

HUTT CITY COUNCIL

WESTERN COMMUNITY PANEL

Report of an extraordinary meeting held in the Community Corner, Maungaraki
Community Hall on
Wednesday 1 November 2017 commencing at 6.05pm

PRESENT:

Ms T Coleman (Chair)
Mr P Caygill
Ms E Jackman
Cr C Milne (from 6.08pm)

Mr G Besa
Ms P Hindmarsh
Cr M Cousins

APOLOGIES:

Apology for lateness received from Ms Hindmarsh

IN ATTENDANCE:

Ms M Laban, Divisional Manager Community Projects and Relationships
Mrs H Clegg, Minute Taker

PUBLIC BUSINESS

1. APOLOGIES

RESOLVED: (Ms Coleman/Ms Jackman)

Minute No. WCP 17501

"That the apology for lateness received from Ms Hindmarsh be accepted and leave of absence be granted."

2. PUBLIC COMMENT

Comments are recorded under the item to which they relate.

3. CONFLICT OF INTEREST DECLARATIONS

Ms Coleman advised she was a member of the Maungaraki Community Association and took no part in any discussion or voting on matters relating to the Association.

Mr Besa advised he was a member of the Alicetown Community Association and took no part in any discussion or voting on matters relating to the Association.

4. COMMUNITY ENGAGEMENT FUND 2017-2018 (17/1622)

Memorandum dated 20 Oct 2017 by the Community Advisor - Funding and Community Contracts

Speaking under public comment, **Mr Max Shierlaw, on behalf of the Maungaraki Community Association**, spoke to their grant application. He explained the current website was operated remotely from England by a former member, using outdated software. A new member of the Association, Mr Newton King, had offered to create a new website for a competitive price. Mr King was an experienced website and graphic designer, Mr Shierlaw advised the Association had discussed whether there may be a conflict of interest with a member being paid to provide a service. Mr Shierlaw explained the Association had agreed Mr King would not take part in any discussions concerning the operation or funding of the website.

In response to questions from members, Mr Shierlaw explained the target audience was primarily Maungaraki residents, but as often occurred with the internet, anyone who accessed the website would be able to view its content. He envisaged it would be used to promote events and community services eg, hall hirage, school galas in Maungaraki, but also events of interest to Maungaraki residents which may not be occurring within the suburb eg, the recent Festival of Lights celebration. He agreed the website could be used to promote events within the wider Western Ward area and that there may be links to other items of interest within the City. He further explained the existence of the new website would be publicised on the Association's Facebook page and within the monthly newsletter which was distributed to every letterbox within Maungaraki. Mr Shierlaw also confirmed on-going maintenance costs were not part of the application, although they had been originally, and that these would be borne by the Association, along with any on-going updating related costs.

Mr Shierlaw then requested the Community Panel investigate approaching Council to install drainage in the sports field. He explained it was a well used field in summer but was often closed to the public in winter due to water pooling issues.

In response to a question from a member, Mr Shierlaw explained the whole community including the school, had access to and could use the field for a variety of activities.

The Chair explained the process to date, concluding that the score sheet results were a guide and the Panel could allocate some, all or none of the funding requests received. She added that if funds were not allocated in this round, they would be put back into the fund for allocation in round two.

Ms Coleman declared an interest in Maungaraki Community Association and took no part in discussion or voting on the matter. Ms Hindmarsh assumed Chair for the item.

There was general discussion on this item, with members agreeing that the presentation from Mr Shierlaw had answered their questions. They further agreed that an up-to-date website for the suburb would be an useful asset and have long term benefits for Maungaraki with potential to grow to include all of the Western Ward.

In response to a question from a member, the Divisional Manager, Community Projects

and Relationships explained the purpose of the scoring sheets and that there was no requirement for members to justify their scores.

The Panel agreed to fund the Maungaraki Community Association the full eligible request of \$1200.

Ms Coleman resumed the Chair. Mr Besa declared an interest in Alicetown Community Association and took no part in discussion or voting on the matter.

The Chair explained the quote received from the Alicetown Community Association was out-of-date. The Divisional Manager, Community Projects and Relationships explained funding could be granted, subject to receipt of the appropriate paperwork by a specified date.

There was general discussion, with members agreeing it was a worthy application, noting it had a successful history, however concern was raised with the lack of detail provided.

The Panel agreed to fund the Alicetown Community Association the full eligible request of \$2000, with the conditions that an updated quote and a timeline or project plan be presented to the Community Advisor – Funding and Community Contracts by 31 December 2017. Also that advice of provisional dates for the event be presented to the Panel by their first meeting of 2018. The Panel was mindful of the event being weather dependent.

RESOLVED: (Ms Coleman/Mr Besa)

Minute No. WCP 17502

That the Panel:

- (i) *notes that the Community Engagement Fund closed on 6 October 2017 and two applications had been received;*
- (ii) *agrees that the applications were considered according to the merits of the application criteria and priorities of the fund. Information sheet is attached as Appendix 1;*
- (iii) *agrees to a second round of funding in 2018 with proposed opening/closing dates as follows:*

<i>Open Fund</i>	<i>Close Fund</i>	<i>Decisions Due</i>
<i>1 March 2018</i>	<i>10 April 2018</i>	<i>13 June 2018"</i>

RESOLVED: (Ms Hindmarsh/Mr Caygill)

Minute No. WCP 17503

"That the Panel approves the application from the Maungaraki Community Association for the upgrade of the current Maungaraki community website for \$1,200.00."

RESOLVED: (Ms Coleman/Cr Milne)

Minute No. WCP 17504

"That the Panel:

- (i) approves the application from the Alicetown Community Association for Alicetown Fun Day March 2018 for hireage of equipment for \$2,000.00, subject to an updated quote and a timeline (or project plan) be presented to Council's Community Advisor – Funding and Community Contracts by 31 December 2017; and*
- (ii) advice of provisional dates for the event being presented to the Panel by its first meeting of 2018."*

5. QUESTIONS

There were no questions.

There being no further business the Chair declared the meeting closed at 6.58pm.

Tracey Coleman
CHAIR

**CONFIRMED as a true and correct record
Dated this 12th day of June 2018**