

REPORT

TO: Chair & Members, Communications Subcommittee
FROM: Mark Raffills
DATE: 2 April 2008
SUBJECT: **Communications Project**

Purpose

To update subcommittee members on the current list of projects being worked on.

Current Jobs

The detailed list showing jobs being worked on at the moment is attached. Of particular note are the following projects:

- Annual Plan – draft is done.
- Mapua Structure – publicity material
- Richmond South - publicity material
- Newslite, Mudcakes & Roses and Boredom Busters

Things have quietened down somewhat going into Autumn with Hummin' distribution, Tasman Collection marketing and A&P Shows all finished for the year.

We are now concentrating on publications and individual projects from staff members over all departments.

Recommendation

That the Communications Project report dated 2 April 2008 be received.

Mark Raffills
Communications Officer