

## Record of Pacific Advisory Group meeting, 9 March 2011

<b>Venue &amp; Time</b>	5.30 to 8.00 pm, Committee Room 1, 101 Wakefield Street
<b>Present</b>	<b>Members:</b> Ida Faiumu-Isaako, Malakai Jiko, Lopeti Tefoto, Danny Kauraka, Martha Ahmed, Brenda Cottingham, Mailigi Hetutu, Anna To'o, Mafi Katoa. <b>Council Officers:</b> Bessie Fepulea'i, Marie Retimanu-Pule. <b>Councillor:</b> Leonie Gill, Ian McKinnon, Paul Eagle. <b>Guests:</b>
<b>Apologies</b>	Councillor: Avia Liai, Manea Allan-Moetaua .

### Agenda and Minutes 9 March 2011

	<b>Agenda Item</b>	Key points
-	Chair welcomes the group	Welcoming words from the Chairperson.
-	Adoption of Minutes	Minutes of the 9 February 2011 meeting were adopted. (Ana/Danny)
<b>1</b>	Matters arising	<b><u>Discussions: Matters arising from Minutes</u></b> Review of action points from last meeting
<b>2</b>	Pasifika Festival 2011	<b><u>Feedback from the Pasifika Festival 2011:</u></b>  <b><i>Feedback from the Councillors –</i></b> The Councillors thanked the PAG for the successful Festival this year and the group for their contributions throughout their 3year term.  Councillors felt that the: <ul style="list-style-type: none"> <li>• Marquee provided for the Festival this year worked well</li> </ul>

- The stage was a focal point for the Festival and
- The performances on the day were of high standard.
- The performers could be promoted this year for other events around the City
- the marquee could be provided by the events team rather than coming from the festival budget

Although the food and craft stalls were very popular it was felt that t that more work needed to go into promoting before the festival.

Councillors thanked Ida for her leadership as the Chairperson of PAG over the last 3 years and wished those who were standing again, the best for the elections.

Ida thanked the Councillors for their support and contribution to the PAG and to the wider Pacific Communities in the past three years.

**Feedback from PAG members:**

***Councillor Gill -***

- Would like to see have the whole PAG on the stage during the formalities.
- Not enough chairs for the guests on stage.

***Mailigi Hetutu –***

- There were no names for most of the stalls this needs to be looked at for the next festival.
- Some confusion over charging for the food stalls-Follow up with the Events team.

***Pisa Joe Alaifea –***

- It was unclear if there was any fire hazard equipment, this is information that should be given to all stallholders- follow up with the Events Team

Can the Marquee be booked for following years – follow up with events Team

- Was there any feed back on the Publicity around the Festival - find out if the Publicity that was used this time round was successful or not. Marie to follow up

- Can we book the same stage for next year – Events Team
  - Felt the whole day flowed very well.
  - It was great to see rubbish bins available throughout the whole day.
  - The Corporate Stalls location needs to be part of the main event and allow public access
  - need for more activities to happen around the outside of the tent and maybe look at children’s activities to be integrated into the event.
  - Great work by the MC’s.
  - Need to confirm the headline act earlier in the process.- Events team
- Dan Kauraka –***
- need to develop marketing plan early in conjunction with the PAG. It was felt that the publicity for the Festival was too late
  - The timing for sending information and the invitations to the VIP’s, food stall holders, craft stall holders and corporate stalls need to be reviewed. They were sent out very late in the process – Events Team
- Ida Faiumu-Isaako (Chairperson) –***
- Suggested the chairperson to make contact with Events team to get update on budget including the cost of the Marquee and payments for the community radio stations that had advertised the Festival.
  - group requires an overall evaluation of the Festival from Events team and to share their feedback
- General Feedback –***
- There is a need to make sure that the general public do not sit on the Siapo (Tapa cloth) at the next festival although Vula thought it was alright for VIP’s to sit on the Siapo.
  - Martha and Matt did a great job being Master of Ceremony through out the whole day. Well done!

		<ul style="list-style-type: none"> <li>-Look at having more foodstalls if the marquee is being used for the next festival.</li> <li>-Not enough trestle tables for the stalls.</li> <li>-Not enough children's activities.</li> <li>-Joe Seupule is available to conduct live tattooing on the day of the event.</li> <li>-If sponsorship is sourced early, there may be a chance of no payments for community groups for all stalls for the festival.</li> <li>-A recommendation to the Events team to have or contract Pacific People to run the Festival.</li> </ul>
3	Pacific Advisory Elections	<p><b>Discussion: Update on PAG Elections</b>  Nomination forms are now available for the Pacific Advisory Group elections and will close on the 21 March 2011.  Ross Bly will oversee the elections for Pacific Advisory Group ( Monday 28 March 2011.)</p> <p><b>Actions:</b>  <i>Bessie to send out reminder about the PAG elections.</i></p>
4	Pacific Forum	<p><b>Discussion: Update on Pacific Forum</b></p> <p>There will be a new approach on how all the forums will be run on the night. There will be 2 focus groups on the night and people can choose what areas they have an interest in discussing  Topics for these focus group discussions have been confirmed as Climate Change and Civil Defence.</p> <p><b>Action:</b>  <i>Bessie to send out invitations for the Pacific Forum.</i></p>

5	General Business / Community Reports	<p><b>Discussion: Final Words from PAG members</b></p> <p><b>Brenda Cottingham – Niue Rep</b> It has been a pleasure to work with everyone on PAG and all the best for the new PAG.</p> <p><b>Pisa Joe Alaifea – Samoa Rep</b> Thank you to everyone for the great work put into PAG for the past 3years.</p> <p><b>Mafi Katoa – Tongan Rep</b> I would like to wish everyone all the best for the future and it’s been great working with PAG.</p> <p><b>Mailigi Hetutu – Niue Rep</b> This PAG has been a great team to work with. Thank you for your work.</p> <p><b>Ana To’o – Samoa Rep</b> Thank you for the work in PAG and I will not be standing again in the next election.</p> <p><b>Malakai Jiko – Fijian Rep</b> Thank you to everyone that has put in great work in PAG.</p> <p><b>Martha Samasoni – Tokelau Rep</b> I would like to thank everyone on PAG and I’ve enjoyed the 3years.</p> <p><b>Lopeti Tefoto – Tuvalu Rep</b> Thank you to everyone on PAG for the great work in the last 3years. All the best to those standing again.</p> <p><b>Dan Kauraka – Cook Island Rep</b> I’ve really enjoyed my time in PAG and I’ve made some great new friends. All the best to those standing for PAG Elections.</p> <p><b>Ida Faiumu-Isaako – Samoan Rep</b> Thank you to PAG for the support and the hard work put into PAG for the last 3years. I’ve enjoyed my time as Chairperson and would like to announce that I am standing again for a 2<sup>nd</sup> term. All the best to those standing but most important well done to everyone for being a great group to work with. Fa’afetai ma ia</p>

		manuia.  Closing Prayer Ida Faiumu Isaako  <b>Action:</b>
<b>6</b>	Date for next meeting	11 May 2011 at 6.00pm.