

# MINUTES

**TITLE:** Communications Subcommittee  
**DATE:** Wednesday 9 April 2008  
**TIME:** 10.00am  
**VENUE:** Motueka Service Centre, 7 Hickmott Place, Motueka  
**PRESENT:** Crs N Riley (Chair), E J Wilkins, J L Edgar

**IN ATTENDANCE:** Corporate Services Manager (M W Staite), Publicity Officer (M Raffills), Administration Advisor (S E Hartley)

## 1 APOLOGIES

Moved Crs Edgar/Wilkins  
FN08/04/01

**THAT the apologies from Crs S Bryant and S Borlase be received.**  
**CARRIED**

## 2 RECEIPT OF MINUTES – 27 FEBRUARY 2008

Moved Crs Edgar/Wilkins  
FN08/04/02

**THAT the minutes of the Communications Subcommittee meeting held on 27 February 2008 containing resolutions numbered FN08/02/01 to FN08/02/05 be received.**  
**CARRIED**

## 3 REPORTS

### 3.1 Chairperson

Cr Riley spoke to his report, and added that he had been approached by the Golden Bay Weekly reporters asking if they could meet with this Subcommittee to discuss communications with the media.

It was noted that subcommittee members did not receive copies of all the district's local weekly newspapers, and this would be rectified.

Moved Crs Edgar/Wilkins  
FN08/04/03

**THAT the Chairperson's report be received.**  
**CARRIED**

### **3.2 Communications Officer**

Mr Raffills spoke to his report, highlighting the main projects Dry Crust was currently involved in. He advised that the organisers of the Home and Garden Show had asked whether Council would like to have a display at \$160/m<sup>2</sup>.

Cr Edgar suggested the “smart home” could be there.

Mr Raffills further advised that he had received requests for advertising in the forthcoming visitor guides. He pointed out that the Tasman Collection and Hummin’ in Tasman were located in all of the local “I” Sites.

Cr Edgar questioned job 5354, and wondered whether this would be more appropriate on the Tasman District Council website.

Mr Raffills explained that it was a facility for a link to a calendar, and would check the ongoing cost.

**Moved Crs Edgar/Riley  
FN08/04/04**

**THAT the Communications Project report dated 2 April 2008 be received.  
CARRIED**

### **3.3 Corporate Service Manager**

Mr Staite spoke to his report, and advised that the annual plan budget for the forthcoming year would be slightly lower than this current year. He also took the opportunity to thank Cr Riley for his Chairmanship of the Subcommittee during the past six months.

### **3.4 Newsline Distribution**

Mr Staite reported that the issues surrounding the distribution of Newsline – The Mag had been worked through, and a meeting was to be held with New Zealand Post.

Mr Staite advised that the draft Newsline would be distributed this Friday and would have a 24 hour review turnaround.

**Moved Crs Wilkins/Riley  
FN08/04/05**

**THAT the Newsline Distribution Report be received.  
CARRIED**

### **3.5 Media Coverage**

Mr Staite reported that the Council has a good relation with the media outlets, and was pleased with the coverage it was getting.

As a point of clarification, Mr Staite said Councillors may submit articles and/or comments to the Newline, except during the election period as outlined in the Local Electoral Act 2001. He added that anything councillors put out to the media should come through this Subcommittee first.

Mr Staite to follow up what jurisdiction community board members have with regard to reporting to the media.

**Moved Crs Riley/Edgar  
FN08/04/06**

**THAT the Media Coverage report be received.  
CARRIED**

There being no further business the meeting closed at 11.10 am.

Confirmed:

Date: