

MINUTES

TITLE: Communications Subcommittee
DATE: Wednesday 28 January 2009
TIME: 10.00 am
VENUE: Tasman Council Chambers, 189 Queen Street,
Richmond

PRESENT: Crs E J Wilkins (Chair), J L Edgar, S J Borlase

IN ATTENDANCE: Mayor R G Kempthorne, Cr S G Bryant, Corporate Services Manager (M W Staite), Communications Officers (M Raffills, B Dunne), Executive Assistant (V M Gribble)

1 RECEIPT OF MINUTES – 24 September 2008

Moved Crs Edgar/Wilkins
FN09/01/01

THAT the minutes of the meeting of the Communications Subcommittee held on Wednesday 24 September 2008, containing resolutions numbered FN08/09/01 to FN08/09/07 be received.
CARRIED

2 CHAIR'S REPORT – JANUARY 2009

Cr Wilkins advised she has received positive comments about the new Council logo. She reported on a meeting with Golden Bay Weekly who wanted to know criteria for putting items in the Weekly.

Moved Crs Wilkins/Borlase
FN09/01/02

THAT the Chair's Report dated 21 January 2009 be received.
CARRIED

3 CORPORATE SERVICES MANAGER

Mr Staite spoke to his report contained in the agenda. He said the Communications Strategy will become a priority once the draft LTCCP is completed.

Mr Raffills and Ms Dunne left the meeting while the Subcommittee discussed the Communications Tender.

Mr Staite advised that staff have commenced work on the Communications Tender. A workshop will be held to consider the draft, possibly early March 2009, with the contract commencing 1 July 2009.

Mr Staite said he would bring a report on Hubbub to the next Subcommittee meeting.

Subcommittee members agreed that balance of coverage of the district needs to be considered for Newslines. Ward Councillors need to advise Dry Crust of relevant information on their wards to be included in Newslines.

Mr Staite advised that discussion should be held at Subcommittee meetings on content of future Newslines.

Ms Dunne said copy for Newslines is obtained from Council staff on projects and they try to keep the spread as broad as possible. She said issues are 12 pages now and there is still a lot of information left out because of lack of space.

Mayor Kempthorne arrived at the meeting at 10.35 am.

**Moved Crs Wilkins/Edgar
FN09/01/03**

**THAT the Corporate Services Manager's Report dated 21 January 2009 be received.
CARRIED**

4 COMMUNICATION OFFICER'S REPORT – JANUARY 2009

Mr Raffills spoke to his report contained in the agenda. He advised that Dry Crust staff will be having a more regular presence at Council this year.

Mayor Kempthorne said Lifestyle for All Season is a good promotional item for the region to be used as gifts, but sponsors won't be able to be sought for it.

Mr Raffills asked the Subcommittee to consider whether an update should be undertaken on A Place to Live and Lifestyle for All Seasons DVD.

**Moved Mayor Kempthorne/Cr Borlase
FN09/01/04**

**THAT the Murchison book on 100 years be produced, Lifestyle for All Season book and DVD and A Place to Live be updated.
CARRIED**

Mr Staite said the Chief Executive had suggested there should be children's take aways at the shows, eg balloons with a message, stickers etc.

Mr Raffills said he receives requests from organisers of other events around the district for a Council presence.

**Moved Mayor Kempthorne/Cr Edgar
FN09/01/05**

THAT the Communications Subcommittee confirm attendance at the A&P shows for 2009/2010 and proposed content for the show be reported back to the Subcommittee.

CARRIED

Cr Bryant asked if Councillors could have turns at writing a column in Newline – The Mag.

Ms Dunne said councillor comment could be included in a “ward” page of Newline – The Mag.

Cr Wilkins preferred any comment to be from a ward point of view, rather than individual councillors. She suggested the matter be discussed further at the workshop.

Cr Edgar said that community boards should be included in Newline – The Mag as part of a relationship building exercise.

Mr Raffills tabled a draft updated Newline – The Mag for the Subcommittee to consider.

5 MEDIA REPORT – 19 JANUARY 2009

Ms Dunne spoke to the Media Report contained in the agenda.

**Moved Crs Wilkins/Borlase
FN09/01/06**

THAT the Communications Officer’s report and Media reports dated 19 January 2009 be received.

CARRIED

The meeting concluded at 11.31 am.

Chair:

Date: