

# MINUTES

**Title:** Information and Publicity Subcommittee  
**Date:** Wednesday 20 April 2005  
**Time:** 8.30 am  
**Venue:** Downstairs Meeting Room  
**Present:** Crs E E Henry, R G Kempthorne  
**In Attendance:** Corporate Services Manager (D G Ward), Publicity Officers (M Raffills, A Langley), Environmental Education Officer (C Webster), Corporate/Engineering Administrator (V M Gribble)

## Apologies

Moved Crs Kempthorne/Henry  
FN05/04/01

**That apologies for absence from Cr P K O'Shea be sustained.  
Carried**

## 1 Minutes – 23 March 2005

Moved Crs Kempthorne/Henry  
FN05/04/02

**That the minutes of the Information and Publicity Subcommittee meeting held on 23 March 2005 be confirmed as a true and complete record of the proceedings of that meeting.  
Carried**

## 2 Chairperson's Report

### 2.1 Publicity Strategy

The Publicity Strategy will be distributed to Councillors, Community Board Members, Managers and Service Centres.

### 2.2 Arts Culture & Heritage Workshop

Cr Henry reported on her attendance at this workshop which was organised by Department of Internal Affairs. It was attended by representatives from arts, culture and heritage sectors.

### 2.3 Golden Bay Community Board

Mr Ward reported that the Golden Bay Community Board had asked for help in getting information from their meetings reported in the paper. They were advised that Council is reviewing its advertising and information strategy, with a view to using local publications and the website as the primary source of disseminating information to residents of the district.

## **2.4 Fresh FM**

Fresh FM have requested a grant of \$8,400 for transmission equipment to cover the Pohara/Tata Beach areas of Golden Bay.

Cr Henry said they had also applied to Creative Communities for funds.

## **3 Publicity Officer's Report**

Mr Raffills reported that he has been working on the following projects:

- Draft Annual Plan
- Tasman Futures Report
- Website Development
- Hubbub
- Building Consent Forms
- TRMP Guides

A website report will be presented to the next meeting of the Information and Publicity Subcommittee.

Cr Kempthorne asked that the Chair of Information and Publicity and the Corporate Services Manager prepare a press release for the website launch.

## **4 Financial**

### **4.1 Nelson Tasman Chamber of Commerce Business Awards**

A request had been received from Nelson Tasman Chamber of Commerce for Council to again sponsor the Business Awards for 2005.

Mr Ward advised that Council has sponsored awards to the level of \$1,000 plus GST and recommended they be sponsored again this year.

Moved Crs Kempthorne/Henry  
FN05/04/03

**That sponsorship of \$1,000 plus GST be provided for the 2005 Nelson Tasman Chamber of Commerce Business Awards, with funds being allocated from Council's public relations budget.**

**Carried**

### **4.2 Sport Tasman – Sportsman of the Year**

Cr Kempthorne and Mr Ward both declared an interest in this item as they are both Directors of Sport Tasman.

Council has received an invitation to act as naming rights sponsor to the Junior Sportsman of the Year category.

Moved Crs Henry/Kempthorne  
FN05/04/04

**That sponsorship of \$1,000 plus GST be provided for the Junior Sportsman of the Year Award, with funds being allocated from the Information and Publicity Subcommittee's discretionary budget.**

**Carried**

## **5 Joint Nelson City Council/Tasman District Council Brochures**

Ms Webster advised that Nelson City Council had approached her about producing joint brochures for such things as dry wood suppliers etc.

Cr Henry advised Ms Webster to get approval from her manager and noted that any brochure that is produced using the Tasman District Council logo must go through Dry Crust Communications.

## **6 Draft Newsline 113**

The Subcommittee was advised that draft Newsline 113 would not be available for proofing until later in the day.

The Corporate Services Manager would sign it off for printing and it will be distributed to households throughout the district during the week commencing 2 May 2005.

## **7 Newsline 114 Content**

- Website Development – cover story
- Creative Communities
- Environmental issues, eg winter, clean air
- Clean streams
- Building Act
- Progress on office building
- Network Tasman – energy efficient lights

The meeting concluded at 9.20 am

Date Confirmed:

Chair: