

**Chairperson and Community Board Members**  
WAIKANAE COMMUNITY BOARD

2 DECEMBER 2014

Meeting Status: **Public**

Purpose of Report: For Decision

## **ATTENDANCE AT COMMUNITY BOARD CONFERENCE 2015**

### **PURPOSE OF REPORT**

- 1 This report invites the Waikanae Community Board to approve the attendance of a Board member at the New Zealand Community Boards' Conference in Waitangi, May 2015.

### **SIGNIFICANCE OF DECISION**

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

### **BACKGROUND**

- 3 In June 2014 the Board considered a report 'Community Board Training Options 2014/15' which included information about a range of training events which the Board might wish to attend during the 14/15 financial year.
- 4 The two key events in the training calendar were the Local Government New Zealand Conference (July 2014) and the New Zealand Community Boards' Conference (May 2015). At that time the Board approved the attendance by Board member James Westbury at the LGNZ Conference.

### **CONSIDERATIONS**

#### Issues

- 5 As there remains sufficient funding in the Board's training budget to fund the costs of one member attending the 2015 NZ Community Boards' Conference, the Board may wish to nominate someone.
- 6 Although May is seven months away there is some urgency around locking in flight bookings for any Community Board attendees.
- 7 At the time of writing there is scant information available about the Community Boards' Conference (which is held every two years). The dates are 14-16 May 2015 at Waitangi, Bay of Islands, and the theme is 'Influencing Change'. Elected member feedback about attending previous conferences has been very positive.

#### Financial Considerations

- 8 Council delegated an amount of around \$3,000 per annum for Community Boards to manage their own training and development programme. For 2014/15 the total budget that is available is \$3,408. After meeting the costs of Mr Westbury's attendance at the LGNZ Conference in July 2014 there is sufficient balance to meet the costs of one member attending the May 2015 Community Boards' Conference, based on the following estimates:

Registration	\$745 (approx.)
Flights	\$385
Accommodation	\$390 (based on 3 nights @ \$130 per night)
Transfers	\$60 (return)
TOTAL	\$1,580 per person (excl GST)

## Legal Considerations

9 There are no legal considerations.

## Delegation

10 The Community Board has the authority to consider this matter under clause 10.27 of the Governance Structure and Delegations document (16 October 2014 version):

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

## Other considerations

11 There are no other considerations.

## Publicity Considerations

12 The Board member attending the event will be expected to produce a written report in a timely fashion on their return and this will be published in the Elected Members' Bulletin.

## RECOMMENDATIONS

13 That the Waikanae Community Board approves the attendance of ..... at the New Zealand Community Boards' Conference in May 2015.

14 That the Chair of the Waikanae Community Board is authorised to appoint another delegate in the event that the original nominee cannot attend.

15 That the delegate will provide a written report on their return for publication in the Elected Members' Bulletin.

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