

## Hikurangi Sports Collective Working Party

### AGENDA/MINUTES

23/06/2021; 7PM – Hikurangi Golf Club

#### 1. ATTENDEES

Blue Mauchline, Kirsta-Lee Freeman, Sharlene Morris-Ross, Alex Smits, Ryan Maraki.

#### 2. APOLOGIES

James Scrivener, Alan Goodhue, Don Cameron, Marc Head

#### 3. VISION – Develop, adopt, amend the working parties vision

After discussion on the purpose of the group and what we would like to communicate with the community the working party decided on the following.

##### Community Vision:

*“To explore the development of a Sports & Community facility to serve the greater Hikurangi region.”*

Moved: Ryan Maraki

Seconded: Kirsta-Lee Freeman

PASSED

#### 4. TIMELINE – Review the timeline and agree on what is next step to achieve is.

The following components of the project timeline were discussed and agreed on.

Task	Action	Responsible
1. Identify Consultants	Ring around, find a consultant to complete a needs analysis.	Ryan
2. Secure funding to engage professional	Identify funding streams and requirements – Talk to WDC about their fund.  Identify an umbrella organisation to hold funds. Develop and MOU/ Agreement for this group with the fundholder.  Develop the funding application, apply for funding and secure.	Alex  Sharlene
3. Engage professional		
4. Hikurangi Club “Needs” Review completed		

5. COMMUNICATION

- a. Identify key contacts – **ACTION: Working party members are to identify potential stakeholders to present to the next meeting.**
  
- b. What we will be communicating to the community and stakeholders and how will we do that? E.g. what was achieved at the last meeting and the next step.  
**ACTION: Ryan to add “Communication Plan” to the next agenda.**  
**ACTION: Ryan to Load up WDC Sport and Rec Plan to DropBox.**

6. MANDATE FROM CLUBS – Discussion around authority and mandated representation from clubs. Identified that for this group to carry merit from key groups it is important that working party members present minuted approval from their representative clubs.

Working party members to seek minuted approval from their respective club or group.

Moved: Alex Smits

Seconded: Sharlene Morris

PASSED

**ACTION: Working party members to seek minuted approval from their respective club or group and present these minutes to the Working Party secretary at the next Working Party meeting.**

7. PRIMARY AGENDA ITEM FOR THE NEXT MEETING: Project Plan

**ACTION: Ryan to distribute project plans for review and discussion**

8. NEXT MEETING: 22<sup>nd</sup> July 7.00pm, @ Bowling Club