

Chairperson and Community Board Members
WAIKANAE COMMUNITY BOARD

17 JUNE 2014

Meeting Status: **Public**

Purpose of Report: For Decision

COMMUNITY BOARD TRAINING OPTIONS 2014/15

PURPOSE OF REPORT

- 1 This report seeks the Board's consideration and approval of Community Board members' attendance at training sessions for the 2014/15 financial year.

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 programme of options is presented to the Board today for consideration (see Appendices 1-4) which covers the period 2014 to May 2015.

CONSIDERATIONS

Issues

- 5 Approximate costs for the training modules are at Appendix 2. These training modules are taken from the calendar of events developed by Local Government New Zealand (LGNZ) – there are other modules scheduled by LGNZ during the 14/15 financial year but those being held in Wellington have been highlighted, in order to save travel costs. However the Board is free to discuss attendance at any of the LGNZ modules on offer, as per Appendix 3.
- 6 The major training events for Elected Members are the Local Government New Zealand Conference (an annual event) and the New Zealand Community Boards' Conference (a biannual event). The LGNZ Conference is scheduled for 20-22 July 2014 in Nelson (see Appendix 3). In 2015 the NZ Community Boards' Conference will be held 14-16 May at the Waitangi National Trust Reserve at the Copthorne Hotel and Resort in the Bay of Islands. The theme for the Conference is 'Influencing Change'. There are no details of the programme or cost available at this time.
- 7 Board members are asked to consider and nominate attendees to any of the events within budgetary parameters.
- 8 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.

- 9 Approving a forward programme today does not preclude Board members from requesting the Board consider their attendance at ad hoc training opportunities which emerge during the period; however there would be a financial impact.

Financial Considerations

- 10 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.

Legal Considerations

- 11 There are no legal considerations.

Delegation

- 12 The Board may consider this matter under Part D, clause 10.27 of the Governance Structure and Delegations (7 November 2013 version):

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

Consultation

- 13 Explain if the Community Boards/community/other agencies have been consulted in this matter.

Policy and Tāngata Whenua Considerations

- 14 There are no policy or tāngata whenua considerations.

Publicity Considerations

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

RECOMMENDATIONS

- 16 That the Waikanae Community Board approves..... to attend the following training sessions during the 2014/15 financial year (as listed in Appendices 1-4 of report Corp-14-1180):

.....
.....

- 17 That the Waikanae Community Board Chair is authorised to approve an alternate delegate in the event that the original nominee is unable to attend.

- 18 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

Wayne Maxwell

Democratic Services Team Leader

Group Manager Corporate Services

ATTACHMENTS:

Appendix 1 – Description of LGNZ training modules

Appendix 2 – Table of training modules and costings

Appendix 3 – LGNZ Conference programme 20-22 July in Nelson

Appendix 4 – Calendar of training events by LGNZ