

## 16. COMMUNITY BOARD PLANNING REPORT

<b>General Manager responsible:</b>	General Manager Regulation and Democracy Services, DDI 941-8549
<b>Officer responsible:</b>	Secretariat Manager
<b>Author:</b>	Clare Sullivan, Community Board Principal Adviser

### PURPOSE OF REPORT

1. The purpose of the report is to seek approval of the Board to fund the production of a Community Board Planning Report that will assist in raising community awareness about the role of the board and its activities.

### EXECUTIVE SUMMARY

2. At the Council meeting to confirm the Long Term Council Community Plan in June 2006, the Council resolved to direct staff to produce a Community Board Planning Report the year after the LTCCP to be funded out of the Community Board budget.

Several years ago the Boards (at their own expense of approximately \$5,000) produced a large glossy booklet. The purpose of the new document will be to profile, at a local level, the Board and various council activities in the ward area and assist in raising community awareness of the role of the Community Board within the Council.

The booklet would include such information as the Board objectives and priorities, detail the allocation of project funds, list the projected capital works programme for the ward, community support services, various award schemes each Board has and contact details of residents associations. Approximately 2,000 copies of this document would be printed and would be distributed to residents groups, community groups and organisations. Copies will also be available at the service centre and at libraries within the ward area. The booklet will be published in February/March 2007. Information will be updated early in 2008 following the elections.

### FINANCIAL AND LEGAL CONSIDERATIONS

3. The Council resolution was that this be funded out of the Community Board budget. This means that the funding will need to come out of the discretionary funds. The Board has \$41,962 remaining in its discretionary fund for the 2006/07 financial year. The cost of producing an A4 20 page booklet at 2,000 copies would cost \$2,400. The cost of producing an A5, 20 page booklet at 2,000 copies would be \$1,800 within the current draft template. Distribution costs are estimated to be approximately \$300.

### OPTIONS

5. The Board has two options, either to agree to allocated the funding for the production of a booklet as noted in the Council resolution, or not to fund the production of a booklet. This would mean that the Council resolution is not implemented as there is no other funding available for the production of a booklet.

### PREFERRED OPTION

6. That the Board agree to allocate \$2,100 from its 2006/07 discretionary fund for the printing and distribution of 2,000 copies of a Community Board Planning Report.

### STAFF RECOMMENDATIONS

It is recommended that the Board:

- (a) Agree to allocate \$2,100 from its 2006/07 discretionary fund for the printing and distribution of 2,000 copies of an A5 Community Board planning report.

### CHAIRPERSON'S RECOMMENDATION

That the staff recommendation be adopted.