

11. RICCARTON/WIGRAM COMMUNITY BOARD – 2010 MEETING DATES

General Manager responsible:	General Manager Regulation and Democracy Services, DDI 941-8462
Officer responsible:	Democracy Services Manager
Author:	Liz Beaven, Community Board Adviser

PURPOSE OF REPORT

1. To seek the adoption by the Board of its ordinary meeting dates from February to September 2010 inclusive.

EXECUTIVE SUMMARY

2. In order that the business of the Board can be conducted in an orderly manner, and to allow public notification to be given of those meetings in compliance with the Local Government Official Information and Meetings Act 1987, it is necessary for the Board to adopt a schedule of ordinary meetings for 2010.
3. The next triennial Christchurch City elections will be held on Saturday 9 October 2010, and the schedule of dates therefore lists meetings from February to September inclusive. It will be for the incoming Board to decide on its governance and meeting arrangements, following the elections.
4. The dates proposed assume that meetings of the Riccarton/Wigram Community Board will continue to be held in the Boardroom, Sockburn Service Centre, 149 Main South Road, Christchurch as follows:
 - **Board meetings** to be held on the first Tuesday of each month (5.30pm) and the third Tuesday of each month (4.30pm). The third Tuesday of the month Board meeting is to focus on adopting the previous Board minutes and consider any urgent issues that can not wait until the next Board meeting.
 - **Community Services Committee** to be held on the third Tuesday of each month commencing after the Board meeting.
 - **Transport and Greenspace Committee** to be held on the Monday of each month following "community week".
5. The proposed meeting schedule is **attached**.
6. The schedule also includes the allocation of the Board's Strengthening Communities Funding Decision meeting prior to its Transport and Greenspace meeting on 19 July 2010 and also the setting of a date for the Riccarton/Wigram Small Grants Fund Assessment Committee.
7. The Board will also recall that Week 3 of each calendar month is "community week" for Councillors; where as far as possible Council meetings are not scheduled during that week so that Councillors have the opportunity to be active in the community in their representation role, including for Community Board business and activities. By agreeing to the dates for its 2010 meetings as proposed in this report, the Board will greatly assist with achieving the aim of keeping Week 3 as a "community week".

FINANCIAL IMPLICATIONS

Do the Recommendations of this Report Align with 2009-19 LTCCP budgets?

8. Yes. Provision is made in the 2009-19 LTCCP on pages 154 to 159, for elected member representation and governance.

LEGAL CONSIDERATIONS

Have you considered the legal implications of the issue under consideration?

9. Yes. In respect of Schedule 7, Clause 19 of the Local Government Act 2002, community boards may adopt a schedule of ordinary meetings that are also required to be publicly notified in accordance with Section 46 of the Local Government Official Information and Meetings Act 1987.

ALIGNMENT WITH LTCCP AND ACTIVITY MANAGEMENT PLANS

Do the recommendations of this report support a level of service or project in the 2009-19 LTCCP?

10. Yes. Pages 156 to 159 of the LTCCP regarding levels of service for democracy and governance.

ALIGNMENT WITH STRATEGIES

Do the recommendations align with the Council's strategies?

11. Not applicable.

CONSULTATION FULFILMENT

12. Not applicable.

STAFF RECOMMENDATION

- (a) It is recommended that the Board consider adopting the meeting schedule for 2010 as set out in **Attachment 1** of this report.
- (b) It is recommended that the Riccarton/Wigram Small Grants Fund Assessment Committee meeting be held on Wednesday 11 August 2010 at 4pm.