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**From:** James Scott < S9(2)(a)>  
**Sent:** Tuesday, 3 November 2015 4:13 p.m.  
**To:** Rick Julian  
**Cc:** Mike Dee; Trev James; Rex Widerstrom  
**Subject:** TRIM: Re: Expressions of Interest - 106.1 FM Mt Kaukau

Thanks Rick

I appreciate the extension of time before closing of submissions, and I understand the delay in having a decision.

Regards,

James

On 3/11/2015 3:58 p.m., Rick Julian wrote:

Hi James

We will extend the application deadline by two weeks to 5.00pm on Friday, 11 December. We would now expect the panel to be considering applications as early in January as we can arrange it but you will understand that we won't have a decision until at least the third week of January and possibly later.

Sincerely

**Rick Julian** | Senior Adviser - Media Policy  
**Manatū Taonga - Ministry for Culture and Heritage**  
Former Public Trust Office Building  
133-135 Lambton Quay  
P O Box 5364, Wellington 6011, New Zealand  
Ph +64 4 499 4229 - Ext. S9(2)(a) | Fax +64 4 499 4490

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**From:** James Scott [mailto: S9(2)(a)]  
**Sent:** Tuesday, 3 November 2015 11:44 a.m.  
**To:** Rick Julian < S9(2)(a)>  
**Cc:** Mike Dee < S9(2)(a)>; Trev James < S9(2)(a)>; Rex Widerstrom < S9(2)(a)>  
**Subject:** Re: Expressions of Interest - 106.1 FM Mt Kaukau

Thanks Rick.

I appreciate your looking into whether a delay will be acceptable.

Regards,

James

On 3/11/2015 11:28 a.m., Rick Julian wrote:

Hi James

You will appreciate that any decision delayed until the New Year is unlikely to actually happen until February because of the unavailability of officials and applicants (if further follow-up is required). Also, in the event Hutt Radio is unsuccessful in retaining the licence, that this will very much shorten the time frame for you and your colleagues to wind up your operations before licence expiry. I will consult my manager and let you know our views before go live with the website notice.

Sincerely

**Rick Julian | Senior Adviser - Media Policy**  
**Manatū Taonga - Ministry for Culture and Heritage**  
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**From:** James Scott [mailto: S9(2)(a)]  
**Sent:** Tuesday, 3 November 2015 11:18 a.m.  
**To:** Rick Julian : S9(2)(a)  
**Cc:** Mike Dee : S9(2)(a) ; Trev James S9(2)(a)  
Rex Widerstrom :  
**Subject:** Re: Expressions of Interest - 106.1 FM Mt Kaukau

Hi Rick.

Thanks you for the notice, but this is very unfortunate as the timing is now really bad for us.

Rex Widerstrom, our General Manager has just gone to Australia for four weeks to work on a client assignment, which will severely handicap our ability to respond.

You are indicating that we will only have three weeks to prepare a response, and that the decision will be made within three weeks of the closing date. These seem like very ambitious targets to me.

I would like to request that you defer the process until after the new year, or at least defer the closing and consideration of responses until after the new year so that all parties have time to prepare a considered response and a satisfactory decision can be arrived at.

Regards,

James

On 3/11/2015 11:08 a.m., Rick Julian wrote:

Dear James

This is to advise you that the Ministry is now in a position to proceed with a call for expressions of interest in the 106.1 FM frequency reserved at Mt Kaukau, Wellington.



The terms and conditions for the licence and an application form will be posted on the Ministry's website today, 3 November 2015. I will confirm the link as soon as it is posted. I will also advise other potentially interested parties at that time.

The closing date for applications will be 5.00pm on Friday, 27 November 2015.

I am mindful that it has taken us much longer to get to this point than anticipated and I regret any inconvenience and uncertainty this may have caused you and your colleagues at Hutt Community Radio.

It is the Ministry's expectation that a decision will be made prior to the Christmas break and conveyed to applicants immediately after.

Thank you for your patience.

Sincerely

**Rick Julian | Senior Adviser - Media Policy**  
**Manatū Taonga - Ministry for Culture and Heritage**  
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From: "Rick Julian" S9(2)(a)  
Sent: Tue, 9 Dec 2015 00:50:44 +1300  
To: S9(2)(a)  
Cc: "James Scott"  
Subject: RE: Question re licence application form

Dear Rex

I take your point and agree the questions are a little ambiguous.

I would attempt to explain the distinction as follows:

The first question asks an existing broadcaster to supply a programme schedule or an applicant starting from scratch to supply a plan for the sorts of programming it has in mind.

The second question is more about how the station plans to allocate programming time overall - ie the proportions of programming of a particular type its proposed to broadcast over the entire schedule.

Bearing in mind this is about a community radio licence, we're keen to understand how the broadcaster is planning on serving local audiences with information, news and entertainment and what resources it proposes to put into achieving this.

If you can supply a programme schedule which clearly shows the amount of time allocated to programming of a particular type - music, talk, news, interviews, etc and the audiences you're targeting with these shows you can probably cover off both questions in one response.

Hope this helps

Kind regards

**Rick Julian | Senior Adviser - Media Policy**  
**Manatū Taonga - Ministry for Culture and Heritage**  
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**133-135 Lambton Quay**  
**P O Box 5364, Wellington 6011, New Zealand**  
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From: Rex Widerstrom S9(2)(a)  
Sent: Monday, 7 December 2015 10:21 p.m.  
To: Rick Julian S9(2)(a)  
Cc: James Scott S9(2)(a)  
Subject: Question re licence application form

Dear Mr Julian



I'm presently preparing an application for the 106.1FM frequency on behalf of the Hutt Community Radio and Audio Archives Charitable Trust.

I was wondering if you could please clarify for me the difference between what is asked for in question 6 of the application form:

6. Supply a programme schedule or programming policy plan.

...and what is sought by question 7:

7. Provide a proposed time allocation schedule for broadcasts.

The distinction between a "programming schedule" as per question 6 and a "proposed time allocation schedule for broadcasts" as per question 7 somewhat eludes me, and I want to ensure we have comprehensively responded to the Ministry's documentation.

Thanks and regards

Rex Widerstrom  
General Manager  
Hutt Radio 106.1FM  
and streaming on [tunein.com/radio/Hutt-Radio-1061-s210970/](http://tunein.com/radio/Hutt-Radio-1061-s210970/)  
53 Treadwell Street, Naenae, Lower Hutt 5011

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**From:** James Scott <S9(2)(a)>  
**Sent:** Monday, 14 December 2015 8:56 a.m.  
**To:** Rick Julian  
**Cc:** Mike Dee; Trev James; Rex Widerstrom  
**Subject:** Re: Application for Non-commercial Radio Frequency: 106.1FM

Good morning Rick.

After consideration over the weekend, I felt that while I appreciate your willingness to pass on our request to appear in front of the panel, and the fact that they will determine their own process, I think that a direction from you, to the panel, that their process should include meeting with at least any short listed applicants, would not be out of order. I hope you feel that you are able to give such direction.

Are you able to advise us of who will comprise the evaluation panel?

And, are you also able to advise us of the names of other organisations or individuals who have also submitted applications for consideration?

Regards,

James

On 11/12/2015 4:56 p.m., Rick Julian wrote:

Dear James

I acknowledge receipt of the application and link to associated attachments from the Hutt Community Radio and Audio Archives Charitable Trust for the 106.1 FM frequency.

It's anticipated that the panel will make a decision on the allocation of the frequency before the end of January 2016. I will pass on your request to meet with the panel although it will determine its own process for reviewing applications.

We will certainly contact you should the panel require additional information from you but we will otherwise advise all applicants of the outcome of the process as soon as it is confirmed.

Kind regards

**Rick Julian** | Senior Adviser - Media Policy  
**Manatū Taonga - Ministry for Culture and Heritage**  
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133-135 Lambton Quay  
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**From:** James Scott [mailto:S9(2)(a)]  
**Sent:** Friday, 11 December 2015 4:40 p.m.  
**To:** Rick Julian <S9(2)(a)>  
**Cc:** Mike Dee <S9(2)(a)> ; Trev James <S9(2)(a)> ; Rex Widerstrom <S9(2)(a)>  
**Subject:** Application for Non-commercial Radio Frequency: 106.1FM



Hi Rick.

I am pleased to submit an application for renewal of our broadcast licence for 106.1FM.

A cover letter is attached, and the documents comprising our submission are available from Dropbox via the following links.

All files in a zip (10.44MB)

<https://www.dropbox.com/s/5ix4kdcrgghdu75s/Hutt%20Radio%20licence%20renewal%20application.zip?dl=0>

-or- download the documents individually using the links below.

Application for a non-commercial radio frequency (248kB)

[https://www.dropbox.com/s/221bt2w15z4vwgt/Application%20for%20Non-commercial%20Radio%20Frequency%20%202015%20%28D-0631403%29\\_0%20%281%29.pdf?dl=0](https://www.dropbox.com/s/221bt2w15z4vwgt/Application%20for%20Non-commercial%20Radio%20Frequency%20%202015%20%28D-0631403%29_0%20%281%29.pdf?dl=0)

Appendix A – Hutt Radio Trust Deed (420kB)

<https://www.dropbox.com/s/7ydduou9uosyc3/Appendix%20A%20-%20Hutt%20Radio%20Trust%20Deed.pdf?dl=0>

Appendix B – Hutt Radio budget 2016 – 2018 (777kB)

<https://www.dropbox.com/s/fyxy3xnofb7sgah/Appendix%20B%20-%20Hutt%20Radio%20budget%202016%20-%202018.pdf?dl=0>

Appendix C – Hutt Radio accounts 2014 – 2015 (294kB)

<https://www.dropbox.com/s/yj16lm9ut183miy/Appendix%20C%20-%20Hutt%20Radio%20Accounts%202014-2015.pdf?dl=0>

Appendix D – Hutt Radio organisation chart (589kB)

<https://www.dropbox.com/s/ht20ea2zbnjtpux/Appendix%20D%20-%20Hutt%20Radio%20organisation%20chart.pdf?dl=0>

Appendix E – Hutt Radio capability statement (775kB)

<https://www.dropbox.com/s/wl0iu7oiepctk9u/Appendix%20E%20-%20Hutt%20Radio%20capability%20statement.pdf?dl=0>

Appendix F – Hutt Radio programme format – relationship to non-commercial broadcasting policy (2.74MB)

<https://www.dropbox.com/s/gm94smbwuzpy6mx/Appendix%20F%20-%20Hutt%20Radio%20programme%20format%20-%20relationship%20to%20non-commercial%20broadcasting%20policy.pdf?dl=0>



Appendix G – Hutt Radio key demographics (856kB)

<https://www.dropbox.com/s/hti3pba2zu7muum/Appendix%20G%20-%20Hutt%20Radio%20key%20demographics.pdf?dl=0>

Appendix H – Hutt Radio evidence of community support (3.40MB)

<https://www.dropbox.com/s/8j6uot4dxo3a213/Appendix%20H%20-%20Hutt%20Radio%20evidence%20of%20community%20support.pdf?dl=0>

Appendix I – Hutt Radio charter and programming policies (645kB)

<https://www.dropbox.com/s/0wivc2ahxgrgt78/Appendix%20I%20-%20Hutt%20Radio%20charter%20and%20programming%20policies.pdf?dl=0>

Appendix J – Hutt Radio sample programming (270kB)

<https://www.dropbox.com/s/orml9qqrvi2j0lm/Appendix%20J%20-%20Hutt%20Radio%20sample%20programming%20schedule.pdf?dl=0>

Appendix K – Hutt Radio a short history (776kB)

<https://www.dropbox.com/s/8lk4vurj0e58smq/Appendix%20K%20-%20Hutt%20Radio%20a%20short%20history.pdf?dl=0>

I have requested in my cover letter, that you arrange with the evaluation panel for an opportunity for us to talk to our submission and answer any questions. That will enable us to cover points that may have been missed as a consequence of Rex being absent in Australia. I expect that Rex will be back in New Zealand by the 11th January, so a session any time after that date would be great.

Please contact me if you have difficulty in retrieving the files from Dropbox.

Regards,

James Scott  
Trust Chair  
[S9\(2\)\(a\)](#)

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**From:** "James Scott" <j.scott@mt.govt.nz>  
**Sent:** Tue, 9 Feb 2016 12:53:46 +1300  
**To:** "Rick Julian" <rick.julian@mt.govt.nz>  
**Subject:** Re: 106.1 FM Allocation

Thanks Rick.

On 9/02/2016 12:48 p.m., Rick Julian wrote:

Hi James

I suspect it will go up later today or tomorrow morning. Our comms people were finishing off a draft notice that I reviewed this morning right after I emailed you and the other applicants.

Rick

**Rick Julian | Senior Adviser - Media Policy**  
**Manatū Taonga - Ministry for Culture and Heritage**  
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**From:** James Scott <j.scott@mt.govt.nz>  
**Sent:** Tuesday, 9 February 2016 12:28 p.m.  
**To:** Rick Julian <rick.julian@mt.govt.nz>  
**Cc:** Rex Widerstrom <rex.widerstrom@mt.govt.nz>  
Trev James <tr.james@mt.govt.nz>  
**Subject:** Re: 106.1 FM Allocation

Hi Rick.

Can you advise when a public announcement of this decision will be posted on the MCH website?

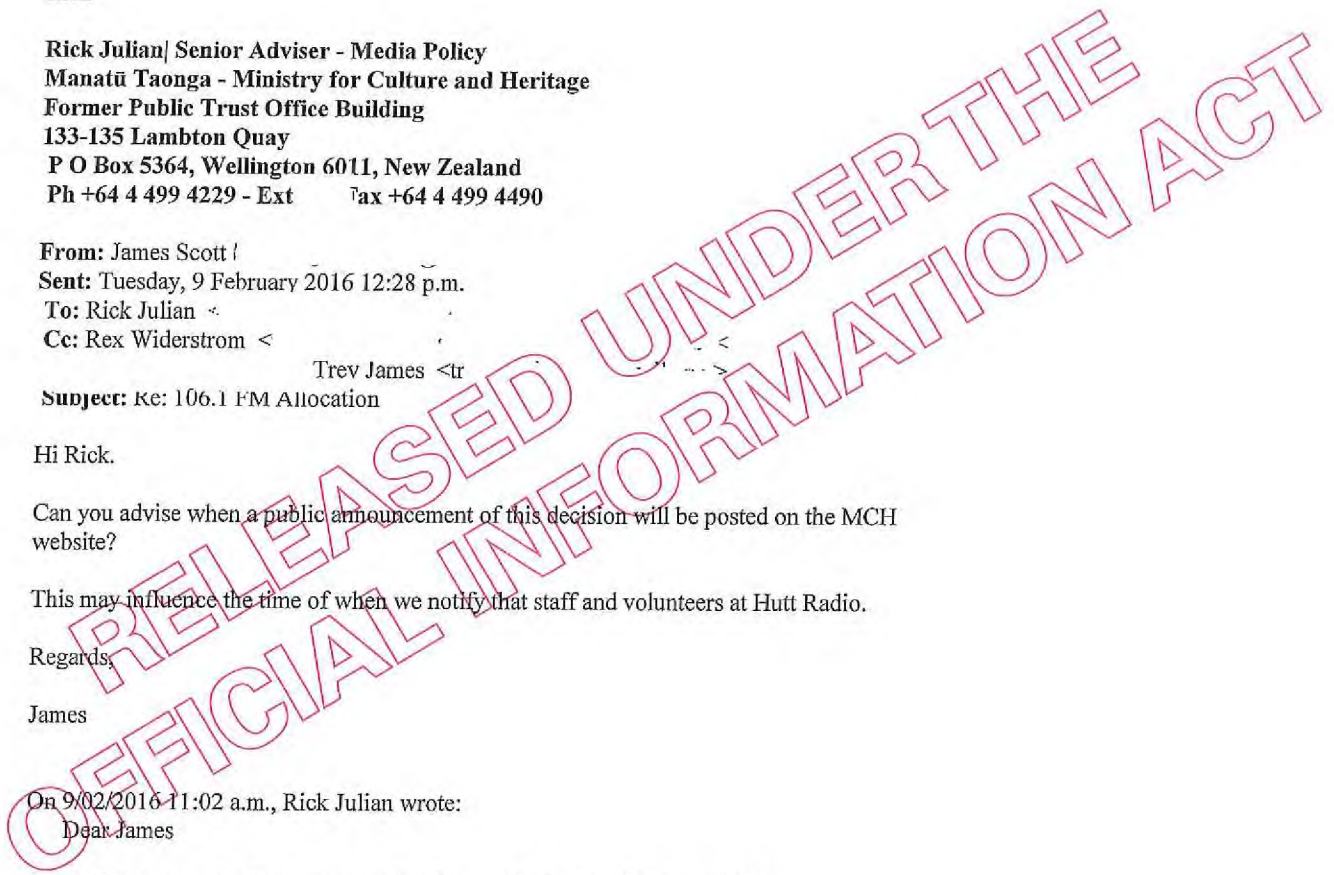
This may influence the time of when we notify that staff and volunteers at Hutt Radio.

Regards,

James

On 9/02/2016 11:02 a.m., Rick Julian wrote:  
Dear James

Further to our telephone conversation I am enclosing confirmation of the



allocation panel's decision. A hard copy is in the mail. I am sorry to be the bearer of bad news. I know this will be hard on the Trust and the people associated with the station. I hope that the best of Hutt Community radio will find a place on Wellington Access Radio.

As mentioned on the phone, I am retiring from the Ministry for Culture and Heritage on 11 February so I won't be around as the next steps play out. Until such time as my successor in the community radio part of the Media Policy team is announced I would suggest you liaise with Carrie Cooke, Manager Media Policy, over any matters arising.

Sincerely

**Rick Julian | Senior Adviser - Media Policy**  
**Manatū Taonga - Ministry for Culture and Heritage**  
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**133-135 Lambton Quay**  
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