

10. REVIEW OF BOARD MEETING COSTS AND REPRESENTATION ON OUTSIDE ORGANISATIONS

Officer responsible Community Advocate	Author Barbara Ford, DDI 941-5108
--	---

The purpose of this report is to provide information on Board appointments to outside organisations, including costs and the relationship to meeting the Board's objectives, as requested at the Board meeting of 29 April 2003.

All Boards have been requested by the Council to review their costs. A report is to go to the June Council meeting on the Boards' decisions. The Board's information is required by 16 June 2003.

BACKGROUND INFORMATION

Current Structure

The Board reviewed its meeting structure earlier this year and now meets twice each month. The Finance and Policy Committee has been retained, but will only meet as and when needed. Seminars, site visits and training session will also be set as required.

Board's Appointed Representatives to Outside Organisations

The Board has made the following appointments to outside organisations:

1. Keep Christchurch Beautiful – Sonia Gill – (meets 10 times per year)
2. Christchurch Beautifying Society – Carole Anderton (meets twice each year)
3. Community Gardens – Carole Anderton, Paul de Spa (meets 6 times each year)
4. Canterbury Neighbourhood Support – Sonia Gill (meets maximum of 8. times each year)
5. Neighbourhood Week Joint Board Committee – Sue Wells, Sonia Gill (meets 9 times each year)
6. Summit Road Society – Paul de Spa (meets 10 times each year)
7. Ecan Christchurch Area Committee – Phil Clearwater (meets 3 times each year)
8. CRETS: Elected Member Contact Group - Paul de Spa (meets as required)
9. Summit Road Protection Society* – Oscar Alpers (meets 8 - 10 times per year)
10. Port Hills Park Trust Board* (Mt Vernon Management Committee) – Oscar Alpers (meets 10 - 12 times per year).

* These are Council appointments and no longer a cost to the Board.

Special Board Meetings

Four Special Meetings are held, generally to:

- Develop Planning Statement
- Develop Outcomes and Performance Measures
- Allocate Project Funding
- Project Proposals

Meeting Fees and Operating Costs

The following schedule shows the costs for the Board over the last three years, the current year to 31 March and the 2003/04 draft budget costs. This schedule includes salary, meeting fees and operating costs. Operating costs include travel, conference attendance, training, including facilitator or consultant's fees, mileage allowance, all costs associated with meetings – venue hire, food, etc.

Community Boards							
		Meeting Fees		Operating Costs		Total	Total
		Actual	Budget	Actual	Budget	Actual	Budget
Spreydon/Heathcote *							
1999/2000		83,363	104,220	14,917	19,855	98,280	124,075
2000/2001		103,735	104,220	21,049	20,134	124,784	124,354
2001/2002		84,495	110,500	19,764	22,811	104,259	133,311
2002/2003 (Actuals to 31/3/03)		96,338	131,000	8,442	12,564	104,780	143,564
2003/2004			124,310		12,564		136,874
* Note: The Board has a Councillor sitting on the Board as of right, having been elected as both a Board Member and a Councillor.							

It should also be noted that, when preparing the budget for a year, the maximum attendance figures have to be used; however, not all meetings will necessarily be attended.

Attached for information is a schedule of Salary and Meeting Fees for Elected Members from 1998/99 to October 2002. Attention is drawn to the notes at the bottom of the schedule which explain variations between different Boards. For example, where a member is elected to both the Council and the Community Board only one salary is paid, that being for the Councillor position, therefore it is not shown as a Community Board cost. Where this occurs the Community Board meets the cost of five elected board members, not six.

Meeting Payment Structure

The following table sets out Councillors' and Community Board members' current meeting allowance entitlements:

Type of Meeting/Functions	Allowance	
	Paid	Not Paid
Council meetings (ordinary, special and emergency).	✓	
Standing Committees, Special Committees and Subcommittees of Council or Community Board (if appointed a member).	✓	
Community Board meetings (if a member).	✓	
Resource Consent Hearings (if an appointed member of the Hearings Panel).	✓	
Formally representing the Council or Board (as a result of a resolution) at a formal meeting of another local authority.	✓	
Meetings of other outside organisations as the Council or Board's appointed representative (appointment pursuant to a resolution). (Noting that meetings of Trusts or the Council's LATEs, etc, where Councillors and Community Board members are otherwise remunerated, do not qualify for payment.)	✓	
Seminar meetings of the Council and Standing and Special Committees at which no resolutions or decisions are made. These seminar meetings are held solely to discuss major policy or strategic issues.	✓	

Type of Meeting/Functions	Allowance	
	Paid	Not Paid
Training and development courses/seminars.		x
Formal deputations (eg to Minister of Crown or Parliamentary Select Committee - membership of the deputation to be pursuant to a Council resolution).		x
Conferences/Seminars (if an appointed Council or Board representative).	✓	
Working groups or working parties.		x
Field trips or site visits/inspections (including site visits for resource consent hearings).		x
Briefings and discussions with the Mayor, City Manager, Senior Managers and other Council officers.		x
Representing the Council or Board at “official” functions.		x
Constituency “meetings” (either with individuals or organisations).		x
Public meetings which require some political input from an elected member.		x
Social functions.		x

Only one meeting allowance is payable per day, regardless of how many meetings an elected member may attend on any particular day or the duration of any such meeting. The only exception to this is for those Councillors who are also members of a Community Board. If a Councillor (who is an elected member of the Council and also an elected or appointed member of a Community Board) attends a Council/Committee meeting and a Community Board meeting on the same day, they are entitled to receive a meeting allowance for both meetings at the appropriate daily rate. The Mayor is not entitled to receive any daily meeting allowances.

Board Liaison with Residents’ Groups and Community Centre Management Committees

The Board also appointed the following representatives to the groups listed below. These are unpaid meetings and members are not expected to attend all meetings of the groups, but are a contact should the groups want a Board representative to attend their meetings or functions.

Waltham Community Action Group	Paul de Spa
Spreydon Ratepayers & Residents Assn (Inc)	Phil Clearwater, Barry Corbett
Cashmere Residents Association Inc	Oscar Alpers, Sonia Gill
Opawa/St Martins Residents Assn	Lynda Carter, Sue Wells
Murray Aynsley Residents Assn	Sonia Gill
Cracroft Residents Association Inc	Phil Clearwater, Barry Corbett
Huntsbury Residents & Ratepayers Assn	Paul de Spa
Addington Neighbourhood Assn	Elizabeth Maunsell
Sydenham Residents Group	Lynda Carter
Beckenham Neighbourhood Assn	Sue Wells
Hillsborough Residents Assn	Paul de Spa
Raceway Residents Group	Elizabeth Maunsell
Somerfield Residents Association	Lynda Carter, Carole Anderton
Rowley Resource Centre	Phil Clearwater, Barry Corbett, Carole Anderton
Manuka Cottage	Phil Clearwater, Liz Maunsell
Waltham Community Cottage	Lynda Carter
Landsdowne Community Centre	Sonia Gill

Risingholme Community Centre Inc	Paul de Spa
Cracroft Community Centre (Old Stone House)	Sonia Gill
Somerfield Community Centre	Lynda Carter, Carole Anderton
Whareora House of Life/Spreydon Community House	Phil Clearwater, Carole Anderton
Centennial Hall	Carole Anderton
Sydenham Community Centre	Lynda Carter
Huntsbury Community Centre	Paul de Spa
SCAP Committee	Phil Clearwater, Oscar Alpers

MEETING THE BOARD'S OBJECTIVES THROUGH REPRESENTATION ON THE VARIOUS ORGANISATIONS

It may be appropriate for members to comment on their attendance at the various organisations they attend, and the benefits of such attendance.

The attached schedule of the Board's Objectives and Performance indicators clearly show a direct relationship to the Outcomes as follows:

- "3. To live in a clean, green safe environment which defines the four seasons, the river and the Port Hills".

Attendance at Keep Christchurch Beautiful
Beautifying Association
Port Hills Park Trust Board
Community Gardens

- "4. A safe community"

Attendance at Neighbourhood Support Canterbury

- "6. Empowered Community"

Attendance at the Joint Neighbourhood Week Committee.

It could also be accepted that the following Outcomes are met through attendance and involvement as set out below:

- "2. To ensure local people's needs are being represented."

By maintaining relationships with local Members of Parliament and other Government organisations.

Through attendance at Environment Canterbury Area meetings; Land Transport CRETS.

CONCLUSION

The above attempts to show the make-up of costs and the linkage of representation on various organisations to the Board's objectives. It may be appropriate for Board representatives attending these meetings to provide reports annually or six-monthly to the Board on their attendance and the benefits of such attendance. In this way the Board can better assess the benefits gained.

Staff

Recommendation: That the representatives on the various organisations provide information to the Board on the benefits or otherwise of continued representation on these organisations.

Chairman's

Recommendation: That the Board use this opportunity to consider reallocating Board representatives on outside organisations on a more even basis for all members.