

## 12. REVIEW OF MEETING ARRANGEMENTS OF COMMUNITY BOARDS

**Officer responsible**  
Community Advocate, Burwood/Pegasus

**Author**  
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The purpose of this report is to enable the Board to give further consideration to the review of the meeting arrangements of community boards initiated by the Council.

The Council has agreed to the recommendation of the Annual Plan Subcommittee that community boards review their current meeting arrangements with a view to achieving further savings. The Community Relations Manager intends to draw together the outcome of the six separate reviews of meeting arrangements in a combined report to the Strategy and Finance Committee in June. The deadline set for responses is Wednesday 28 May 2003.

At the meeting on 28 April 2003, the Board gave initial consideration to the request for a review and the information required to identify possible savings. The Board decided to consider further the review at a seminar at 4.00 pm on 12 May 2003, with any recommendations to be referred to the Board meeting immediately following the seminar.

### **Staff**

**Recommendation:** That the Board consider a response to the review of the meeting arrangements of community boards to forward to the Community Relations Manager for reporting to the Strategy and Finance Committee.

### **Chairperson's**

- Recommendation:**
1. That the Board confirm its representation on the following outside organisations and Board committees for which meeting allowances are payable:  
  
Keep Christchurch Beautiful Executive Committee  
Christchurch Beautifying Association Street Competition Committee  
Christchurch Estuary Association  
Neighbourhood Support Canterbury  
Kingslea Residential Centre Community Liaison Committee  
Environment Canterbury Christchurch Area Committee  
  
Sale of Liquor Act Committee  
Youth Development Funding Assessment Committee  
Dallington Community Cottage Relocation Subcommittee  
  
Neighbourhood Week Joint Board Committee.
  2. That the Board note that its representation arrangements with residents' associations and community centre management committees are on the basis of members' willingness to act in a liaison role without receiving meeting allowances.
  3. That the Board adopt the following criteria for the appointment of members to a role receiving meeting allowances:
    - (a) Membership of ongoing committees.
    - (b) The role is a statutory one.
    - (c) The role is a requirement of the Council.
    - (d) The role is required by Joint Community Board decisions.
    - (e) The role involves a substantial time commitment beyond the normal role of a member in representation of constituents.
  4. That the Board note that, given the Board's meeting structure, the appointment of committees is to be exceptional and any committees are to be for a limited time frame and where a substantial time commitment is required.
  5. That the Board note that it has operated in a prudent manner and does not have paid meetings unless a substantial agenda (requiring two hours or more) is involved or there are urgent matters.

6. That the Board confirm the outcome of the Board's review of its processes and meeting structure in November 2002 for the continuation of two ordinary Board meetings per month and one paid seminar per month, as needed.
7. That, where possible, the Board hold any additional paid meetings on the same day as other paid meetings, especially joint meetings with Council standing committees.
8. That the Board note that attendance at Board working parties is part of the role of a Board member and is remunerated by salary.
9. That the Board note that attendance at meetings of community groups is part of the representative function of Board members and is remunerated by salary.