



If calling, please ask for Democratic Services

Wellington Regional Strategy Committee

Tuesday 24 November 2020, 1.00pm

Council Chamber, Greater Wellington Regional Council
Level 2, 15 Walter Street, Te Aro, Wellington

Members

Mayor Baker	Porirua City Council
Mayor Barry	Hutt City Council
Cr Calvert	Wellington City Council
Cr Condie	Wellington City Council
Mayor Foster	Wellington City Council
Deputy Mayor Free	Wellington City Council
Mayor Guppy	Upper Hutt City Council
Mayor Gurunathan	Kāpiti Coast District Council
Cr Lee	Greater Wellington Regional Council
Mayor Patterson	Masterton District Council

Recommendations in reports are not to be construed as Council policy until adopted by Council

Wellington Regional Strategy Committee

Tuesday 24 November 2020 at 1.00pm
Council Chamber, Greater Wellington Regional Council,
Level 2, 15 Walter Street, Te Aro, Wellington

Public Business

No.	Item	Report	Page
1.	Apologies		
2.	Conflict of interest declarations		
3.	Public participation		
4.	Confirmation of the public minutes of the Wellington Regional Strategy Committee meeting on 8 September 2020	20.341	3
5.	Draft Annual Report 2019-2020	20.453	6
6.	Statement of Expectations	20.452	14

Resolution to exclude the public

7.	Resolution to exclude the public	20.463	21
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Public Excluded Business

8.	Wellington Regional Economic Development Agency directors appointments	PE20.405	22
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Please note these minutes remain unconfirmed until the Wellington Regional Strategy Committee meeting on 24 November 2020.

Report 20.341

Public minutes of the Wellington Regional Strategy Committee meeting on 8 September 2020

All members participating by Zoom at 1.00pm.

Members Present

Mayor Foster (Chair)	Wellington City Council
Mayor Barry (Deputy Chair)	Hutt City Council
Mayor Baker	Porirua City Council
Councillor Calvert (until 1.55pm)	Wellington City Council
Councillor Condie (until 2pm)	Wellington City Council
Deputy Mayor Free	Wellington City Council
Mayor Guppy	Upper Hutt City Council
Mayor Gurnathan (until 2.07pm)	Kāpiti Coast District Council
Mayor Lang	Wairarapa Councils
Councillor Lee	Greater Wellington Regional Council

Public Business

1 Apologies

Moved: Mayor Foster / Mayor Baker

That the Committee accepts the apology for absence from Mayor Patterson.

The motion was **carried**.

2 Declarations of conflicts of interest

There were no declarations of conflict of interest.

3 Public participation

There was no public participation.

4 Confirmation of the Public minutes of the Wellington Regional Strategy Committee meeting on 9 June 2020

Moved: Mayor Barry / Mayor Gurunathan

That the Committee confirms the Public minutes of the Wellington Regional Strategy Committee meeting on 9 June 2020 – Report 20.200.

The motion was **carried**.

5 COVID-19 economic impact (Oral Item)

Jake Gilmer, Senior Strategic Advisor, spoke to the Committee on the effects of COVID-19 regarding the economic impact on New Zealand and the Wellington region.

Population in the Wellington Region is expected to grow almost 9% in the next 10 years, with growth rates higher in some places than others, and it is likely there will be increasingly diverse range in age demographics.

Migration estimates for New Zealand during March 2020 compared with March 2019 was a net gain of migrants; however, many visitors to New Zealand, travelling on a range of visa types, have been unable to depart.

In the March 2020 quarter, New Zealand economy was down by 1.6 percent, service industries down 1.1 percent, primary industries down 1.0 percent, goods-producing industries down 2.7 percent, GDP per capita down 2.2 percent, real gross disposable national income down 1.6 percent. The annual GDP growth in the year to March 2020 was up by 1.5 percent.

Overall, it is expected the economy will experience a severe hit from the COVID-19 pandemic. Once several government supports are removed from September onwards, including the wage subsidy extension and the mortgage repayment holiday, it is expected that a more sobering picture of economic activity will emerge as businesses are left to stand on their own. The consequences are likely to be many challenges ahead for all communities and people throughout New Zealand and the Wellington region.

In every crisis, including COVID-19 there are new opportunities, from shared recovery thinking to new ways of working. It is already known that new opportunities are emerging from skilled New Zealanders' returning to New Zealand's primary product export demand growth.

6 Wellington Regional Economic Development Agency (WREDA) – Oral Report

The Committee was informed of the impact of COVID-19 related to the Wellington Region economy. The report focussed on a number of resident based activities, including consumer spends throughout the region, comparative cell phone connections within Wellington Central Business District between August 2019 and August 2020, tourism visitor spend and hotel occupancy. It also addressed jobs available on SEEK as at September 2020, comparative jobs filled June 2019 and June 2020, and job seekers in March 2020 and August 2020. Businesses were supported and funded across the

Wellington Region through the COVID-19 alert levels from March to June 2020 and since July 2020 were itemised for each geographical area and included highlights of creative assistance workshops, achievements and major upcoming events. Three key areas that will benefit from Ministry of Business Innovation and Employment funding for tourism and visitors are 'Delivery of a Destination Management Plan, Tourism operator capability building and Domestic marketing'. The tourism sector has seen a mix of domestic leisure visitors, especially at weekends over the winter.

Councillor Calvert left the meeting at 1.55pm, Councillor Condie at 2pm, and Mayor Gurnathan at 2.07pm, during the above item and did not return to the meeting.

The public part of the meeting closed at 2.15pm

Mayor Foster
Chair

Date:

Wellington Regional Strategy Committee
24 November 2020
Report 20.453



For Information

DRAFT ANNUAL REPORT 2019-2020

Te take mō te pūrongo

Purpose

1. To provide an update to the Committee on the Wellington Regional Economic Development Agency (WREDA) Annual Report process and deliver a draft set of performance measures for the 2019-2020 year.

Te horopaki

Context

2. The Committee terms of reference (2.2a) provide for it to receive and consider the half-yearly and annual report of WREDA.
3. The Committee was scheduled to receive the WREDA annual report 2019-2020 at its November meeting.

Te tātaritanga

Analysis

4. There have been a series of delays throughout the Council and Council Controlled organisations impacting audit completion. This is due to a combination of the impact of COVID-19 lockdown and the low availability of audit resources across the sector.
5. These delays have impacted on the availability of WREDA's audited set of financial statements.
6. The non-financial performance indicators are available in draft form and are attached to this report for information and discussion as [Attachment 1](#).
7. Once the completed audited financial statements are available they will be circulated to the committee by e-mail.

Ngā tūāoma e whai ake nei

Next steps

8. The committee will receive the annual report once completed and approved by the WREDA board.

Ngā āpitihanga

Attachment

Number	Title
1	Performance Indicators 2020

Ngā kaiwaitohu

Signatories

Writer	Seán Mahoney – Company Portfolio and Economic Development Manager
Approver	Luke Troy – General Manager, Strategy

He whakarāpopoto i ngā huritaonga Summary of considerations
<i>Fit with Council's roles or with Committee's terms of reference</i> It is the Committees role to receive the annual report
<i>Implications for Māori</i> There are no known implications for Maori.
<i>Contribution to Annual Plan / Long Term Plan / Other key strategies and policies</i> There are no implications.
<i>Internal consultation</i> No internal consultation was undertaken
<i>Risks and impacts - legal / health and safety etc.</i> The delayed receipt of the annual report is a known risk for all Councils and Council controlled organisations. Organisations have been given an extention by statute to their completion of these reports.

WellingtonNZ 2019/20 Draft Performance Measures

Key Goals	Measure	2019/20 Annual Target	2019/20 Actual
WellingtonNZ is delivering direct value/ROI on our shareholders investment	Combined direct economic impact from WREDA's interventions expressed in \$	Benchmark	\$159.7million
WellingtonNZ is shaping and amplifying the regional destination/brand story	Storytelling content generated (across all sectors)	1,250	1,149 ¹
	Total subscribed audience across social media and eDMs (reach)	475,000	516,945
	Unique WellingtonNZ.com sessions	2,900,000	1,865,962 ²
	Total number of events in Venues Wellington	450	325 ³
	Equivalent advertising value from media activity	25,000,000	\$ 29,966,684
	Visitor nights contributed to from WREDA activity/interventions	Benchmark	N/A ⁴
	ROI of major events invested in	20:01	21:01

¹ Content dropped due to the impact of Covid-19 on the media landscape from March to June.

² Traffic on WellingtonNZ and subsites was impacted twice. We launched our new website which corresponded with an expected drop in traffic due to the site being recognised and authenticated by search engines such as Google. Secondly, Covid-19 saw traffic become almost non-existent overnight— except for businesses support enquiries - as the country and world went into lockdown.

³ Impact of Covid-19 related restrictions resulted in no events being held in venues from mid-March to year end.

⁴ Measure was in our SOI 2019-2022. However, after publication of the SOI, WNZ and the CCO Committee agreed to drop the measure due to a lack of methodology to arrive at an accurate number.

Attachment 1 to Report 20.453

	Value of out of region venue and event expenditure	\$ 125,000,000	\$91,433,489 ⁵
	Value of business events secured	\$ 19,000,000	\$ 13,363,960 ⁶
WellingtonNZ is being an advocate and catalyst for the big projects and developments	Agreed key projects are on track/agreed deliverables met	TBD	8/9 of the agreed projects were on track and agreed deliverables met. ⁷
WellingtonNZ is supporting businesses to upskill and grow	Number of businesses impacted by a WREDA intervention or programme	Benchmark	2,896 ⁸
	Number of Wellington region-based businesses incubated or accelerated through CHQ	55	44 ⁹
	Growth rates of businesses been through a WREDA/CHQ	Benchmark	N/A ¹⁰

⁵ Impact of Covid-19 related restrictions resulted in no events being hosted in venues, or Major Events held, from mid-March to year end.

⁶ Half-way through the 19/20 Financial Year, Business Events Wellington tracked ahead of target. With the lockdown in March, conference bookings were affected which had a negative financial impact.

⁷ The projects on track were: Wellington Convention & Exhibition Centre; Wellington Regional Trails Framework; Major Events Framework; Venues Strategy Framework; WellingtonNZ.com redevelopment; Screen Sound Stage Development; Wellington International Student Growth Programme; Regional Workforce Development Programme; and Destination Strategy Framework. The Destination Strategy Framework was delayed due to a wait for MBIE guidance to be published.

⁸ Includes 1016 businesses we engaged with through our Covid-19 Business Response team and through Business Mentors NZ.

⁹ The accelerator programmes attracted high quality teams from around the country, resulting in fewer Wellington teams taking part. The scheduled Tourism accelerator was postponed until 20/21 because of Covid-19. This would have made up the balance of the Wellington teams had it proceeded.

¹⁰ Methodology that was going to be used was to capture the number of jobs filled within the businesses we actively engage via the Regional Business Growth Programme and CreativeHQ programmes at the beginning and end of the financial year. The percentage change is compared to the national average using StatisticsNZ figures. Given the impact of Covid-19 on jobs, the benchmark would no longer produce a feasible figure for realistic comparison in the future. Therefore, we have not established a benchmark this financial year.

Attachment 1 to Report 20.453

	programme (vs national average)		
	No. of investable companies created by Creative HQ	9	12
Internal – Financial Health	Budget on target	On target	On target
	% revenue from commercial/non-council funding (WREDA & CHQ combined)	30%	27.40% ¹¹
Internal – Employee Health	Staff engagement	60%	66% ¹²
	Lost time injuries	0	3 ¹³
Internal – Stakeholder Relation Health	Stakeholder satisfaction	85%	91%

¹¹ Covid-19 restrictions saw external revenue decline compared to budget. This is due to lower activity within Creative HQ and external partner revenue reductions within the parent. Additionally, due to the required closure of the i-Site during Alert Levels 4 and 3, sales revenue declined during the period. It is anticipated commercial revenue will increase as economic conditions improve during the recovery.

¹² A number of initiatives contributed to an increase in staff engagement through a WellingtonNZ-wide effort from the Senior Leadership Team, People & Culture, People Leaders and team members. Specific action planning after the previous year's engagement survey focused on increasing communication and collaboration, developing People Leaders and a targeted focus on inclusion, flexibility and wellbeing in the workplace.

¹³ Our LTI target is zero as we have strong aspirations that all our workers stay safe in the workplace. The three LTIs involved team members being off work for a few days with minor injuries. There were no serious harm injuries.

WellingtonNZ 2019/20 Indirect Measures of Impact

Measure	2019/20 Target	2019/20 Actual
Visitor Numbers International	824,382	583,132 ¹⁴
Visitor Numbers Australia	277,440	201,872 ¹⁵
Visitor Spend	\$2,755 Million	\$2,388 Million ¹⁶
Australian Visitor Arrivals through Wellington Airport	153,000	114,336 ¹⁷
Commercial Guest Nights	3.19 Million	N/A ¹⁸
Share of Multi-Day Conferences	19%	N/A ¹⁹
Net Permanent and Long Term Arrivals	2,605	3,200 ²⁰

¹⁴ This figure is Year Ending March 2020 - The figures are only published quarterly and as an annual figure only. Furthermore, there will be no Year Ending June 2020 figure due to the lack of 'International' visitors in the country since March 2020 which has impacted the data source and methodology.

¹⁵ This figure is Year Ending March 2020 - The figures are only published quarterly and as an annual figure only. Furthermore, there will be no YE June 2020 figure due to the lack of 'International' visitors in the country since March 2020 which has impacted the data source and methodology.

¹⁶ Year Ending June 2020 figure – The target was not achieved, and this was due to visitor spend and visitor numbers being impacted by COVID-19. Closure of borders in second half of March and cancellation of events during peak season.

¹⁷ Year Ending June 2020 figure – The target was not achieved, and this was due to visitor spend and visitor numbers being impacted by COVID-19. Closure of borders in second half of March and cancellation of events during peak season.

¹⁸ This figure is only for the period of July 2019 to September 2019 - The Accommodation Survey Dataset was dismissed after September 19; thus, we have no figures for Oct 19 to Jun 20 to report on.

¹⁹ Ministry of Business Innovation and Employment's Business Events Activity Survey (BEAS) was the original source of this reported figure. The BEAS was dismissed during 2019 and MBIE announced a new survey will take its place from December 2020.

²⁰ Methodology changed during FY19/20. When the target was set, the source was StatisticsNZ's Net Migration dataset collated from departure and arrival cards. Departure cards were disestablished during the year and the figure is now based on Infometrics which includes Domestic Migration to Wellington.

Attachment 1 to Report 20.453

International Student Market Share	7%	N/A ²¹
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²¹ Not available until later in 2020, there are delays due to data publishing issues within Ministry of Education and Education NZ.

Wellington Regional Strategy Committee
24 November 2020
Report 20.452



For Decision

STATEMENT OF EXPECTATIONS

Te take mō te pūrongo

Purpose

1. To agree the annual Statement of Expectations to the Wellington Regional Economic Development Agency (WREDA).

He tūtohu

Recommendations

That the Committee:

- 1 **Provides** feedback on the Statement of Expectations to WREDA (Attachment 1)
- 2 **Delegates** to the Committee Chair and Deputy Chair to finalise any additional or amended commentary and send the finalised Statement of Expectations to WREDA by 12 December 2020.

Te horopaki

Context

2. The Local Government Act 2002 (the Act) requires every council-controlled organisation (CCO) to prepare and adopt a Statement of Intent (SOI) on an annual basis (S64).
3. The shareholders of the CCO may also (S64B) prepare a Statement of Expectations which:
 - a. Specifies how the organisation conducts its key relationships and actions
 - b. Outlines the expectations of the shareholder on the delivery of services
4. The Statement of Expectations is a public document and must be published on the website of the shareholder local authorities.
5. The Wellington Regional Strategy Committee (WRS) on behalf of the Shareholding councils of WREDA (2.2b) is tasked with agreeing to the annual Statement of Expectations.

Te tātaritanga Analysis

6. The Statement of Expectations provides the shareholders with an opportunity to provide principles for the development of the SOI. WREDA will produce a draft SOI before 01 March 2021 which will then be considered in detail, with feedback provided and a final SOI agreed before 30 June 2021.
7. The issues contained in the Statement of Expectations should focus on a key number of themes:
 - a. COVID Recovery
 - b. The development of a Regional Economic Development Plan
 - c. Venues
 - d. Low Carbon Economy
 - e. Accessibility
 - f. Maori Economic Development
8. There are some over-arching themes concerning the need for WREDA to adjust their thinking and planning in line with the development of Long Term Plans and the impact this will have on their focus. Two particular areas of focus for the period are:
 - a. Working within a constrained funding environment.
 - b. Concentrating on a smaller number of issues that will have a larger impact.
9. The draft statement ([Attachment 1](#)) incorporates key messages from a paper to Wellington City Council's (WCC) Council Controlled Organisations Subcommittee. As the Subcommittee meets after the finalisation of this report there may also be additional feedback from WCC.
10. Committee members are asked to provide feedback on the draft statement. The committee is asked to delegate to the Chair to finalise and agree any additional or amended commentary to be included in a final version to be sent to WREDA by 12 December 2020.

Ngā hua ahumoni
Financial implications

11. There are no financial implications to sending the Statement of Expectations.

Ngā tikanga whakatau
Decision-making process

12. The decision making process for the Statement of Expectations is contained explicitly in the Terms of Reference for the WRS Committee (2.2b).

Te hiranga
Significance

13. Officers considered the significance (as defined by Part 6 of the Local Government Act 2002) of the matter, taking into account Council’s Significance and Engagement Policy and Greater Wellington’s Decision-making Guidelines. Officers recommend that the matter is of low significance due to its procedural nature.

Te whakatūtakitaki
Engagement

14. Engagement has been undertaken with officers from both shareholding councils.

Ngā tūāoma e whai ake nei
Next steps

15. If the Committee agree to the Statement or an amended version of the Statement then a finalised version will be re-presented to the Chair and Deputy for approval and sent to WREDA. WREDA will then incorporate this into their draft SOI early in 2021.

Ngā āpitihanga
Attachment

Number	Title
1	Draft SOE to WREDA 2021-22

Ngā kaiwaitohu
Signatories

Writer	Sean Mahoney – Company Portfolio and Economic Development Manager
Approver	Luke Troy – General Manager, Strategy

He whakarāpopoto i ngā huritaonga Summary of considerations
<i>Fit with Council's roles or with Committee's terms of reference</i> The terms of reference explicitly provide for the committee to agree the Statement of Expectations.
<i>Implications for Māori</i> There are no known impacts for Maori
<i>Contribution to Annual Plan / Long Term Plan / Other key strategies and policies</i> WREDA will need to consider any funding impacts on the developing Long Term Plans as they consider their response to the SOE.
<i>Internal consultation</i> Internal consultation with officers at both shareholder councils including Te Hunga Whiriwhiri was undertaken
<i>Risks and impacts - legal / health and safety etc.</i> There are no known risks arising from this matter for decision.

Absolutely Positively
Wellington City Council
Me Heke Ki Pōneke



(Insert Date)

Tracey Bridges
Chair
Wellington Regional Economic Development Agency Ltd
Level 1, 175 Victoria Street
Te Aro
WELLINGTON

By email only: tracey@portchester.co.nz

Tena Koe Tracey

This letter sets out the shareholder's statement of expectations for Wellington Regional Economic Development Agency Limited and its subsidiary, Creative HQ (WREDA) regarding their Statement of Intent (SOI) for 2021-24.

The committee wishes to acknowledge the role WREDA has taken in its response to supporting local businesses and our regional economy through the challenge of COVID-19. We look forward to working together on this response over the course of this SOI period. The current economic climate does provide a range of challenges and pressures for the whole region and you should plan to operate within a similar grant funding envelope as in previous years but with the need to provide robust plans to manage the pressures over third party revenues and funding.

2021 will also align with the new Long Term Plans (LTP's) for the regions councils and specific projects and prioritising will no doubt have an impact on WREDA's focus over the coming three years. This includes the development of Venues Wellington upgrades and the opportunities to be leveraged from this investment.

Specific areas that we would like to see a focus in are detailed below. We would like you to consider how these can be addressed in a measurable and meaningful way in the draft SOI.

COVID Recovery

As the initial wave of reactive actions comes to an end, we would like to see WREDA lead the development of a regional recovery plan to support economic recovery. As there is likely to be large infrastructure investments from the councils and government over the next few years there will be opportunities to leverage this investment to maximise economic benefits to the region.

Targeted initiatives and programmes for domestic visitation to support the regional economy will no doubt feature in the near term but we also expect the SOI to plan for the return of international travel and visitors during the three year period.

Attachment 1 to Report 20.452

Regional Economic Development Plan

As a region we are looking to create an updated Regional Economic Development Plan. This needs to be a collaborative approach and we would see you having a key role in leading and developing the plan with the Councils across the region and other stakeholders. This needs to identify the key interventions needed at a regional level to maximise the economic benefits to the region, including consideration of different economic scenarios and approaches. The plan should reflect the strategies of the new LTP's together with the COVID recovery response.

Venues

The SOI should outline the strategy for driving performance activities and growing the utilisation of its performing arts venues together with driving the opportunities created for the region from the utilisation of Tākina, the St James Theatre and the Wellington Town Hall.

Low Carbon Economy

WREDA should lead thinking about how to position Wellington region to support its own businesses to be ready for a future low carbon economy but to also provide the commercial and intellectual opportunity to develop this as a point of difference for the region and to attract inward investment.

There are specific targets for waste minimisation in venues which will require targets and actions in the SOI.

Accessibility

Improving access to the regions activities and services will continue to be a focus during this SOI period. It is expected that WREDA will support this initiative by planning to improve accessibility to its venues and events, where possible.

Māori Economic Development

We would like to see the integration of initiatives and strategic alignment between the newly established independent board and WREDA for the delivery of the Māori Economic Development Strategy.

We look forward to receiving your draft SOI by 01 March 2021 and will consider it at the Wellington Regional Strategy (WRS) committee meeting in March 2021 before providing any further feedback.

Attachment 1 to Report 20.452

Relationship

The WRS committee will need a copy of the draft SOI by 01 March 2021. The WRS committee will then provide feedback on this document before agreeing the final version. Quarterly reports on performance, a six monthly report and annual report are also required for our role in monitoring and oversight.

If you have any questions or concerns about the content of this letter then please let me know.

Yours sincerely

Andy Foster
Chair, Wellington Regional Strategy Committee
Email: andy.foster@wcc.govt.nz

cc: John Allen, Chief Executive
john.allen@wellingtonnz.com

DRAFT

**Wellington Regional Strategy Committee
24 November 2020
Report 20.463**



For Decision

RESOLUTION TO EXCLUDE THE PUBLIC

That the Committee excludes the public from the following parts of the proceedings of this meeting, namely:—

Wellington Regional Economic Development Agency Directors Appointments – Report PE20.405

The general subject of each matter to be considered while the public is excluded, the reasons for passing this resolution in relation to each matter and the specific grounds under section 48(1) of the Local Government Official Information and Meetings Act 1987 (the Act) for the passing of this resolution are as follows:

Wellington Regional Economic Development Agency Directors Appointments – Report PE20.405	
<i>Reason for passing this resolution in relation to each matter</i>	<i>Ground(s) under section 48(1) for the passing of this resolution</i>
<p>The information contained in this report includes personal and identifying information about the proposed candidates. Withholding this information prior to the shareholding councils’ decisions is necessary to protect the privacy of that natural person (section 7(2)(a) of the Act) as releasing this information would disclose their consideration as a director of WREDA.</p> <p>Greater Wellington has not been able to identify a public interest favouring disclosure of this particular information in public proceedings of the meeting that would override the need to withhold the information.</p>	<p>The public conduct of this part of the meeting is excluded as per section 7(2)(i) of the Act – to enable any local authority holding the information to carry on, without prejudice or disadvantage, negotiations.</p>

This resolution is made in reliance on section 48(1)(a) of the Local Government Official Information and Meetings Act 1987 and the particular interest or interests protected by section 6 or section 7 of that Act or section 6 or section 7 or section 9 of the Official Information Act 1982, as the case may require, which would be prejudiced by the holding of the whole or the relevant part of the proceedings of the meeting in public.