

Minutes of a meeting of the
Communications Committee held in the
Council Chamber at Philip Laing House,
144 Rattray Street, Dunedin on
Wednesday 1 May 2019 commencing at 2PM

Membership

Cr Michael Deaker	<i>(Chairperson)</i>
Cr Carmen Hope	<i>(Deputy Chairperson)</i>
Cr Graeme Bell	
Cr Doug Brown	
Cr Trevor Kempton	
Cr Michael Laws	
Cr Ella Lawton	
Cr Sam Neill	
Cr Andrew Noone	
Cr Gretchen Robertson	
Cr Bryan Scott	
Cr Stephen Woodhead	

Welcome

Cr Deaker welcomed Councillors, members of the public and staff to the meeting.

1. APOLOGIES

No apologies were noted.

2. LEAVE OF ABSENCE

The leaves of absence for Cr Woodhead, Cr Kempton and Cr Noone were noted.

3. ATTENDANCE

Sarah Gardner (Chief Executive)
Nick Donnelly (General Manager Corporate Services and CFO)
Gavin Palmer (General Manager Operations)
Sally Giddens (General Manager People, Culture and Communications)
Andrew Newman (Acting General Manager Policy, Science and Strategy)
Liz Spector (Committee Secretary)

4. CONFIRMATION OF AGENDA

The agenda was confirmed as tabled.

5. CONFLICT OF INTEREST

No conflicts of interest were advised.

6. PUBLIC FORUM

No public forum was held.

7. PRESENTATIONS

No presentations were conducted.

8. CONFIRMATION OF MINUTES

Resolution

That the minutes of the meeting held on 20 March 2019 be received and confirmed as a true and accurate record.

Moved: Cr Brown
Seconded: Cr Lawton
CARRIED

9. ACTIONS

Status report on the resolutions of the Communications Committee

10.1 ECO Fund Applications – January 2019	31/01/2019	1) 2)	<i>Receives this report. Approves the funding recommendations of the ECO Fund decision panel for the following applications to a value of</i>	COMPLETE
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		<p><i>\$73,666 as per attached summary sheet of projects:</i></p> <p><i>Applications under \$5,000</i></p> <p><i>Applications over \$5,000</i></p>	
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10. MATTERS FOR COUNCIL DECISION

10.1. ECO Fund - Decision Panel

Resolution

That the Council approves:

- 1) *The nomination of Cr Bell, Cr Kempton and Cr Woodhead to the decision panel for Round 3.*
- 2) *That Lisa Gloag, Manager Communications and Engagement, contacts the selected Councillors to start the process for Round 3.*

Moved: Cr Deaker
 Seconded: Cr Robertson

CARRIED

11. MATTERS FOR NOTING

11.1. General Manager's Report on Progress

General Manager of People, Culture and Communications Sally Giddens along with Rebecca Borland, Team Leader Communications and Engagement addressed the Committee about engagement activity between 14 March and 17 April. Ms Giddens said the team was focusing on three strategic priorities - internal comms, customer services, and stakeholder engagement. She stated a key output will be creation of a master calendar of communications and engagement activities for improved visibility and planning. CE Sarah Gardner said creation of such a master calendar would facilitate engagement and will be shared with the wider organisation, including ELT and the Councillors. Communications Channels Manager Eleanor Ross said her team were investigating potential tools to develop this master calendar. Councillor Deaker said he appreciated management's focus on financial discipline as well and felt it a critical part of the future focus.

Councillor Deaker mentioned the Enviroschools program and the good work related to sustainability and biodiversity going on in local schools. He also reported on a recent meeting with a Dunedin secondary student who would like to see an ORC Youth Council set up. Cr Deaker thought this idea was worth pursuing and that information on the ECan Youth Council should be sought. Councillor Robertson agreed and said a youth council would be a good idea. Ms Giddens said she would make contact with ECan to gather information about their Youth Council.

Councillor Deaker also noted the increase in social media engagement numbers over the past year. Councillor Scott asked that the Communications team review indexing to improve search

functionality on the ORC website. He said he found it challenging to find specific information on the website. There was no further discussion and Councillor Deaker asked for a motion.

Resolution

That the Council:

- 1) *Receives this report.*

Moved: Cr Hope
Seconded: Cr Deaker


CARRIED

12. NOTICES OF MOTION

No Notices of Motion were advised.

13. CLOSURE

The meeting was declared closed at 02:43 pm.

 12.6.19
Chairperson Date