tourism operations, event management and environmental management. The company is tasked with the growth and protection of Ngāti Waewae assets.

Te Rūnanga o Ngāti Waewae as Mana Whenua lead this application for a group of stakeholders: Buller District Council, Grey District Council, Westland District Council, Development West Coast, Mawhera Inc. and the Department of Conservation.

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

7. What type of funding is this application for:

[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?

Start Date:	Commercial Information	Completion Date:	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.

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:

Source of Funding: <i>[please indicate where all other funding is sourced from, noting who the funder is]</i>	\$ (excluding GST)	Status / Commentary <i>[i.e. received / confirmed / in principle]</i>
Provincial Growth Fund Funding (through this application)	\$ Commercial Information	This application, costs below, plus a Commercial Information % contingency on works
Comprised of:		
Hubs fit-out and design – average cost (Commercial Information)	\$ Commercial Information	Variation from one hub to the next is likely
Pouナム Pathway web presence, social media presence, web design work	\$ Commercial Inform	
Project Management office	\$ Commercial Information	Based on other similar undertakings; consultation with experts
Reservations and CRM systems	\$ Commercial Inform	Ticketing, entry, POS upgrade
Pou Whenua work	\$ Commercial Information	
Untamed Natural Wilderness Highway rebranding and signage	\$ Commercial Inform	Consultation with DWC and NZTA
Co Funding Contributions		
Buller District Council, Grey District Council, Development West Coast, Mawhera Inc., Westland District Council, DOC, Ngāti Waewae, Ngāi Tahu	\$ Commercial Information	Buildings and operational contributions year one
Comprised of:		
Operational Contributions:	\$ Commercial Inform	Secured for Commercial Inform
DOC	\$ Commercial Inform	
WDC	Commercial Informatio	
GDC	\$ Commercial Inform	
BDC	\$ Commercial Inform	

PROACTIVELY RELEASED

Capital Contributions:	\$ Commercial Information	
Haast building - DOC	\$ Commercial Information	
Hokitika building - Ngāti Waewae	\$ Commercial Information	
Greymouth building - DWC and Mawhera Inc.	\$ Commercial Information	
Westport building - BDC	Commercial Information	
Pou Whenua - Ngāti Waewae, Makaawhio and Ngāi Tahu	\$ Commercial Information	
Total Project:	\$ Commercial Information	

Part B: Project Description

13. This application is: “a stand-alone activity” or “in support of a wider project/programme”

14. Will additional funding be required in the future? Yes: No:

If Yes, please describe at a high level, what this may include, and when this is likely to be applied for.

[Insert your commentary here]

15. Has a feasibility study, or equivalent, been conducted prior to this application? Yes: No:

- If Yes, please provide a copy, including an overview of the feasibility study and any outcomes.
- If No, please explain why not; and how feasibility/viability of the project has been assured.

The Pounamu Pathway project is based on a range of other projects already discussed across the West Coast region. Feasibility thinking has arisen from feasibility studies that were completed for other prior applications and funded projects from other agencies, Commercial Information

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

The proposed Pounamu Pathway is a network of experience centres, extending along State Highways 6 & 67 from Karamea in the north of the West Coast to Haast in the south. The Pathway links the region’s six iconic attractions of the Oparara Arches (Karamea), Lake Brunner, the Hokitika Gorge, Glacier Country, The Pancake Rocks at Punakaiki and Haast’s UNESCO World Heritage Area. The Pathways’ Experience Centres are in Westport, Greymouth, Hokitika and Haast, and will bring West Coast Maori and Pakeha culture and heritage to life through inclusive, immersive, contemporary storytelling using the latest, world class, interactive technology.

While the Pathway is intended to stand on its own commercially, success in this venture will only be achieved through the following partnerships:

- DOC providing the existing Haast visitor centre, repurposed, as a hub on Pounamu Pathway
- Buller District Council providing a site in central Westport adjacent the existing Coaltown Museum and I-Site
- Development West Coast, Grey District Council, Mawhera Inc. and others coming together to invest \$^Cme in a Pounamu Pathway site in central Greymouth
- Westland District Council, Ngati Waewae and others coming together to invest \$^Cme in a Pounamu Pathway site in central Hokitika

The Pounamu Pathway is the final piece in the jigsaw of the highly successful ‘Untamed Natural Wilderness’ West Coast Tourism Strategy, which also has strategic fit with the soon to be released Tai Poutini Māori Tourism Strategy, and the West Coast Heritage Strategy. To date, the ‘iwi’ piece has been missing from regional strategy – the Pounamu Pathway completes both the Māori story and the Pākehā story, links it to the visitor economy, and includes the Pou Whenua trail within it (described below, and in Appendix 12).

Pounamu Pathway connects with recently funded PGF projects, such as the Ōpārara Arches, Dolomite Point/Punakāiki development, Old Ghost Road and West Coast Wilderness Trails, Kawatiri Coastal Trail, KiwiRail TranzAlpine, and Rūnanga Miners’ Hall. This project will link all of these investments via a planned cohesive Destination Management approach to ensure success.

See Appendix 2. For Strategic Fit.

See Appendix 3. For Visitor Experience Map

See Appendix 4. For Visitor Flows Map

WHAT

- **PAID VISITOR-CENTRIC TECHNOLOGY EXPERIENCES** Nationally significant, world class. Innovative, experiential, interactive, & participatory - never static content

- **VISITOR WOWING DELIVERY** Compelling & inclusive story-telling of West Coast culture & heritage. Bringing Maori stories to life.

- **FOUR LOCATIONS** Westport, Greymouth, Hokitika & Haast

- **PAID AND NON-PAID OFFERING**

- **STANDARDISED DELIVERY & OPERATIONAL MODEL** One brand & product across all sites, each with own theme and content. Franchise-like

HOW

- **WEST COAST-WIDE NETWORK** Experience centres driving visitor flow seeking to increase visitor stays and spend

- **HUB AND SPOKES MODEL** Driving visitors to other key West Coast sites

- **MARKETING PRODUCT THROUGH RTO** To reach target market

- **SIGNIFICANT CO-CONTRIBUTION** \$ Commercial Information for build plus ongoing opex (Commercial Information)

- **ECONOMICALLY VIABLE** Ongoing self-sustaining commercial model

- **ECO-FRIENDLY AND LOW CARBON** Construction and operation principles

WHO

- **COLLECTIVISED REGIONAL BUY-IN**
United collective of West Coast Iwi/Māori, Councils, Government agencies and NGOs
- **IWI/MĀORI-LED**
Ngāti Waewae lead applicant on behalf of above consortium
- **CO-FUNDED**
Approx. Common % of project costs committed by consortium
- **COMPETENCY-BASED GOVERNANCE**
Specialised model for investment and operation with quality infrastructure build oversight. Centralised management

WHY

- **AUTHENTIC STORY-TELLING OF LOCAL CULTURE & HERITAGE**
Through cutting-edge technology experiences (not available at present on the West Coast)
- **CREATION OF LOCAL JOBS AND BUSINESSES**
Including Māori workforce development - local economy development
- **INCREASE VISITOR STAY AND SPEND ON WEST COAST**
- **NETWORK EFFECT** Enhanced value from connected delivery over multiple sites

The funding is required for the Project/Product Development and fit-out of the four experience centres that will

deliver the Pounamu Pathway product for the region to manage.

A network of four experience centres from Haast to Westport, joined by a common West Coast theme 'Pounamu', and a physical pathway, the 'Untamed Natural Wilderness' Highway.

The Pounamu theme is intrinsically West Coast and will have strong visitor appeal.

The Pounamu Pathway Project is supported by a united collective of West Coast Iwi, Councils, NGO's and Govt. Agencies. It has co-funding of both capex and future op-ex to ensure this is a viable and sustainable entity once launched. It will be managed by a competency-based model for investment, project management and ongoing operation.

See Appendix 5: Region wide stakeholder network

See Appendix 8: Project Governance

A summary of benefits for the region:

- An exciting new product to invigorate the Tourism sector on the West Coast linking to existing icons and tourism product, delivering sustainable local employment outcomes into the future
- The Pathway will assist the destination management strategy of changing visitor flows on the Coast by encouraging the visitor to stay longer in the region and increase visitor expenditure. Visitors to the Pathway will on average stay 0.2 to 0.4 days longer than previously. Current average spend per night is \$148 per day for the Free Independent Traveller (FIT) (80% of visitors to the Coast are FITs) so incremental growth in stay for this category nets large gains for the West Coast economy
- A paid attraction – currently 86% of the West Coast is in the DOC estate, with no entry fees to visit the key icons. This product will target higher spending visitor categories
- An opportunity to showcase 'West Coast' made products through retail sales in each experience centre, providing a secondary revenue stream
- Employment opportunities through the launch of this new product – up to 10 FTEs in the Hubs, a central Project Management office of 3-4 FTEs and approx. 40 FTEs during the construction/fit-out phase.
- Significant investment in the Māori economy. Commercial Information
- In addition, the Pou Whenua project (Appendix item 12) is a sub initiative of Pounamu Pathway, with Pou placement at the four experience centres and six West Coast icon sites, and providing opportunities for other Māori eco-cultural initiatives
- Opportunity to hear the rich Māori stories that have not been shared extensively and link to Ka Huru Manu – the Ngāi Tahu Cultural Mapping Project
- This technologically innovative product will change the perception of local West Coasters and outside investors for opportunities into the future that will lift the productivity of the West Coast
- Pounamu Pathway signals the movement of the West Coast from traditional extractive industry to the new economy – added value through world class, significant, paid visitor experiences. A critical project to shift the dial for the West Coast.
- Pounamu Pathway is a catalyst for collaboration across the West Coast, and clarity of vision for the future

What Does Success Look Like?

- 13 to 14 new full-time jobs, plus up to 40 during construction phase
- Enhanced visitor value capture by providing better quality paid experiences



Strategic Outcomes:



Mana and social fabric is reinforced by giving back voice to the Maori community

Collaboration across the region

Central Government invests in strategic tourism assets for the benefit of the West Coast economy

Stronger links to stories of the land and community pride in telling visitors our local stories



Visitor stay, spend and GDP are increased



Sustainable jobs and training opportunities are created



Regional cohesion and growth through the network effect of connecting operators



There is an increase in supply of paid visitor experiences

STRATEGIC OUTCOMES



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

This project was borne out of a workshop held on 21 January 2019. Due to the number of applications or potential applications for 'built attractions and museums', the PDU team asked the West Coast 'What stories should be told and Where should they be told'? 36 people attended the workshop – a passionate group that represented all three District Councils, the Regional Council, Iwi and Rūnanga (Ngāi Tahu, Ngāti Waewae, Makaawhio), DOC, Development West Coast, local museum curators, and Heritage West Coast. The project concept is the culmination of West Coast Strategies and stories.

The original Māori trade routes connect with today's Pounamu Pathway at the 'gateways' to the West Coast bringing to life the authentic stories of the West Coast in a compelling way.

To deliver a world class, sustainable product, assistance is sought from the PGF. This product emphasises adding value to tourism through a high yield commissionable product and will target the more affluent visitor with disposable income (both International and Domestic visitors). A recognised trend of visitor requirements (both International and domestic) is for hearing indigenous stories of the land told by the communities 'at the place' of the story. Thus, offering community engagement with the product in bringing the stories to life.

The District Councils and DOC will be providing op-ex in the first Commercial Infor to assist the launch of the Product. The West Coast Tourism team will market the Pounamu Pathway as part of their portfolio aligning with the West Coast Tourism Strategy.

West Coast Tourism has enjoyed good growth (12.6% growth in GDP 2018 v. 2017). To continue this growth, the West Coast must continue to innovate and deliver high yield monetised products. This aligns with MBIE NZ Tourism Strategy and destination management approach for transitioning visitors away from traditional hot spots.

This product will bring the West Coast Tourism Strategy to life as an 'added value' tourism product through the use of cutting edge technology (there are three tech companies in New Zealand capable of delivering story telling through a totally immersive experience) to ensure the visitor definitely experiences the 'WOW' factor.

The creation of the four visitor experience centres within the Pathway offers other tourism operators the potential to link their products and grow their business.

This will also send a clear message to Investors that the West Coast is growing from its commodity base into new connections.

Building on the developed, but yet to be released, Tai Poutini Māori Tourism Strategy, this project will assist in growing the Māori economy, offering new jobs and training, further assisting in the restoration of mana and reinforcing social fabric through Māori storytelling. Commercial Information

Further, Pounamu Pathway incorporates Te Tai Poutini Pou Whenua Project (The Pou Whenua Project) which is an integral part of Te Ara Pounamu. This initiative is essentially about building tourism on the West Coast, and like the Pounamu Pathway, presents the West Coast Rūnanga with an opportunity to tell their stories of the land and ancestors. The Pou Whenua Project is a key initiative identified by the Te Tai Poutini Māori Tourism Strategy. Critically, engagement with both Rūnanga has seen a willingness to have pou (carved posts to traditionally mark boundaries or sites of significance) placed at the Pounamu Pathway hub sites and at the six West Coast icon sites of Ōpārara, Punakāiki, Lake Brunner, Hokitika Gorge, Glacier Country and Haast.

Outcomes:

- The Pou Whenua Project will connect the cultural narrative to the landscape enhancing visitor experience and adding the cultural dimension to Tourism West Coast.
- 70% of visitors desire more cultural experiences. The Pou Whenua Project will create opportunities for visitors to view their travel experience through an indigenous lens.

- Each pou will tell its own unique cultural story and be connected to an overall cultural narrative Te Rūnanga o Ngāti Waewae and Te Rūnanga o Makaawhio have agreed to.

Delivery of the Pou Whenua project will take at least Commercial Info to complete and employ in excess of nine persons. They will be involved in varying capacities including the design, construction, carving and installation.

The transmission of new skills and design techniques to emerging young carvers will be an integral part of the process.

The benefits to regional development are:

- Addition of the missing cultural component to West Coast Tourism
- Providing opportunities to slow the visitor and increasing visitor length of stay
- Providing direct employment opportunities through pou construction
- Providing opportunities for eco-cultural initiatives that spin-off the pou for whānau

Pounamu Pathway provides the last jigsaw piece for PGF investment on the West Coast. It maximises investment and links key PGF projects:

- Connectivity initiatives
- Rail (Tranz Alpine)
- Ōpārara Arches
- West Coast Wilderness Trail
- Kawatiri Coastal Trail
- Old Ghost Road
- Pancake Rocks (Dolomite Point)
- Paparoa and Pike 29
- Hokitika Gorge

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

Support has been given by all Regional Leaders and agencies (see letters of support in Appendix)

The united collective includes: **Letters of support have been withheld - Commercial Information**

- Buller District Council
- Grey District Council
- Westland District Council
- West Coast Regional Council
- Development West Coast
- Te Rūnanga o Ngāti Waewae
- Te Rūnanga o Makaawhio
- Mawhera Inc.
- Te Rūnanga o Ngāi Tahu (Pou Whenua)
- DOC
- Te Puni Kōkiri

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

[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	✓	This project will bring significant new economic activity through new tourism ventures associated with the Pounamu Pathway. Encouraging more visitors to stay longer will bring economic benefits to the Coast
2. Enhance utilisation of and/or returns for Māori assets	✓	An integral part of the Pounamu Pathway is the enhancement of the Māori economy. This comes via Māori Storytelling and the Pou Whenua project. The Pounamu Pathway will facilitate associated Māori tourism projects, increasing the social and economic benefits for West Coast Rūnanga.
3. Increase productivity and growth	✓	<ul style="list-style-type: none"> • Increase in West Coast visitor length of stay • Increase in visitor spend by 2024 of just over \$^{Commercial} on the West Coast • Increase in GDP of \$^{Commercial} over the same period
4. Increase local employment and wages (in general and for Māori)	✓	Employment opportunities through the launch of this new product – up to 10 FTEs in the Hubs, a central Project Management office of 3-4 FTEs and approx. 40 FTEs during the construction/fit-out phase The Pounamu Pathway will create opportunities for employment for both Pākehā and Māori. There will be additional jobs in the creation of the Pou Whenua project – up to nine roles proposed. The goal is to keep visitors on the Coast longer, increasing employment through this product and associated tourism ventures
5. Increase local employment, education and/or training opportunities for youth (in general and for Māori)	✓	Ongoing medium to long term full-time employment numbers as above, with the potential for more to be added seasonally on a full time or part time basis. There is also a multiplier effect to be considered for the partner “spoke” activities. Commercial Information [Redacted] [Redacted] [Redacted] [Redacted]
6. Improve digital communications, within and/or between regions	✓	Introducing cutting edge technology to deliver the product through innovative storytelling will put the West Coast at the forefront of digital communications, showcasing the West Coast for Coasters and visitors
7. Improve resilience and sustainability of transport infrastructure, within and/or between regions	<input type="checkbox"/>	N/A
8. Contribute to mitigating or adapting to climate change	<input type="checkbox"/>	N/A
9. Increase the sustainable use of and benefit from natural assets	<input type="checkbox"/>	N/A

<p>10. Enhance wellbeing, within and/or between regions</p>	<p>✓</p>	<p>The Pounamu Pathway initiative will enhance social wellbeing across the West Coast delivering employment to the communities from Haast to Westport. The technological showcasing will engender further pride and inclusion from the local Coast communities, plus this gives the local communities the ability to add to the visitor experience by telling their stories.</p>
<p>Total number of outcomes project contributes to</p>	<p>7/10</p>	

20. Has public consultation been conducted?

Yes: No:

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

- A Regional Culture and Heritage workshop held with key stakeholders – all present in the workshop agreed on the Pounamu Pathway as a strong initiative for development
- Presentation to all the Regional Promotional Groups at their quarterly 'Lighthouse meeting' when they all come together - a sense of excitement for a new regional product that could have 'spin-off' results for all local tourism business
- Local working group meetings to discuss local content

21. 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.

Pounamu Pathway is a visitor product encompassing many other initiatives and providing links between communities and the visitor economy. The applicant and Pounamu Pathway stakeholder group are all intrinsically linked to the tourism market and to communities on the West Coast, being a mix of Councils, the Regional economic development agency, DOC and West Coast Rūnanga.

Strategic Insights:

- Research conducted during the development of the West Coast Tourism Marketing Strategy provided an important insight into the visitor experience - that over 70% of visitors to the West Coast were seeking more information regarding Māori and cultural experiences (Development West Coast). This insight provides the core rationale behind developing a vehicle to tell our stories in a different way.
- An enormous disparity between visitor numbers across the West Coast icon sites provides rationale for making significant moves to shape visitor flows and therefore expanding activity in certain locations. For example 1,000,000 visitors passing Haast, 500,000 at Punakaiki, and only 30,000 to 60,000 at selected attractions between Hokitika and Westport.
- The West Coast continues a year on year growth trend ahead of all other regions in NZ in terms of total visitor spend, and in 2018 this growth sat at 12%. Taranaki for example sits at 10%, and the traditional visitor hot spots continue to struggle with capacity, dragging the national average growth down to 6% (MBIE and TWC).
- Stakeholders to Pounamu Pathway are heavily involved in the visitor economy and best placed to leverage the success of a project such as this. From DOC who manages many of the icon sites and visitor centres across the Coast, to Toursim West Coast who is tasked with promotion of the region, to Development West Coast as the regional economic development agency.
- For 2019 the growth for the region was targeted at a little over 7%, with the West Coast's expenditure share expected to sit at a little over 6%. For a region with 0.68% of the total NZ population this market share is a huge achievement, Free and frank opinions
- 80% plus visitors to the coast are Free independent travellers (FIT), of that 70% plus are campervans, car sleepers, caravans and tents. As a result, the spend is lower than the NZ average - \$148.00 per day
- Non-FIT spend is higher at \$188.00 per day, but still lower than the average as almost all are on fast moving coach tours that stay in hotels, visit one or two key attractions but don't spend much money
- The key measurement for the tourist industry on the coast is GDP

Tourism Industry

Source: Infometrics

West Coast Tourism GDP, 2018 \$198m in 2010 prices	Tourism GDP Growth 12.6% (2017-2018)	Tourism Employment 3,322 (2018)
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West Coast Expenditure

Type	YEMar 2018 Spend	YTY Growth
Domestic	\$249m	15.5%
International	\$308m	12.3%
Total	\$557m	13.7%

West Coast total spend by International/Domestic
YE March 2018

- GDP contribution from tourism increased to \$198M in 2018, with 42% growth in this figure over the five years prior. Indications are that this sector will eclipse the West Coast’s other high GDP performer, dairy, given that over the same five-year period dairy GDP decreased almost five percent.
- A lack of paid experiences on the West Coast, as highlighted by graphic in Appendix item 7., is constraining the potential value in the visitor market. The majority of West Coast visitor attractions are non-paid as many of our West Coast icons sit on conservation land. Pounamu Pathway aims to turn this around through compelling, world class paid content and targeted destination management.

Target Market

- Per the above insights and the large distances experienced on the Coast, the FIT visitor must be a primary target
- Higher spending visitors
- Growth is being seen across the South Island in visitors from Australia, Germany/Austria/Switzerland, and China, so strategies targeting these segments must be in the marketing mix (currently International visitors to the West Coast account for 56% of the total visitor expenditure)
- Those seeking authentic, high tech, cultural and heritage experiences

Visitor Origins and Expectations



Auckland/Wellington: more packaged product needed, more brag-able product, more national/ international events.



Australia: looking for new short break experiences and will disperse for it.



UK: moving to more point to point and hub and spoke than circuits with more dispersal if product is right.



USA: still the traditional circuits but more dispersal if product is right.



China: growth in FIT and slow down in structured tour groups.



Germany/Austria/Switzerland: 6-15 day adventure packages (mountain biking, rafting, kayaking, trekking etc.). Experience focused.

What are our visitors looking for?

<p>Short breaks, more often Consumers are opting for 'experiences' over things, leading them to seek more from their leisure time. Kiwis are opting for 'staycations' more often</p>	<p>More international visitors Visitors to NZ and the South Island are becoming increasingly international in their taste for unique experiences. They want to explore more deeply.</p>	<p>Diverse visitor profiles Our visitors are becoming more diverse in every sense, as people travel in groups of different ages, and come from more varied cultural backgrounds. Visitors are also mixing business and leisure activities in the same trip</p>
<p>Seeking disconnection from a chaotic world Consumers are leading increasingly busy lives, so holidays and short breaks are becoming more about recovery and self-improvement, and doing activities which improve physical and mental health</p>	<p>Active holidays in nature's playgrounds Interest in physical health has increased demand for active holidays, through simple pursuits such as walking and cycling, or 'soft adventure' activities such as wild camping, country sports or marine sports</p>	<p>Freedom on the road - fluid itinerary travel Increasingly, visitors are making a road trip with no fixed itinerary, giving them flexibility to see breath-taking landscapes and go beyond the traditional tourism attractions</p>
<p>Discovering honest authenticity A growing interest in NZ's past is also coupled with greater localism, where people pay more attention to local culture. Visitors are also seeking opportunities to get to know unique aspects of Maori culture</p>	<p>Tech everywhere: keeping up with digital tech change Consumers' every-day use of technology is having clear, tangible effects on the tourism sector, as research, booking and managing trips shifts to online at an ever-faster pace</p>	<p>Visitors who genuinely appreciate and respect our unique environment Being more discerning of whom we market to and actively encourage to come and visit. We need the best market fit, not just any market.</p>

Pounamu Pathway can deliver alignment across all of these visitor expectations.

22. 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:

23. 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 four experience centres will be in buildings owned by 3rd parties (Councils, DOC, Ngāti Waewae, Mawhera Inc. and DWC). They will be leased spaces – op-ex support to be provided by the three District Councils and DOC. All site owners are stakeholders in the Pounamu Pathway and are to be trustees to the governing Pounamu Pathway Trust.

24. 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.]

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

The Pounamu Pathway will be managed as one entity through a trust with a robust competency-based governance structure (see Appendix item 8.)
 Project Planning tools will be in accordance with NZ Standard project management approach and DOC’s Project Management Framework.

26. Have you had independent verification of the project approach / plan? Yes: No:
 If yes, who verified the project and when?

[insert your commentary here]

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

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

Project graphical timeline and project management framework are both located at Appendix item 9.

#	Project Activity	Responsible:	Completion Date / Period:
1	Establish project control group	Project Governance/Steering Group	Commercial Information
2	Site ID Greymouth and Hokitika	Project Steering Group/Stakeholders	Commercial Information
3	Concept Planning 1 - Design themes and anchor digital features per hub	Project Steering Group	Commercial Information
4	Identification and engagement of design partners	Project Steering Group	Commercial Information
5	Pou Whenua design and construction	Ngāti Waewae/Makaawhio	Commercial Information
6	Business development and commercial scoping	Governance and Steering Groups	Commercial Information
7	Concept workshops with stakeholders and working groups	All	Commercial Information

PROACTIVELY RELEASED

8	<i>Concept plans formalised</i>	Steering Group/Project Manager	Commercial Information
9	<i>Detail design for building works</i>	Steering Group/Project Manager	Commercial Information
10	<i>Experience Centre Construction - Haast</i>	Steering Group/Project Manager	Commercial Information
11	<i>Experience Centre internal fit out and digital installation – balance of hubs</i>	Steering Group/Project Manager	Commercial Information
12	<i>Experience Centre openings</i>	All	Commercial Information
13	<i>Pounamu Pathway opening</i>	All	Commercial Information

28. Please provide a complete breakdown of the costs of the project to assist us in understanding where the funds will

be utilised:

Cost Description:	\$ (excluding GST)
<i>Haast Experience Centre fit out – 483m²</i>	\$Commercial Information
<i>Hokitika Experience Centre fit out – 650m²</i>	\$Commercial Information
<i>Greymouth Experience Centre fit out – 600m²</i>	\$Commercial Information
<i>Westport Experience Centre fit out – 500m²</i>	\$Commercial Information
<i>Web presence, social media, web design works</i>	\$Commercial Inform
<i>Project Management office</i>	\$Commercial Information
<i>Reservations and CRM – ticketing and POS systems</i>	\$Commercial Inform
<i>Pou Whenua Work</i>	\$Commercial Information
<i>Untamed Natural Wilderness Highway works</i>	\$Commercial Inform
<i>Contingency at <small>Comme</small>%</i>	\$Commercial Information
Total	\$Commercial Information

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

#	Description	Payment criteria:	Invoice Value \$ (Exc. GST)	%	Invoice Date:
1	Phase 1 Pre-development work and project management office set up	Project Management office set up and staffed. RFP's for technical and fit outs sent out; set up of hub working groups for content	\$Commercial Inform \$Commercial Inform	0%	Commercial Informatio [Redacted] [Redacted] [Redacted] [Redacted]
2	Technical Product Design development and themes per hub	Delivery of the design concepts	\$Commercial Information	0%	Commercial Informatio [Redacted]
3	Haast & Westport building design/fit out plans	Design concepts for fit out delivered	\$Commercial Inform	0%	Commercial Informatio [Redacted]
4	Phase 2 Haast building construction	Building fit out	\$Commercial Information	0%	Commercial Informatio [Redacted]
5	Launch event - Haast	Launch of Haast Pounamu Pathway Centre	\$Commercial Information	0%	Commercial Informatio [Redacted]
6	Phase 3 Site selection and approval – Greymouth and Hokitika and building design/fit out plans	Agreements provided for site lease provided to Pounamu Pathway by site owners, plus design concepts for both centres	\$Commercial Inform	0%	Commercial Informatio [Redacted]
7	Phase 4 Westport building construction	Building fit out	\$Commercial Information	0%	Commercial Informatio [Redacted]
8	Launch event - Westport	Launch of Westport Pounamu Pathway Centre	\$Commercial Information	0%	Commercial Informatio [Redacted]
9	Phase 5 Hokitika building construction	Building fit out	\$Commercial Information	0%	Commercial Informatio [Redacted]
10	Launch event - Hokitika	Launch of Hokitika Pounamu Pathway Centre	\$Commercial Information	0%	Commercial Informatio [Redacted]
11	Phase 6 Greymouth building construction	Building fit out	\$Commercial Information	0%	Commercial Informatio [Redacted]
12	Launch event - Greymouth	Launch of Greymouth Pounamu Pathway Centre	\$Commercial Information	0%	Commercial Informatio [Redacted]
13	Phase 1A Product Development – web/ticketing system etc	Briefing of Product Development elements	\$Commercial Information	0%	Commercial Informatio [Redacted] [Redacted]
14	Phase 1B Untamed Natural	Signage and installation	\$Commercial Inform	0%	Commercial Informatio [Redacted]

	Wilderness Highway				
1 5	Phase 1C	Pou Whenua Project	\$ Commercial Information	0%	Commercial Information
	Contingency		\$ Commercial Information	0%	
	Project Completion	Final report to Ministry TOTALS	\$ Commercial Information	0%	Commercial Information

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

This is a Regional Development project with no existing asset base to obtain bank funding. The project crosses small communities with little ability to fund raise at the scale required are spread across a vast area and the 3 District Councils have a low rating base. Co-funding has been secured from key stakeholders in the form of buildings (cap-ex) and future op-ex for sustainability.

31. Please provide an overview of the applicant’s relevant skills and experience for delivering a projects of this nature:

- Significant project management capability sits within stakeholder organisations – DOC and the various Councils.
- The entity will ensure people with the right skills and competencies are in place to deliver this project – see governance and project management structure – Appendix item 8.
- Governance group to be appointed for the Pounamu Pathway will be competency based.
- Marketing of this project will be included in the regional tourism activity through tourism communications, apps and incentives by the Regional Tourism Organisation (RTO)
- West Coast RTO has been involved throughout and is the holder of the Pounamu Pathway IP as part of the West Coast Tourism Strategy.

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

Appendix item 8 shows the proposed project governance and management structure.

This structure has at its head a purpose-built trust, for which stakeholder organisations are to serve as trustees. These trustees will come from:

Department of Conservation
Buller District Council
Grey District Council
Westland District Council
Te Rūnanga o Ngāti Waewae
Te Rūnanga o Makaawhio
Development West Coast
Māwhera incorporation

This trust (Te Taurahere o Te Tai Pounamu Trust) appoints a Pounamu Pathway governance board and sets Terms of Reference for this board. The governance board consequently sits over the project management office.

The structure and approach proposed has been widely discussed and endorsed by the regional leaders, including Mayors and Chairs as well as Rūnanga Chairs.

The project management office encompasses the technical advisory team, plus a group of four working groups who will provide feedback on experience centre content and design.

33. 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/>

Local skills and suppliers will be utilised where possible. Fortunately, through the wide consultation already undertaken, Pounamu Pathway has been connected with considerable existing skill and knowledge in the experience design space. Where required specialist skills such as technology related competency may need to be acquired from outside the West Coast.

Research and engagement of potential suppliers has begun, with conversations around design and content development for the experience centre hubs and broader Pounamu Pathway undertaken with the following organisations:

- Commercial Information
- Commercial Information
- Privacy of natural persons
- Commercial Information
- Commercial Information
- Privacy of natural persons

By having a broad group of stakeholders connected to the project via Te Taurahere o Te Tai Pounamu Trust there will be the ability to manage procurement carefully and considerately.

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

#	Risk	Mitigation approach	Rating
1	Lack of unified support for the final concept	- Constant consultation, one point of contact/source of the truth appointed for Pounamu Pathway to ensure comms/expectations appropriately managed	Med
2	Lack of a sufficiently qualified supplier being available (digital works)	- Early supplier consultation to help manage work pipeline	Low
3	Funds granted under this application aren't sufficient to complete the project	- Realistic contingency funds available	Med
4	Risk associated with not doing the work, and failing to capture the opportunity	- Do the work!	High

35. Will the applicant own the asset on delivery?

Yes:

No:

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

The entity will own all technology assets and fixtures and fittings that have been procured for the project.
Building ownership remains with those that have contributed buildings for the project – the various councils and DOC.

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

Appendix item 10. shows a revenue model and draft P & L for the product. Appendix withheld in full - Commercial Information

The three District Councils are providing op-ex funding for up to the Commercial Information to assist with costs prior to the product returning a profit.

Commercial Information

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

- Growth forecasts / projections post project completion – provided in Appendix item 10. as above
- 2 years of financial accounts – N/A
- Current banking arrangements – N/A
- Details of any borrowings (including lender, loan values and loan maturity dates) – N/A
- Current level of debt and equity and financial Ratios (i.e. Debt to Equity, Debt to Revenue, and Current Ratio) – N/A
- Insurance provider – N/A

Part D: Declarations

- 38. 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 Yes: No:

- 39. Has this activity ever been declined Crown Funding in the past? Yes: No:

- 40. Has the applicant or the contracting entity ever been insolvent or subject to an insolvency action, administration or other legal proceedings? Yes: No:

- 41. 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? Yes: No:

- 42. 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? Yes: No:

- 43. 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? Yes: No:

- 44. 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. Yes: No:

“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; 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.

Full name: Francois Tumahai

Title / position: Chairman Te Rūnanga o Ngāti Waewae

Signature / eSignature:

Privacy of natural persons

Date: Commercial Information

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)