

Chairperson and Community Board Members
ŌTAKI COMMUNITY BOARD

14 FEBRUARY 2012

Meeting Status: **Public**

Purpose of Report: For Decision

COMMUNITY BOARD TRAINING OPTIONS 2012-2013

PURPOSE OF REPORT

- 1 This report seeks the Board's consideration and approval of Community Board members' attendance at training sessions during 2012 and 2013.

SIGNIFICANCE OF DECISION

- 2 This report does not trigger the Council's Significance Policy.

BACKGROUND

- 3 Community Boards are delegated to make decisions on the allocation of an annual budget of \$3,000 for training and development purposes.
- 4 A number of Board members received approval to attend training modules held by Local Government New Zealand (LGNZ) in October 2011. Unfortunately these modules were cancelled.
- 5 A new programme of options is presented to the Board today for consideration (see Appendix 1) which covers the period March 2012 to May 2013.

CONSIDERATIONS

Issues

- 6 Costing for the training modules is at Appendix 2. The two major training events for elected members are the LGNZ Conference (annual event) and the Community Boards' Conference (biannual event). The latter will be held in May 2013.
- 7 Some costings provided are estimates based on the information available at the time of writing.
- 8 Community Board members are asked to consider and nominate attendees to any of the events at Appendix 1, within budgetary parameters (noting that the period straddles two financial years.)

- 9 It is recommended that the Chair be authorised by the Board to nominate another attendee in the event that the original nominee is unable to attend; however where there are airfares involved an extra cost may be incurred in the event that the airfare is not transferable.
- 10 Approving a forward programme now does not preclude Board members from requesting the Board consider their attendance at ad hoc training opportunities during the period; however there would be a financial impact.

Financial Considerations

- 11 The Council has delegated to Community Boards the power to manage an annual budgetary allocation of \$3,000 for training. If these funds are not expended or committed each financial year there is no carryover. The current balance for the 2011/12 financial year is \$3,152.

Legal Considerations

- 12 There are no legal considerations.

Delegation

- 13 The Board may consider this matter under Part D, clause 7.19 of the Governance Structure:

“Authority to set priorities for and expend annual funding allocated by Council for the purposes of training and development.”

Consultation and Policy Implications

- 14 There are no consultation or policy implications.

Tāngata Whenua Considerations

- 15 There are no Tāngata Whenua considerations.

Publicity Considerations

- 16 Board members approved to attend training are required on their return to produce a written report for publication in the Elected Members’ Bulletin.

RECOMMENDATIONS

- 17 That the Ōtaki Community Board approves to attend the training sessions as listed at Appendix 2 of report Corp-11-453.
- 18 That the Ōtaki Community Board Chair is authorised to approve an alternate delegate in the event that the original nominee is unable to attend.
- 19 That, on their return from the training workshop/conference the attendee will submit a written report on their experience in a timely manner for publication in the Elected Members’ Bulletin.

Report prepared by:

Approved for submission by:

Vyvien Starbuck-Maffey

Bernie Goedhart

Team Leader Democratic Services

Group Manager Corporate Services

ATTACHMENTS:

Appendix 1 Description of training modules and conferences

Appendix 2 Table of approximate costs and timings