

## WELLINGTON CITY COUNCIL

### Minutes of the Pacific Advisory Group Meeting on 20 January 2010

#### **Present:**

Ida Faiumu-Isa'ako (Chairperson - Samoa)  
Kolovula Murphy (Deputy – Tonga)  
Pisa Alaifea (Deputy – Samoa)  
Mailigi Hetutu (Niue)  
Malakai Jiko (Fiji)  
Danny Kauraka (Cook Islands)  
Avia Liai (Tuvalu)  
Mafi Katoa (Tonga)  
Ana To'o (Samoa)  
Martha Ahmed (Tokelau)  
Brenda Cottingham (Niue)  
Tina McNicholas (Fiji)

Deputy Mayor Ian McKinnon  
Marie Retimanu-Pule  
Bessie Fepulea'i  
Trudy Jenkins

#### **Welcome:**

- Warm pacific greetings and welcome from the Chairperson who thanked everyone for attending the meeting.

#### **Opening Prayer:**

- Martha Ahmed

#### **Apologies:**

- Councillor Leonie Gill, Councillor Iona Pannett

#### **CONFIRMATION OF MINUTES**

- The Minutes from the previous meeting were moved as a correct record by the PAG.

#### **ADDRESS BY DEPUTY MAYOR IAN MCKINNON**

- Deputy Mayor Ian McKinnon thanked everyone for their attendance at this meeting. He acknowledged the work of the PAG members in helping to organise the upcoming Pasifika Festival. He noted if there was any assistance he could give and if there were any problems with

the Festival then people could always come to him. He also noted the recent tragedies in Samoa and Tonga and that we should be mindful of the people in Haiti. He said that it is an honour to be part of the PAG and that people can email him with any issues as he checks his email on a regular basis.

- It was queried if anyone knew how many people of Haiti live in New Zealand. Deputy Mayor Ian McKinnon said that he would look into this and who to contact in New Zealand. It was agreed that the PAG would send their sympathies when a contact was known.

## **PASIFIKA FESTIVAL**

- It was noted that it has been agreed the people can bring barbeques for their stalls with some stalls will be using burners. These barbeques can only be used to warm food and if sausages are sold then these stalls will be closed down. PAG members will need to assist with the monitoring of this.
- Concerns were raised about the cooking of food too early. Cooking must be done in the morning and brought straight to the park to put on the barbeques.
- Council will be providing fridges and freezers the cost of which will be reimbursed by the stallholders. Freezing water in plastic bottles is another way that food may be kept cool.
- Signage must be provided on the stalls and PAG members need to inform their groups of this requirement. This signage must include a menu with ingredients.
- Biodegradable plates were discussed at a recent meeting and the vendor has agreed to give a further discount for stallholders for the Festival. This vendor cannot supply cutlery. There will be bins provided on the day to separate biodegradable items, plastic and food waste.
- The layout of the marquees will be the same as the previous year. Council are looking at a way to make the wash station areas safe. One suggestion was to block off the front of the marquee only providing access from behind. This will be looked into.
- Council are currently looking at health providers attending on the day to do health checks. DHB will be the umbrella organisation. Space for this is still being looked into. Ida Faiumu-Isa'ako will follow this up via CCDHB.
- Deputy Mayor Ian McKinnon said that WEMO should have a presence on the day and asked whether there was room to accommodate them. Bessie Fepulea'i will look into this.

- So far the corporates who have agreed to attend include Victoria University, Otago University, New Zealand Police, Statistics New Zealand, Family Planning. It was queried whether there were any contingency plans if anyone needs to be arrested, lost property and lost children. Bessie Fepulea'i said that Events would be looking into this.
- There are 15 confirmed stalls for food including three vendors who will be located outside the marquees.
- There are 7 confirmed stalls for arts and crafts. The Cook Island contingent that attended last year will be attending again bringing six different vendors with them. Langi's Island Styles will also have a stall and will be providing a fashion show.
- It was agreed to include the late Tuvalu application for an art and craft stall.
- A draft performance programme was tabled. The opening formalities have yet to be confirmed. There will be three speakers on the day including Hon Georgina te Heuheu; Deputy Mayor Ian McKinnon and Ida Faiumu-Isa'ako. The opening prayer will be conducted by Sonny Taimalelagi (to be confirmed). Bessie Fepulea'i asked for suggestions from PAG for a Reverend to conduct the closing prayer.
- Deputy Mayor Ian McKinnon suggested that the closing be held earlier, before the actual finish of the programme, because people tended to leave before the end of the Festival. He also suggested that the programme could be ended earlier than indicated or possibly look at the placement of the last youth performance.
- Other suggestions included having dignitaries assembled backstage ready to go on by the end of the last performance. Move the programme up by half a hour and making the opening shorter. Have fewer youth performances. Finish at 4.30pm instead of 5.00pm.
- It was discussed whether Deputy Mayor Ian McKinnon should close the Festival or the Reverend. Bessie Fepulea'i to confirm this at the next meeting.
- It was noted that the timing of the performances will be kept tight. Performances can only be 10 minutes long. Performance groups should be made aware of this.
- It was agreed to look into the possibility of including Niue into the programme as their application had not been received.
- Information letters will be sent to all stallholders and performance groups shortly.
- It was noted that the budget was in deficit. Discussion was held around the budget. It was queried why we were paying NiuFM. *Bessie*

*Fepulea'i said that Council were still looking into this but NiuFM made it clear last year that they wanted to be paid next year for their services. Can catering be reduced? This depends on how many people RSVP.*

- Last year it was agreed the Council would use local radio stations for advertising. It was noted that there is a cost of about \$20 per day to put adverts on the radio. It was agreed that \$100 would be paid to the local groups (Cook Islands, Niue, Samoa, Tonga and Tokelau) who have radio stations to advertise the Festival.
- Posters will be ready for distribution by the end of this week.
- It was agreed to have a meeting the week before the Festival – Wednesday, 10 February 2010, where the programme and budget will be discussed.
- Events are looking at signage for the craft stalls. This year this signage will be more robust as the overall look is very important.
- Decoration of the tents will be discussed at the next meeting. It was suggested that this could possibly be carried out the Friday before the Festival. It was noted that decoration provided by Niue went missing last year. Security of items donated for decoration should be made a priority.
- Discussion was held regarding the provision of leis for dignitaries. It was agreed that only three to four live leis would be provided for the speakers and that plastic ones would be provided for everyone else. Danny Kauraka would look into organising the live leis.
- Events are looking into providing ezi-ups to provide sun shelter on the day. Marie Retimanu-Pule will confirm how many will be available for the Festival at the next meeting.
- It was queried whether PAG members would be assigned tasks on the day. It was suggested that they could help out in the VIP area. It was noted that PAG members are included as part of the VIP contingent. This will be discussed at the next meeting.
- Tangata Pasifika, S'Pacific will also be attending on the day.
- It was suggested that the Festival be filmed and the tapes sold to increase revenue. It was noted that this would mean an added cost at the outset that may not be recompensed.

#### **Closing Prayer:**

- Pisa Alaifea

**Next Meeting:** 10 February 2010

**Meeting Closed:** 7:48pm

DRAFT