

17 September 2021

[REDACTED]
[REDACTED]

[REDACTED]

Request for Official Information responded to under the Local Government and Official Information and Meetings Act 1987 (LGOIMA) – reference: 2122-66

I refer to your information request we received on 31 August 2021 for the following:

- 1. Either through the official information act, or to provide information that might assist Councillors making a representation review decision, could KCDC please provide the number and cost of each community board by-election since the last representation review.***

As listed in the table below, there have been four vacancies on community boards since the last representation review. The cost of a by-election is contingent on a number of factors including the number of candidates, whether the election is contested and how the by-election is able to be resourced.

2019-2022 Triennium		
2021		
• Waikanae Community Board	1 vacancy - current	Not yet relevant
• Ōtaki Community Board	1 vacancy – declared as election was uncontested	\$4,238
2020		
• Waikanae Community Board	2 vacancies – election	\$22,302
2016-2019 Triennium (no vacancies/by-elections)		
<i>2015 Representation Review in advance of 2016 local body elections</i>		

- 2. Further, could we provide the total number of boards and committee representation delegations of community board members that were changed as a direct result of resignations.***

Every community board resignation requires changes to the Council's Governance Structure and Delegations.

In addition, there are a number of activities required to facilitate the offboarding of members who have resigned and the onboarding of new members, estimated at 14 hours of staff time for each resignation and new appointment. These include:

- induction and training covering Community Board and Council processes including key legislation relevant to community board member roles and responsibilities
- preparation of documentation to enable a new member to take their Oath of Office at a public community board meeting.
- updates to Council's Governance Structure and Delegations framework to reflect the resignation and appointment of a new member, as well as specific appointments to external bodies and groups, which must be approved by Council
- updates to Democracy Services systems governing elected member remuneration and allowances membership of each board, and involvement in meetings.

Ngā mihi



Janice McDougall

Group Manager People and Partnerships
Te Kaihautū, ngā Rangapū, Tāngata hoki