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**PALMERSTON NORTH CITY COUNCIL**

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**AGENDA**

**ECONOMIC DEVELOPMENT**

**COMMITTEE**

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**9AM, MONDAY 13 AUGUST 2018**

COUNCIL CHAMBER, FIRST FLOOR, CIVIC ADMINISTRATION BUILDING  
32 THE SQUARE, PALMERSTON NORTH

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## MEMBERSHIP

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**Adrian Broad (Chairperson)**  
**Leonie Hapeta (Deputy Chairperson)**  
**Grant Smith (The Mayor)**

**Brent Barrett**  
**Rachel Bowen**  
**Gabrielle Bundy-Cooke**  
**Vaughan Dennison**

**Lew Findlay QSM**  
**Duncan McCann**  
**Aleisha Rutherford**  
**Tangi Utikere**

**Agenda items, if not attached, can be viewed at:**

[pncc.govt.nz](http://pncc.govt.nz) | Civic Administration Building, 32 The Square  
City Library | Ashhurst Community Library | Linton Library

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**Heather Shotter**  
**Chief Executive, Palmerston North City Council**

**Palmerston North City Council**

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## **ECONOMIC DEVELOPMENT COMMITTEE MEETING**

13 August 2018

### **ORDER OF BUSINESS**

NOTE: The Economic Development Committee meeting coincides with the ordinary meeting of the Sport and Recreation Committee meeting and the extraordinary Council meeting. The format for the meeting will be as follows:

- Sport and Recreation Committee will open and adjourn immediately to follow the Economic Development Committee
- Economic Development Committee will open and adjourn immediately to follow the Council meeting
- Council will open, conduct its business and then close.

#### **1. Apologies**

#### **2. Notification of Additional Items**

Pursuant to Sections 46A(7) and 46A(7A) of the Local Government Official Information and Meetings Act 1987, to receive the Chairperson's explanation that specified item(s), which do not appear on the Agenda of this meeting and/or the meeting to be held with the public excluded, will be discussed.

Any additions in accordance with Section 46A(7) must be approved by resolution with an explanation as to why they cannot be delayed until a future meeting.

Any additions in accordance with Section 46A(7A) may be received or referred to a subsequent meeting for further discussion. No resolution, decision or recommendation can be made in respect of a minor item.

**3. Declarations of Interest (if any)**

Members are reminded of their duty to give a general notice of any interest of items to be considered on this agenda and the need to declare these interests.

**4. Public Comment**

To receive comments from members of the public on matters specified on this Agenda or, if time permits, on other Committee matters.

(NOTE: If the Committee wishes to consider or discuss any issue raised that is not specified on the Agenda, other than to receive the comment made or refer it to the Chief Executive, then a resolution will need to be made in accordance with clause 2 above.)

**5. Presentation - ComputerCare NZ Ltd** Page 7

**6. Presentation - Midway Occupational Health Services** Page 9

**7. Presentation - Sort It Careers Expo Review** Page 11

**8. Confirmation of Minutes** Page 13  
 “That the minutes of the Economic Development Committee meeting of 11 June 2018 Part I Public be confirmed as a true and correct record.”

**9. International Relations 6-monthly update** Page 19  
 Memorandum, dated 30 July 2018 from the International Relations Manager, Toni Grace.

**10. Approval of international travel for the Mayor to Sister City, Missoula** Page 31  
 Memorandum, dated 30 July 2018 from the International Relations Manager, Toni Grace.

**11. Committee Work Schedule** Page 35

## 12. Exclusion of Public

To be moved:

“That the public be excluded from the following parts of the proceedings of this meeting listed in the table below.

The general subject of each matter to be considered while the public is excluded, the reason 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 for the passing of this resolution are as follows:

General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Ground(s) under Section 48(1) for passing this resolution

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 which would be prejudiced by the holding of the whole or the relevant part of the proceedings of the meeting in public as stated in the above table.

Also that the persons listed below be permitted to remain after the public has been excluded for the reasons stated.

Chief Executive (Heather Shotter), Chief Financial Officer (Grant Elliott), Acting Chief Infrastructure Officer (Ray McIndoe), Acting General Manager – Strategy and Planning (David Murphy), General Manager - Community (Debbie Duncan), Acting General Manager – Customer (Sheryl Bryant) Human Resources Manager (Wayne Wilson), General Manager - Marketing and Communications (Sacha Haskell), because of their knowledge and ability to provide the meeting with advice on matters both from an organisation-wide context (being members of the Council’s Management Team) and also from their specific role within the Council.

Legal Counsel (John Annabell), because of his knowledge and ability to provide the meeting with legal and procedural advice.

Acting Governance and Support Team Leader (Stuart McKinnon) and Committee Administrators (Penny Odell, Rachel Corser and Courtney Kibby), because of their knowledge and ability to provide the meeting with procedural advice and record the proceedings of the meeting.

*[Add Council Officers]*, because of their knowledge and ability to assist the meeting in speaking to their report and answering questions, noting that such officer will be present at the meeting only for the item that relate to their respective report.

*[Add Third Parties]*, because of their knowledge and ability to assist the meeting in speaking to their report/s [or other matters as specified] and answering questions, noting that such person/s will be present at the meeting only for the items that relate to their respective report/s [or matters as specified].

## **PRESENTATION**

**TO:** Economic Development Committee

**MEETING DATE:** 13 August 2018

**TITLE:** Presentation - ComputerCare NZ Ltd

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### **RECOMMENDATION(S) TO ECONOMIC DEVELOPMENT COMMITTEE**

1. That the Economic Development Committee receive the presentation for information.

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### **SUMMARY**

Wayne Masters, Managing Director of ComputerCare NZ Ltd., will speak about managing a successful business operating out of Palmerston North throughout the central North Island.

### **ATTACHMENTS**

Nil





## **PRESENTATION**

**TO:** Economic Development Committee

**MEETING DATE:** 13 August 2018

**TITLE:** Presentation - Midway Occupational Health Services

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### **RECOMMENDATION(S) TO ECONOMIC DEVELOPMENT COMMITTEE**

1. That the Economic Development Committee receive the presentation for information.

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### **SUMMARY**

Allyson Harwood, Managing Director of Midway Occupational Health Services, will provide a presentation about a small Palmerston North business celebrating its 20<sup>th</sup> anniversary in August 2018.

### **ATTACHMENTS**

Nil



## **PRESENTATION**

**TO:** Economic Development Committee

**MEETING DATE:** 13 August 2018

**TITLE:** Presentation - Sort It Careers Expo Review

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### **RECOMMENDATION(S) TO ECONOMIC DEVELOPMENT COMMITTEE**

1. That the Economic Development Committee receive the presentation for information.

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### **SUMMARY**

CEDA staff, who coordinated the running of the 5<sup>th</sup> Sort It Careers Expo, will report on the success of the 2018 expo and outline plans for 2019.

### **ATTACHMENTS**

Nil



## PALMERSTON NORTH CITY COUNCIL

### Minutes of the Economic Development Committee Meeting Part I Public, held in the Council Chamber, First Floor, Civic Administration Building, 32 The Square, Palmerston North on 11 June 2018, commencing at 9.00am

**Members Present:** Councillor Adrian Broad (in the Chair), The Mayor (Grant Smith) and Councillors Brent Barrett, Rachel Bowen, Gabrielle Bundy-Cooke, Lew Findlay QSM, Leonie Hapeta, Duncan McCann and Aleisha Rutherford.

**Non Members:** Councillors Susan Baty, Jim Jefferies, Lorna Johnson, Karen Naylor and Bruno Petrenas.

**Apologies:** Councillor Tangi Utikere (for lateness).

Councillor Tangi Utikere entered the meeting at 11.22am following the adjournment. He was not present for clause 24.

Councillor Gabrielle Bundy-Cooke left the meeting at 12.44pm during consideration of clause 29. She entered the meeting again at 12.48pm at the conclusion of clause 29. She was not present for clause 29.

#### 25-18 Apologies

Moved Adrian Broad, seconded Rachel Bowen.

#### The COMMITTEE RESOLVED

1. That the Committee receive the apologies.

Clause 25-18 above was carried 14 votes to 0, the voting being as follows:

#### For:

The Mayor (Grant Smith) and Councillors Brent Barrett, Susan Baty, Rachel Bowen, Adrian Broad, Gabrielle Bundy-Cooke, Lew Findlay Leonie Hapeta, QSM, Jim Jefferies, Lorna Johnson, Duncan McCann, Karen Naylor, Bruno Petrenas and Aleisha Rutherford.

The meeting adjourned at 9.01am

The meeting resumed at 11.22am

When the meeting resumed Councillor Tangi Utikere was present.

## 26-18 Public Comment

Public Comment was received from Grant Binns, from Milmac Homes Limited, regarding Development Contributions.

Moved Adrian Broad, seconded Leonie Hapeta.

### The COMMITTEE RESOLVED

1. That the public comment be received for information.

Clause 26-18 above was carried 16 votes to 0, the voting being as follows:

#### For:

The Mayor (Grant Smith) and Councillors Brent Barrett, Susan Baty, Rachel Bowen, Adrian Broad, Gabrielle Bundy-Cooke, Vaughan Dennison, Lew Findlay QSM, Leonie Hapeta, Jim Jefferies, Lorna Johnson, Duncan McCann, Karen Naylor, Bruno Petrenas, Aleisha Rutherford and Tangi Utikere.

## 27-18 Deputation - Paul Barris

Mr Paul Barris made a deputation regarding Council's charging of Development Contributions.

Development Contributions had been set up to recover costs in relation to city growth and yet noted that in the last 10-12 years Council had overstated the work they were going to complete, such as the Bridge. Developers had made a fair contribution towards it but as yet it was not built.

The way that the Development Contributions were charged was not based on how people used the services.

Mr Barris believed that in some situations Council were double dipping, as was the case for a development where the site had been paying rates previously with development contributions still having to be paid as the site was brownfield.

Moved Rachel Bowen, seconded Leonie Hapeta.

### The COMMITTEE RESOLVED

1. That the Economic Development Committee receive the deputation for information.

Clause 27-18 above was carried 16 votes to 0, the voting being as follows:

#### For:

The Mayor (Grant Smith) and Councillors Adrian Broad, Leonie Hapeta, Brent Barrett, Susan Baty, Rachel Bowen, Gabrielle Bundy-Cooke, Vaughan Dennison, Lew Findlay QSM, Jim Jefferies, Lorna Johnson, Duncan McCann, Karen Naylor, Bruno Petrenas, Aleisha Rutherford and Tangi Utikere.

Moved Karen Naylor, seconded Lorna Johnson

**Note:**

On a motion that: The Chief Executive undergo a review of how Development Contributions are charged, the motion was lost 2 votes to 14, the voting being as follows:

**For:**

Councillors Lorna Johnson and Karen Naylor.

**Against:**

The Mayor (Grant Smith) and Councillors Brent Barrett, Susan Baty, Rachel Bowen, Adrian Broad, Gabrielle Bundy-Cooke, Vaughan Dennison, Lew Findlay QSM, Leonie Hapeta, Jim Jefferies, Duncan McCann, Bruno Petrenas, Aleisha Rutherford and Tangi Utikere.

**28-18**

**Presentation - Manawatu Chamber of Commerce**

Presentation from Amanda Linsley, Chief Executive Officer, Felicia Aull, Youth Ambassador and Liane Anderson of Manawatu Chamber of Commerce.

The presentation spoke about the Work Ready Passport, which was an initiative that prepared students to transition to work. With a large number of students leaving school without University Entrance and 70% not going to University, this was a pathway to work.

Six schools from across the region were involved and the Chamber were also supporting the Whanganui Region. It was important that the Work Ready Passport remained an industry led initiative and it had support from local employers and the wider community.

Ms Aull provided an overview of the Young Chamber that had been created in partnership with the Chamber of Commerce.

Moved Adrian Broad, seconded Leonie Hapeta.

**The COMMITTEE RESOLVED**

1. That the Economic Development Committee receive the presentation for information.

Clause 28-18 above was carried 16 votes to 0, the voting being as follows:

**For:**

The Mayor (Grant Smith) and Councillors Brent Barrett, Susan Baty, Rachel Bowen, Adrian Broad, Gabrielle Bundy-Cooke, Vaughan Dennison, Lew Findlay QSM, Leonie Hapeta, Jim Jefferies, Lorna Johnson, Duncan McCann, Karen Naylor, Bruno Petrenas, Aleisha Rutherford and Tangi Utikere.

**29-18**

**Confirmation of Minutes**

Moved Adrian Broad, seconded Vaughan Dennison.

**The COMMITTEE RESOLVED**

1. That the minutes of the Economic Development Committee meeting of 14

May 2018 Part I Public and Part II Confidential be confirmed as a true and correct record.

Clause 29-18 above was carried 16 votes to 0, the voting being as follows:

**For:**

The Mayor (Grant Smith) and Councillors Brent Barrett, Susan Baty, Rachel Bowen, Adrian Broad, Gabrielle Bundy-Cooke, Vaughan Dennison, Lew Findlay QSM, Leonie Hapeta, Jim Jefferies, Lorna Johnson, Duncan McCann, Karen Naylor, Bruno Petrenas, Aleisha Rutherford and Tangi Utikere.

**30-18**

**Summary Report on the March 2018 Manawatū Quarterly Economic Monitor, Major Developments and Quarterly Retail Report for April 2018**

Memorandum, dated 24 May 2018 from the Economic Policy Advisor, Peter Crawford and the Chief Executive, CEDA, Linda Stewart.

Councillor Gabrielle Bundy-Cooke left the meeting at 12.44pm

Moved Adrian Broad, seconded Aleisha Rutherford.

The **COMMITTEE RESOLVED**

1. That the March 2018 Manawatū Quarterly Economic Monitor, Major Developments and Quarterly Retail Report be received.

Clause 30-18 above was carried 15 votes to 0, the voting being as follows:

**For:**

The Mayor (Grant Smith) and Councillors Brent Barrett, Susan Baty, Rachel Bowen, Adrian Broad, Vaughan Dennison, Lew Findlay QSM, Leonie Hapeta, Jim Jefferies, Lorna Johnson, Duncan McCann, Karen Naylor, Bruno Petrenas, Aleisha Rutherford and Tangi Utikere.

Councillor Gabrielle Bundy-Cooke entered the meeting again at 12.48pm

**31-18**

**Committee Work Schedule**

Moved Adrian Broad, seconded Leonie Hapeta.

The **COMMITTEE RESOLVED**

1. That the Economic Development Committee receive its Work Schedule dated June 2018.

Clause 31-18 above was carried 16 votes to 0, the voting being as follows:

**For:**

The Mayor (Grant Smith) and Councillors Brent Barrett, Susan Baty, Rachel Bowen, Adrian Broad, Gabrielle Bundy-Cooke, Vaughan Dennison, Lew Findlay QSM, Leonie Hapeta, Jim Jefferies, Lorna Johnson, Duncan McCann, Karen Naylor, Bruno Petrenas, Aleisha Rutherford and Tangi Utikere.

The meeting finished at 12.49pm

Confirmed 13 August 2018



**Chairperson**

UNCONFIRMED

UNCONFIRMED

## MEMORANDUM

**TO:** Economic Development Committee

**MEETING DATE:** 13 August 2018

**TITLE:** International Relations 6-monthly update

**DATE:** 30 July 2018

**AUTHOR/S:** Toni Grace, International Relations Manager, Strategy and Planning

**APPROVED BY:** David Murphy, Acting General Manager - Strategy and Planning

### RECOMMENDATION(S) TO ECONOMIC DEVELOPMENT COMMITTEE

1. That the Committee note the progress of International Relations activity over the past six months, contributing to the achievement of the International Relations Plan and outcomes of the Economic Development Strategy

### 1. ISSUE

The purpose of this memorandum is to update the Economic Development Committee on the development of Palmerston North's key international relationships and outcomes over the past six months, and their contribution to the relevant goal, strategy and plan.

### 2. BACKGROUND

On the establishment of the PNCC International Relations Office, Council agreed that a six-monthly report to the Economic Development Committee was an appropriate mechanism for keeping Council informed of general progress and developments.

### 3. NEXT STEPS

The International Relations Office will continue to deliver actions as outlined in the report and International Relations Plan.

### 4. COMPLIANCE AND ADMINISTRATION

Does the Committee have delegated authority to decide?	Yes
If Yes quote relevant clause(s) from Delegations Manual <Enter clause>	

Are the decisions significant?	<b>No</b>
If they are significant do they affect land or a body of water?	<b>No</b>
Can this decision only be made through a 10 Year Plan?	<b>No</b>
Does this decision require consultation through the Special Consultative procedure?	<b>No</b>
Is there funding in the current Annual Plan for these actions?	<b>Yes</b>
Are the recommendations inconsistent with any of Council's policies or plans?	<b>No</b>
N/A	
The recommendations contribute to Goal 1: An innovative and growing city	
The recommendations contribute to the outcomes of the Economic Development Strategy	
The recommendations contribute to the achievement of action/actions in the International Relations Plan The action is: All actions	
Contribution to strategic direction	The International Relations 6-month report outlines the progress of actions in the International Relations Plan, which contributes to the Economic Development Strategy of Goal 1: An innovative and growing city.

### ATTACHMENTS

1. International Relations 6-Monthly Update - August 2018 [↓](#) 

# Update on International Relations Activity

## Palmerston North City Council - Economic Development Committee

Monday 13 August 2018

This report provides an update on key activities and outcomes contributing towards Palmerston North City Council (PNCC) International Relations Plan, over the past 6 months.



Building and managing  
key relationships

### International activities overview

#### Missoula, Montana, United States of America (Sister City since 1982)

<i>What we've been up to</i>	<i>Where we're going</i>	<i>Contribution to plan</i>
<ul style="list-style-type: none"><li>• Since the establishment of the new Global Affairs Manager in Missoula, there has been proactive discussion about revitalisation of Sister City activities, with a focus on international education and economic development.</li><li>• Mr Willie Brown (originally from Palmerston North, now University</li></ul>	<ul style="list-style-type: none"><li>• Scoping out a Palmerston North Mayoral mission to Missoula timed with the upcoming "New Zealand Week" events, capitalising on new momentum for cooperation.</li><li>• Working with iwi and education providers to assess opportunity for cooperation and dialogue, particularly on indigenous</li></ul>	<ul style="list-style-type: none"><li>• Develop agreements with existing international partner cities, and support their implementation.</li><li>• Develop cooperation roadmaps that plan out key activities with our priority partner cities.</li><li>• Work with iwi regionally to identify opportunities for Māori business and cultural exchange via</li></ul>

International Relations report to the PNCC Economic Development Committee – August 2018

of Montana) met with the Mayor, Deputy Mayor, PNCC International Relations office, and attended the bimonthly PNCC meeting with Rangitāne to talk about the opportunity for education exchange and indigenous community links related to our Sister City.

connections and interests.

- Invite the Mayor of Missoula to bring a delegation to the 2019 New Zealand Sister Cities Conference, to be hosted in Palmerston North from 21-23 March 2019.

international relationships and partnerships.

**Guiyang, Guizhou Province, China - Sister City (since 1992)**

***What we've been up to***

- July 2018 visit: PNCC was invited to attend Guiyang's International Big Data Summit & Expo, which covered several salient topics including artificial intelligence, blockchain, modern farming, supply chain management and food safety.
- The same week, the PNCC International Relations office also supported an education delegation involving the NZ Consulate, CEDA, Massey University and four Palmerston North High Schools to meet with the Guiyang City Education Bureau, agents and providers in Guiyang and advance

***Where we're going***

- Follow up discussions with Massey, BCC and other agritech or data science players potentially interested in future opportunities with Guizhou's big data activities.
- Supporting an inbound visit from Guiyang University in September 2018, and an official visit from the Guiyang Education Bureau (with 5 school principals) in late October 2018 to advance education partnerships.
- Working with CEDA to develop a short term "study tour" package that can be promoted in Guiyang during the 2019 NZ China Year of Tourism.
- Inviting the Mayor of Guiyang to

***Contribution to plan***

- Help local businesses to access new export markets, integrate with global value chains and connect to international knowledge networks.
- Coordinate with community partners (e.g. Massey, UCOL, IPU, business networks, firms and community groups) to organise international activities and visits, and to identify ways for PNCC to add value to local efforts.
- Sponsor scholarships to help local education providers to attract international students and encourage exchange.
- Develop agreements with existing international partner cities, and

- |  |   |   |
|--|---|---|
| <p>economic cooperation.</p> <ul style="list-style-type: none"> <li>The education providers reported that the visit was valuable, and that they wouldn't have had the same levels of official access or profile without the involvement of PNCC and CEDA in the Sister and Friendship City aspects of the programme.</li> <li>Discussions were also held with the Guiyang Tourism committee about opportunities for cooperation around the 2019 China NZ Year of Tourism.</li> </ul> | <p>bring an official delegation to the Sister Cities NZ national conference and Festival of Cultures, to be hosted in Palmerston North in March 2019.</p> | <p>support their implementation.</p> <ul style="list-style-type: none"> <li>Facilitate the establishment of Sister School relationships between local schools and international partner cities.</li> <li>Welcome and encourage quality overseas international education providers that are partnering with institutions in our city.</li> </ul> |
|--|---|---|

### Kunshan, Suzhou Region, China, (Friendship City since 1996)

- |   |  |  |
|---|--|--|
| <p><b>What we've been up to</b></p> <ul style="list-style-type: none"> <li>The International Relations Office assisted a local student to successfully apply for the Duke Kunshan Undergraduate 'Friendship City' scholarship, and to attend the 2018 NZ China Leadership Summit. The Mayor presented the recipient with an official Friendship City Youth Ambassador certificate so that she can undertake special leadership</li> </ul> | <p><b>Where we're going</b></p> <ul style="list-style-type: none"> <li>Working with the Palmerston North Youth Ambassador to advance friendship city youth connections.</li> <li>Scoping the value of an education cooperation agreement with the Kunshan Education Bureau (like the Letter of Intent agreed with Guiyang).</li> <li>Education providers are following up connections and opportunities</li> </ul> | <p><b>Contribution to plan</b></p> <ul style="list-style-type: none"> <li>Sponsor scholarships to help local education providers to attract international students and encourage exchange.</li> <li>Young people have the opportunity to learn about other cultures and languages through our international relationships and education providers, supporting their future participation in the</li> </ul> |
|---|--|--|

International Relations report to the PNCC Economic Development Committee – August 2018

- roles in our friendship city during her studies from August 2018.
- In July 2018, the PNCC International Relations Office supported an education delegation to Kunshan involving the NZ Consulate, CEDA, Massey University and three Palmerston North High Schools to Kunshan, including the facilitation of meetings with the Kunshan Vice Mayor and Education Bureau.
- identified on the Kunshan visit.
- Kunshan is interested in sending a delegation to visit Palmerston North in 2019 to advance education partnerships.
  - Promote our city's interests, objectives and brand to international partners.
  - Develop agreements with existing international partner cities, and support their implementation.
- global community and economy.

**Mihara, Hiroshima, Japan – friendly relations (informal)**

*What we've been up to*

- The PNCC Emergency Management team hosted Superintendent Kosako Shogo, Head of Emergency Management from Mihara City Council, to exchange knowledge on emergency preparedness. PNCC plans to reciprocate the expertise exchange in October 2018.
- Mihara has recently been impacted by severe flooding and landslides causing extensive damage and loss of life. Official messages of support have been extended to Mihara from the Mayor on behalf of PNCC, and avenues for community fundraising are being explored.

*Where we're going*

- Coordinating the reciprocal emergency management exchange of PNCC Emergency Management to Mihara.
- Continuing to support international education initiatives with Mihara, including Sister Schools.
- The Hiroshima New Zealand Friendship Society is sponsoring Palmerston North triathlete David Martin to take part in the Sagishima Triathlon in Mihara in August 2018.
- Assessing progress to provide future advice to Council on possible steps/options around formal

*Relevant plan actions*

- Acquire valuable knowledge and insight from international partners in areas of mutual interest (e.g. city management, environmental sustainability, emergency management).
- Facilitate the establishment of Sister School relationships between local schools and international partner cities.



Wageningen, Gelderland, The Netherlands (informal)

<i>What we've been up to</i>	<i>Where we're going</i>	<i>Contribution to plan</i>
<ul style="list-style-type: none"><li>Initial Sister City discussions evolved into a proposal for a Strategic City Partnership, focussed on supporting cooperation between our food tech sectors. We are currently working with Wageningen to advance this proposal with stakeholders.</li><li>The new CEO of Food HQ and Vice Chancellor of Massey University have both recently visited Wageningen and voiced support for a city relationship while advancing sector-related activities.</li><li>The Mayor and PNCC International Relations Office have received a local proposal for a student exchange programme with Wageningen.</li></ul>	<ul style="list-style-type: none"><li>It is anticipated that the President of Wageningen University will visit Massey University and Palmerston North in December 2018, which will inform next steps for city relations.</li><li>The International Relations Office is exploring the feasibility of a student exchange with Wageningen, focussed on youth development and the food science sectors of both cities.</li></ul>	<ul style="list-style-type: none"><li>Seek out valuable international networks and innovators, and share ideas and knowledge with our international partner cities which can be usefully applied to local issues of interest.</li><li>Help local businesses to access new export markets, integrate with global value chains and connect to international knowledge networks.</li><li>Coordinate with community partners (e.g. Massey, UCOL, IPU, business networks, firms and community groups) to organise international activities and visits, and to identify ways for PNCC to add value to local efforts.</li></ul>

## Domestic activities overview

### Sister Cities New Zealand (SCNZ)

PNCC is one of the newest city members of the SCNZ organisation, but has quickly become one of the most active. Highlights from the first half of 2018 include hosting a SCNZ Regional Forum, winning the “best commercial project” award at the SCNZ 2018 conference, and securing the 2019 SCNZ national conference.

#### Regional Forum – March 2018

On 23 March 2018, Palmerston North City Council hosted a half day regional forum discussion in conjunction with CEDA and Sister Cities New Zealand. The forum brought together key representatives from central New Zealand cities, districts and economic development agencies for a practical discussion about best-practice and collaboration on international relations.

The forum included central NZ government agencies and members of the diplomatic corps, bringing a range of valuable perspectives to the table. Topics include the changing nature of local government international relations, as well as targeted discussions about upcoming opportunities in business, tourism, international education and sport. See appendix X for article about Forum

Following the Forum, PNCC also ran its first “Sister Cities” tent at the Festival of Cultures (with support from student volunteers), allowing festival goers to learn about Palmerston North’s international city partnerships.

#### 2018 Conference – May 2018: Palmerston North wins “Best Commercial Project” award

A Palmerston North delegation including the Mayor, Councillor Adrian Broad and key PNCC staff attended the 2018 Sister Cities New Zealand annual conference in Lower Hutt. Themed “Connecting globally through technology”, the conference showcased some of the Lower Hutt Sister City programmes that utilise technology, including Sister School skype links, which PNCC is learning from.

At the conference awards dinner, Palmerston North was awarded the SCNZ “Best Commercial Project” for the “Manawatu Businesses in Asia” Event, which was hosted prior to the 2017 Palmerston North Mayoral delegation to Asia. The prize awarded \$1500NZD of air travel on Air New Zealand services, and recognised the economic development focus of PNCC’s Sister City activities.

#### Palmerston North to host the 2019 SCNZ conference

Palmerston North has been confirmed as the next city to host the 2019 Sister Cities New Zealand conference. This will be held from 21-

23 March 2019 at the Conference and Function Centre, coinciding with the Festival of Cultures. The theme of the conference will be “Prosperity Through Partnership”, focussing on economic development opportunities for international city relationships. The agenda is being developed by PNCC in consultation with SNCZ. The conference also provides the opportunity for Palmerston North to invite key international partner cities to send delegations to the city and attend the conference as special guests.

*Contribution of PNCC's various domestic SCNZ activities to International Relations Plan objectives/actions:*

- Partner with national agencies, including MFAT, MBIE, NZTE, LGNZ, the diplomatic corps, Sister Cities NZ and the Asia NZ Foundation to align objectives and make the most of central resources and networks.
- Coordinate with community partners (e.g. CEDA, Massey, UCOL, IPU, business networks, firms and community groups) to organize international activities and visits, and to identify ways for PNCC to add value to local efforts
- Promote our international relationships at public events, such as language weeks and cultural festivals, and support our partner cities to do the same
- Promote our city's interests, objectives and brand to international partners.
- Encourage and support international partners to actively participate in our local economy.
- Help local businesses to access new export markets, integrate with global value chains and international knowledge networks.
- Effectively manage inbound and outbound official delegations, and relationships with embassies and high commissions.

International Relations report to the PNCC Economic Development Committee – August 2018



Following the establishment of the international relations office in October 2016, PNCC has hosted over 45 international visits or meetings. These meetings have supported a range of important international connections and collaborations for Palmerston North, including business (7 visits), education (21 visits), government (8 visits), diplomats (6) and community delegations (4 visits). Since the last report in February 2018, PNCC has been directly involved in the following 16 international visits/meetings:

When	Description	Country
Feb 2018	Chengdu Primary school visit welcome with Mayor and Councillors	China
March 2018	Emergency Management Exchange with Mihara's Superintendent Kosako Shogo	Japan
	Deputy Mayor meeting with visiting group of teachers from Thailand (CEDA)	Vietnam
	International Office meeting with the Education Councillor of the Chinese Embassy	China
	Delegation visit by the Argentine Municipalities Against Climate Change – met by City Councillors and staff	Argentina
	PNCC hosted a SCNZ Regional Forum, including visitors from CLAIR Japan and 20+ diplomatic representatives	Many
May 2018	Visit to Council Chambers by Shanghai Vocational Training college (UCOL)	China
	IPU parents Welcome Reception with Mayor in Council Chamber	Japan
	New student welcome to the City with Mayor, CEDA, PNCC in Council Chamber	Many
	Visit from Professor Li Bingli, Guizhou University (IPU, Mayor)	China (sister city)
	[outbound] Visit to Guiyang and Kunshan supporting education delegation and attending Big Data expo	China (Sister cities)
	Visit by Dutch Ambassador Rob Zaagman to Palmerston North (meeting with Deputy Mayor)	Netherlands

International Relations report to the PNCC Economic Development Committee – August 2018

June 2018	Visit to Council Chamber by Nanjing University (UCOL)	China
	Myanmar Young Leader's Programme local democracy visit (2 days)	Myanmar
July 2018	Visit by Willie Brown from Missoula to discuss Sister City cooperation	USA (sister city)
	Visiting students and agents from Vietnam hosted by Deputy Mayor and Councillor (ETC)	Vietnam

*Contribution to International Relations Plan objectives/actions:*

- Promote our city's interests, objectives and brand to international partners.
- Effectively manage inbound and outbound official delegations, and relationships with embassies and high commissions.
- Encourage and support international partners to actively participate in our local economy.
- Coordinate with community partners (e.g. CEDA, Massey, UCOL, IPU, business networks, firms and community groups) to organize international activities and visits, and to identify ways for PNCC to add value to local efforts.



## MEMORANDUM

**TO:** Economic Development Committee

**MEETING DATE:** 13 August 2018

**TITLE:** Approval of international travel for the Mayor to Sister City, Missoula

**DATE:** 30 July 2018

**AUTHOR/S:** Toni Grace, International Relations Manager, Strategy and Planning

**APPROVED BY:** David Murphy, Acting General Manager - Strategy and Planning

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### RECOMMENDATION(S) TO COUNCIL

1. That the Mayor be granted approval to travel overseas in October 2018 to visit Sister City Missoula, Montana, and associated business.

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### 1. ISSUE

This memorandum seeks Council's approval for the Mayor to travel overseas in October 2018, to strengthen Palmerston North's cooperation with Sister City Missoula, Montana, USA, including attendance at the Missoula "New Zealand Day" events.

In accordance with Council policy, approval is sought for the Mayor's international travel to lead this visit, and associated business. The duration of the official visit is estimated to be around one week.

The cost for the Mayor's travel is estimated to be approximately \$7000 and will come from existing operational budgets. This cost estimate includes flights, accommodation, transfers, meals and other associated expenses.

The purpose of the Mayor's participation is to show high-level commitment to strengthening the relationship, to ensure high-profile publicity of the visit, and to encourage Missoula to reciprocate with a Mayoral-led visit to the 2019 Sister Cities New Zealand Conference in Palmerston North.

Ancillary opportunities related to the U.S visit are being discussed with Rangitāne, the Central Economic Development Agency (CEDA), Building Clever Companies (BCC) and relevant tertiary education providers.

## 2. BACKGROUND

In recent months, Missoula has put a focus on developing its Sister City activities and is proposing new ideas for rejuvenating the relationship with Palmerston North including international education, youth leadership, indigenous connections, tourism and economic development.

These areas are consistent with the Palmerston North City Council (PNCC) International Relations Plan, and with the economic development strategy objective to “focus and strengthen the city’s international partnerships, including Sister Cities, to support emerging sectors and encourage investment, students and visitors to the city”.

It is also consistent with the International Relations Plan action to “work with iwi regionally to identify opportunities for Maori business and cultural exchange via international relationships and partnerships.”

Palmerston North has been invited to join Missoula’s 2018 New Zealand celebration events, which are being held from 13-15 October. These events include a celebratory community meal (hangi), rugby tournament, and New Zealand movie screening.

A review of existing records shows that this would be the first time any Mayor of Palmerston North has visited Missoula. While the Mayor of Missoula has visited Palmerston North in the past (2004), our city has not yet engaged in this level of visit. The last recorded official outbound visit from Palmerston North was Deputy Mayor John Hornblow in 2010, along with Wiremu and Trieste Te Awe Awe of Rangitāne iwi.

PNCC recently received a visit from Willie Brown (originally from Palmerston North, now administrator of the Native American Studies Department at the University of Montana), who works closely with Missoula’s Director of Global and Cultural Affairs on Sister City activities, including the annual New Zealand Day celebrations.

During his visit, Mr Brown met with the Mayor, Deputy Mayor and Council staff. He also met with Rangitāne representatives at the PNCC bimonthly meeting to discuss the opportunity for reaffirming the Rangitāne relationship with Native American tribes in the Missoula region, building on the earlier 2010 visit. Iwi representatives were keen to explore the proposal further, especially the potential for education and knowledge exchange.

## 3. NEXT STEPS

Once approved by Council, the Mayor’s intention to visit Missoula in October this year will be confirmed with Missoula’s Director of Global and Cultural Affairs, and planning will commence.



The International Relations office will consult with local stakeholders and community groups about potential participation and interest in the visit, including further discussion with Rangitāne on the connection with Native American tribes in the Missoula region.

Following the visit, the Economic Development Committee will receive a report on the outcomes of the visit and intended next steps.

#### 4. COMPLIANCE AND ADMINISTRATION

Does the Committee have delegated authority to decide? If Yes quote relevant clause(s) from Delegations Manual <Enter clause>	No
Are the decisions significant?	No
If they are significant do they affect land or a body of water?	No
Can this decision only be made through a 10 Year Plan?	No
Does this decision require consultation through the Special Consultative procedure?	No
Is there funding in the current Annual Plan for these actions?	Yes
Are the recommendations inconsistent with any of Council's policies or plans?	No
N/A	
The recommendations contribute to Goal 1: An innovative and growing city	
The recommendations contribute to the outcomes of the Economic Development Strategy	
<p>The recommendations contribute to the achievement of action/actions in the International Relations Plan</p> <p>The actions are:</p> <p>Develop agreements with existing international partner cities, and support their implementation.</p> <p>Promote our city's interests, objective and brand to international partners.</p> <p>Effectively manage inbound and outbound delegations.</p> <p>Work with iwi regionally to identify opportunities for Maori business and cultural exchange via international relationships and partnerships.</p>	

## PALMERSTON NORTH CITY COUNCIL

Contribution to strategic direction	This recommendation contributes to the Economic Development Strategy objective to “focus and strengthen the city’s international partnerships, including Sister Cities, to support emerging sectors and encourage investment, students and visitors to the city”.
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**ATTACHMENTS**

Nil

## COMMITTEE WORK SCHEDULE

**TO:** Economic Development Committee

**MEETING DATE:** 13 August 2018

**TITLE:** Committee Work Schedule

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### RECOMMENDATION(S) TO ECONOMIC DEVELOPMENT COMMITTEE

1. That the Economic Development Committee receive its Work Schedule dated August 2018.

### ATTACHMENTS

1. Work Schedule  

REF# 8136424

ECONOMIC DEVELOPMENT COMMITTEE

COMMITTEE WORK SCHEDULE – AUGUST 2018

Item No.	Estimated Report Date	Subject	Officer Responsible	Current Position	Date of Instruction/ Point of Origin
1.	September 2018	Quarterly Economic Report	General Manager – Strategy and Planning		
2.	August 2018	International Relations Six Monthly Report	General Manager – Strategy and Planning		