

## 17. CONFERENCE ATTENDANCE

<b>General Manager responsible:</b>	General Manager Regulation & Democracy Services
<b>Officer responsible:</b>	Secretariat Unit Manager
<b>Author:</b>	Elaine D Greaves, DDI 941-6726

### PURPOSE OF REPORT

1. The purpose of this report is to request the Board's approval to an application by Bill Bush to attend the Keep New Zealand Beautiful Society Conference being held in Wellington 13-15 October 2006.

### EXECUTIVE SUMMARY

2. Power to approve applications for approval to attend such events (both within New Zealand and overseas) has (with the approval of the Remuneration Authority) been delegated to each community board.
3. Approval for attendance at such events is subject to the following conditions:
  - The related expenditure can be accommodated within existing budgets.
  - The major subject of the event (conference, course, seminar or training programme etc) is of significant relevance to the Board and includes a significant policy/governance content.
  - Attendance at the event is relevant for obtaining an understanding of policies and initiatives taken by other local authorities relevant to the Council's activities.
  - In selecting which members should attend the event, preference is given to those members who have a responsibility for, or who take a lead on, the issues which the event is related to.
4. Bill Bush is the Board's representative on Keep Christchurch Beautiful.

### FINANCIAL AND LEGAL CONSIDERATIONS

5. The cost of attending the conference is detailed as follows:

	\$
Full registration (includes Mayoral reception, dinner, morning and afternoon teas, lunch and formal dinner.	170.00
Accommodation at the Mecure Hotel – two nights at \$110.00 per person per night plus GST	247.50
Return airfares (estimate)	373.00
<b>TOTAL</b>	<b>\$790.50</b>

6. The Board has a budget for conferences with a current balance of \$1,500.

### STAFF RECOMMENDATIONS

It is recommended that the Board approve Bill Bush's attendance at the Keep New Zealand Beautiful Conference being held in Wellington 13-15 October 2006, and pay the cost of registration, airfares and accommodation (up to a maximum of \$800) from its 2006/07 Conference Fund.

### CHAIRPERSON'S RECOMMENDATION

For discussion.