

Chairperson and Community Board Members
ŌTAKI COMMUNITY BOARD

7 DECEMBER 2010

Meeting Status : Public

Purpose of Report: For Decision

**ATTENDANCE AT COMMUNITY BOARD CONFERENCE
ROTORUA MAY 2011**

PURPOSE OF REPORT

- 1 The Ōtaki Community Board is asked to consider and approve the attendance of member/s at the 2011 Community Boards Conference scheduled for 5-7 May in Rotorua at the Energy Events Centre.

SIGNIFICANCE OF DECISION

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

BACKGROUND

- 3 The Conference is held on a biannual basis and is being hosted by the Rotorua Lakes Community Board and the NZ Community Board Executive Committee. The theme of the 2011 Conference is 'Communities on Board – the Changing Face of Community Governance' and will reflect on boards' relationships, communications and advocacy with its communities, and implications of the Auckland 'super city' for communities and their boards.
- 4 In June 2009 during the LTCCP deliberations, Council resolved that \$3,000 per annum be provided for each Community Board to manage its own training programme, including attendance at the biannual Community Board Conference.
- 5 A copy of the Conference programme is at Appendix 1. It features a number of concurrent workshops held on the Friday and Saturday:
 - Communication in a Technical Age
 - Legal Issues affecting Community Boards
 - Ageing Population
 - Empowering Communities during a Civil Defence Emergency
 - Water Quality
 - Water Quantity
 - Aspect of Youth
 - How to engage with your Community

- Effects of drinking on the Community
- Effective Relationships between Councils and boards
- Empowering new Community Board Members
- Local Boards
- Relationships between Regional Councils and Boards

CONSIDERATIONS

Issues

- 6 In 2009 Community Board attendees included Louella Jensen (as a representative of the New Zealand Community Boards' Executive Committee), Harold Thomas and Michael Scott from the Waikanae Community Board, Helen Keivom from the Paekākāriki Community Board, and Don Moselen from the Ōtaki Community Board.
- 7 After the Rotorua event, the next Community Board Conference will be around May 2013, so in theory this would allow each Board Member to attend a Conference over the 2010-2013 Triennium.
- 8 The Community Board may wish to consider submitting an application for Best Practice Awards under one or more of the nine categories available. Any applications need to be submitted by Wednesday 9 February 2011.

Financial Considerations

- 9 There is sufficient funding in the budget for community board attendance.

	Registration fee	Travel costs	Accommodation	Total
1 Delegate	\$695	\$224	\$198	\$1,117

Registration

- 10 'Earlybird' registration is available up to 3 March 2011; after 3 March it is \$795. The registration fee includes entry to the Conference dinner (which includes the Best Practice Awards), session attendance, conference satchel and contents, morning and afternoon teas, lunches. There are a number of tour options and a partner programme but these would have to be self-funded.

Travel costs

- 11 These are based on an economy return airfare. Once a booking is confirmed it cannot be transferred, cancelled or altered without incurring additional costs. Members attending would fly to Rotorua arriving on the afternoon of Thursday 5 May and fly home after the Conference closing on Saturday 7 May.

Accommodation costs

- 12 These costs are based on 2 nights' accommodation at the Ventura Hotel which is within walking distance of the Conference Venue (details of other accommodation options are attached; most options appear to be within walking distance).
- 13 Once the Board has nominated one or more registrants Democratic Services will make all arrangements.

Legal Considerations

- 14 There are no legal considerations.

Delegation

- 15 The Community Board may make a decision on this matter under clause 7.20 in the Governance Structure (11 November 2010):

7.20 Authority to undertake any other responsibilities that are delegated to it by the territorial authority.

Consultation and Policy Implications

- 16 There are no consultation or policy implications.

Publicity Considerations

- 17 Attendees will be required to provide a written report in a timely fashion after the Conference which will be published in the Elected Members' Bulletin.

RECOMMENDATIONS

- 18 That the Ōtaki Community Board approves the attendance of at the 2011 Community Boards' Conference to be held in Rotorua from 5-7 May.
- 19 That the attendee/s will provide a written report on their Conference experience in a timely fashion on their return and this will be published in the Elected Members' Bulletin.

Report prepared by:

Approved for submission by:

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**Group Manager Corporate and
Community Information**

ATTACHMENTS:

Appendix 1 Community Boards' Conference 2011 Programme