

Archive of Record of 2011 Meetings: Pacific Advisory Group

[Insert, most recent at the top, Meeting details, Agenda and Minutes, Follow-up Actions and Sub-group Updates once completed.]

Meeting Details for 19 January 2011

Venue & Time	5.30 to 8.00 pm, Committee Room 1, 101 Wakefield Street
Present	Members: Ida Faiumu-Isaako, Vula Murphy, Malakai Jiko, Lopeti Tefoto, Danny Kauraka, Martha Ahmed, Tina McNicolas, Brenda Cottingham, Pisa Alaifea, Mailigi Hetutu Council Officers: Rebecca Hardie, Derek Fry, Bessie Fepulea'i, Marie Retimanu-Pule, Jenny Rains. Councillor: Paul Eagle, Ian McKinnon Guests:
Apologies	Councillor Leonie Gill, Councillor Ian McKinnon, Manea Allan-Moetaua, Ana To'o, Mafi Katoa.

Agenda and Minutes 17 November 2010

#	Agenda Item (min)	Key points / Decisions
-	Chair welcomes the group	Welcome from Chairperson. Chairperson asked that the first items on the Agenda be moved to the end of the meeting as Rebecca Hardie from Events needed to leave early for another engagement. The group agreed.
-	Adoption of Minutes	Minutes of the 16 December 2010 meeting were adopted. (Brenda/Martha)
1	Update from Events Team.	Discussion – Pasifika Festival 2011 Rebecca Hardie:

2	Pasifika Festival 2011	<p>Pasifika Festival 2011 Planning: A presentation was presented by Rebecca from the Events Team to give an update on the Pasifika Festival.</p> <p>Stalls/Performance Application Forms: Rebecca reported back to PAG that there were only 7 applications that had come through, and Events team are still waiting for more as the closing date was set for Friday 14th Jan but PAG together with Events team agreed that it can be extended to Friday 21st Jan.</p> <p>Each Island Nation is to provide 2 Food Stalls and 1 Craft Stall.</p> <p>Events team are looking at having 14 Food stalls and 7 Craft Stalls. Each Food Stall will pay \$200 while PAG agreed to have the Craft Stalls pay \$100 each.</p> <p>The Stall Holders Meeting will be either 15th or 16th February. <i>Rebecca to confirm at next meeting.</i></p> <p>Rebecca confirmed there will be Fridges and Freezers available for the day for all Food Stall holders.</p> <p>There is to be 1 contemporary and 1 traditional performance from each Island Nation. Performance Groups will be paid \$500 for the full 10minute performance.</p> <p>Rubbish bins available through out the whole day.</p> <p>Backs will be put in behind Craft Stalls if the sides of the tent need to be put up because of hot weather. The backs for the Craft stalls are to protect items from any unnecessary access.</p> <p>MC for Festival: Rebecca explained that the MC had not been confirmed yet. There was discussions at the last meeting to have the MC's from NiuFM that are from Auckland, but PAG felt that we should be using our own talented MC's.</p> <p>PAG asked if Tofiga had been approached and Rebecca replied to say that she will ask Tofiga and report back.</p> <p>PAG are to send through emails with potential names for MC's to Rebecca.</p>
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Activities/Workshops during the Festival:

Fashion Show: There will be no fashion show this year.

Best Pacific Dress Competition: An idea was raised to advertise for the Public to come dressed in their best Pacific wear on the day of the Festival and for PAG members to judge and give out spot prizes for those that fit the criteria.

Allocate time for each PAG member to choose a member of the public.

Spot prize can be Rugby Tickets. Rebecca to follow up on this possibility.

Rugby Union Info Tent:

Rugby Union will have a tent and some small activities for the children to celebrate the World Cup Rugby and encourage local rugby.

Small Workshops:

Discussions around having small workshops during the day for the public. Rebecca had spoken with the Youth Team on running some small workshops around making Ula Lole (Lolly Lei's). Ida expressed that Health wise Lolly Lei's is not a good fit for the Pacific Community.

Rebecca to speak with Youth Team and feedback at next meeting.

Other workshops were mentioned like, tattooing, and cook island pareu (lavalava). It was expressed that the group needed to know the size of the space left in the tent before any confirmation was made for workshops.

A Question was asked if the people demonstrating the workshops would be paid and Rebecca answered that this would certainly be a factor for the Budget to cover.

Rebecca would report back to PAG about the space in the Tent for workshops and confirm any payments for demonstrators.

Parking for the stall holders:

A question was asked about where the stall holders can park on the day. Rebecca will look into the Parking

		<p>Area at the end of Te Papa, which was only \$5 at the last 2 Festivals. There will only be drop off points for Stall holders but not permanent parking for the day free of charge.</p> <p>Corporate Stalls: Rebecca from the Events team will now be coordinating the Corporate Stalls not NiuFM as it was said in the last meeting. This has changed due to the proposal that was sent through from Rebecca requesting that Access Radio and NiuFM get a fare share of the funds for promoting the Festival on each network.</p> <p>It was discussed that it was important the Corporate Stall holders be contacted and stalls need to reflect how each organisation can be of benefit to the Pacific Community.</p> <p>Corporate Stalls are to stay at the same fee of \$500. They will receive 1x table and 2x chairs. No lunch will be provided. Rebecca will need to make this clear to all Corporate Stall holders.</p> <p>Action: <i>Rebecca to confirm at the next meeting Food Stall holders meeting date and time.</i> <i>PAG to send through potential names for an MC for the Festival to Rebecca before the next meeting.</i> <i>Rebecca to report back about the all day parking by the Te Papa.</i></p>
3	Pasifika Festival	<p>Discussion: VIP Listing</p> <p>Rebecca explained that the VIP letter is being prepared and is waiting for confirmation of format before it's sent out to the VIP's. Rebecca has contacted MP VIP's to have Festival on their radar with a formal invitation to follow.</p> <p>PAG are concerned that the list may not be updated and would like a copy of the list sent to them to update any new VIP's or add VIP's that may not be on the list including Prime Minister John Key and Labour Leader Phil Goff.</p> <p>Rebecca showed PAG where the VIP area will be for this years Festival which will be in the Chaffers Room in the building opposite Waitangi Park. Rebecca explained that the VIP's can enter this room to have tea, coffee and food. They will then make their way back under the tent and an area of seating in front of the Stage will be made available for the VIP's to enjoy the festival.</p>

		<p>Comment was made about the positioning of the seated area for VIP's as it is culturally sensitive to have people stand in front of people who are seated. Rebecca replied that this would be looked at to make sure this does not happen on the day.</p> <p>Actions: <i>Rebecca to send VIP List to Bessie to be sent out to PAG for any changes or corrections</i></p>
4		<p>Discussion: Radio Proposal Rebecca presented a presentation about the Radio Proposal. A copy of the Radio Proposal presentation can be obtained from Rebecca.</p> <p>The recommendation that Rebecca had presented was to give each Radio Network \$3000 dollars each. \$3k for Access Radio and \$3k for NiuFM.</p> <p>Some felt that it was to late in the planning to look at this proposal and not make any decisions as time was not on our side. The feeling was to just run with what was given as time is of the essence. PAG would like it minuted that this sort of work needs to be done much earlier in the planning rather than later.</p> <p>Vote was casted to see how many agreed with the recommendation 8 was for the recommendation and 2 were against.</p> <p>Danny advised that the Live promo's for the Festival on the Cook Island Radio was the best approach for the Cook Island Community. Danny would look at doing this again.</p> <p>With the split being \$3k for each network it was made clear that the 3k was not to cover for MC's as well.</p> <p>Some PAG members felt that in the past their views were ignored but this time Access Radio programmes were able to be paid \$3k.</p> <p>Pere Maitai Director of Programming for NiuFM was present and explained how they are more then happy to work with the Local Radio Stations. Pere explained that Wellington is the 2nd largest Audience for NiuFM. Pere also invited PAG to the opening of their station here in Wellington.</p>

		<p>Each Island Nation will decide how to promote the Festival on their own radio stations.</p> <p>Ida will send a letter to Afamasaga and arrange a meeting ASAP to discuss a Schedule. This will be sent out to the group once it has been confirmed.</p> <p>Action: <i>Ida to speak with Afamasaga about a schedule and report back to next meeting.</i></p>
5	General Business	<p>Discussion: Other Items noted for Rebecca</p> <p>Rebecca leaves the meeting early for another engagement.</p> <p>Ida had noted she will send an email to Rebecca regarding the items listed below.</p> <p>Items for Rebecca:</p> <ol style="list-style-type: none"> 1. Reverend Opening Ceremony – Reverend Faulkland Liuvaie (Niue) back up will be Cook Island 2. Mailigi to organise a Niue choir for the opening. 3. Ida to ask Mayor to Open Festival if not already done. 4. Tina McNicolas to play host for Minister of Pacific Georgina Te HeuHeu <p>NOTE: Pasifika Festival needs to be organised much earlier in the year for the next Festival. Time frame is very frustrating for the Communities.</p> <p>Action: <i>Ida to send notes to Rebecca before the next meeting.</i></p>
6		<p>Discussion</p> <p>Actions</p>

7		Actions
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6		
7	Other business (10)	Ida spoke last words. Prayer Danny Kauraka
	Date for next meeting	9 Feb 2011 at 6.00pm.