

**FENDALTON/WAIMAIRI COMMUNITY BOARD
AGENDA**

TUESDAY 14 DECEMBER 2010

AT 4PM

**IN THE BOARDROOM
FENDALTON SERVICE CENTRE
CORNER JEFFREYS AND CLYDE ROADS**

Community Board: Val Carter (Chairperson), Cheryl Colley (Deputy Chairperson), Sally Buck, Faimah Burke, David Cartwright, Jamie Gough and David Halstead.

Community Board Adviser
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14. 12. 2010

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1. APOLOGIES

2. CONFIRMATION OF MEETING MINUTES – 30 NOVEMBER 2010

The minutes of the Board's ordinary meeting of Tuesday 30 November 2010 is **attached**.

CHAIRPERSON'S OR STAFF RECOMMENDATION

That the minutes of the Board's ordinary meeting be confirmed.

3. DEPUTATIONS BY APPOINTMENT

3.1 RICHARD SHAW - FOUR LANING OF RUSSELY ROAD

Mr Richard Shaw of New Zealand Transport Authority (NZTA) will update the Board on NZTA's current proposals regarding four lanes on Russley Road to enable the Board to offer comments to NZTA to meet the consultation deadline of 17 December 2010.

4. PRESENTATION OF PETITIONS

5. NOTICES OF MOTION

6. CORRESPONDENCE

6.1 MEREVALE CORNER

Correspondence (**attached**) has been received from Julia Kluts, Co-ordinator of The Merevale Corner requesting a Board representative on their Committee.

7. BRIEFINGS

8. ELECTED MEMBER REMUNERATION 2010/11



General Manager responsible:	General Manager, Regulation and Democracy Services, DDI 941 8462
Officer responsible:	Democracy Services Manager
Authors:	Lisa Goodman, Democracy Services Manager

PURPOSE OF REPORT

1. The purpose of this report is to enable the Council to formulate a proposal to be submitted to the Remuneration Authority for the payment of remuneration to elected members for the balance of this financial year; up until 30 June 2011.

EXECUTIVE SUMMARY

2. Currently the remuneration pool for the elected members of the Christchurch City Council and its eight community boards has been fixed at \$1,472,123 for the 2010/11 financial year. This excludes the Mayor's gross salary of \$168,700 which has already been fixed by the Remuneration Authority.
3. Based on the rules and principles set by the Remuneration Authority the Council is now required to determine how it proposes to allocate the pool amongst the fifty three elected members (Councillors and Community Board members) for the balance of the 2010/11 financial year and, once decided by the Council, submit its proposal to the Remuneration Authority for approval. That approval must be given before the Council can implement its proposed remuneration structure. The proposal will cover the period between the date on which current elected members took office (Friday 15 October) and 30 June 2011.
4. Given that:
 - (a) the total amount of the remuneration pool is unchanged from the previous financial year, and
 - (b) the Remuneration Authority has previously set out its views on the remuneration ratio between Councillors and Community Board members, including a distinction between metropolitan and rural Community Boards,

it is proposed that the remuneration levels for the Deputy Mayor, Councillors, Community Board Chairs and remaining Community Board members be continued at the same levels as those immediately prior to the election, i.e. retain the status quo.

5. All Community Boards have been consulted on the contents of this report.

FINANCIAL IMPLICATIONS**Do the Recommendations of this Report Align with 2006-16 LTCCP budgets?**

6. Sufficient provision has been included in the 2010/11 Annual Plan for all elected member salaries to be continued at or about their present levels, until 30 June 2011.

LEGAL CONSIDERATIONS**Have you considered the legal implications of the issue under consideration?**

7. The principal statutory provisions which apply in this instance are the Seventh Schedule of the Local Government Act 2002, and the Remuneration Authority Act 1977. Once this Council's 2010/11 remuneration proposal (or any variation thereof) has been approved by the Remuneration Authority, it will be gazetted via the Local Government Elected Members' Determination 2011.

8 Cont'd

ALIGNMENT WITH LTCCP AND ACTIVITY MANAGEMENT PLANS

Do the recommendations of this report support a level of service or project in the 2006-16 LTCCP?

8. Page 156 of the LTCCP, level of service under Democracy and Governance refers.

ALIGNMENT WITH STRATEGIES

Do the recommendations align with the Council's strategies?

9. Not applicable.

CONSULTATION FULFILMENT

10. The Council's proposal for remuneration must be received by the Remuneration Authority no later than February 2011 so that the Authority can issue its final Determination for this year. This has meant there has been sufficient time to consult with all Community Boards and seek their views which will be included in this report when it is submitted to the Council.
11. In submitting its proposal to the Remuneration Authority, the Council is required to notify the Authority of:
- (a) details of any dissent at Council;
 - (b) details of any dissent from its community boards.
12. Any person (including individual community boards) also has the ability to express any opposing views they might have on the Council's final proposal direct to the Remuneration Authority. Although there is no set closing date for the lodging of such submissions with the Authority, they should be lodged as soon as possible after the Council has reached a final decision on its preferred remuneration structure, as the Authority intends to deal with each application within a relatively short time-frame.

STAFF RECOMMENDATION

It is recommended that the Board recommends that the Council:

- (a) Adopt the salary only model as its basis of remuneration for elected members of the Christchurch City Council for the remainder of the 2010/11 financial year.

Note: The remuneration framework requires all community board members to be paid an annual salary (i.e. there is no provision for the payment of meeting fees to community board members).

- (b) Recommend to the Remuneration Authority for its approval that the remuneration levels for the Deputy Mayor, Councillors, Community Board Chairs and remaining Community Board members be retained at the same ratios as those for 2008/09, 2009/10 and the three month period leading up to the 9 October local body elections, i.e. that the status quo be retained.
- (c) Note that the Remuneration Authority must be advised of any dissent expressed by members of the Council or its Community Boards in relation to the Council's final proposal.

8 Cont'd

BACKGROUND (THE ISSUES)**Remuneration Framework**

13. The Remuneration Authority is responsible for setting the salaries of elected local government representatives (clause 6 of Schedule 7 of the Local Government Act 2002 refers).
14. A brief summary of the remuneration framework and the rules and principles under which the Remuneration Authority works is attached as **Attachment One**.
15. The indicative pool for Christchurch City Council elected member remuneration in the remainder of 2010/11 is \$1,472,123. This is for the total remuneration for the Deputy Mayor and Councillors, and 50 per cent of the total remuneration paid to **elected** Community Board members (excluding Councillors as they have been appointed by the Council to community boards). Fifty per cent of the total remuneration paid to elected community board members is paid outside the pool.
16. Only one salary is payable to elected members. Thus, a Councillor who serves as an appointed member of a Community Board is paid a Councillor's salary only, and receives no additional payment for serving on the Community Board.
17. Directors' fees paid to Councillors who serve as directors of Council-controlled organisations cannot be taken into account when considering Councillors' remuneration. The directors' fees paid to such Councillors reflect their service as directors of the companies concerned, rather than their role as Councillors.
18. The Mayor's salary is set independently by the Remuneration Authority, and is not included within the pool. Where a Mayor has partial or full private use of a car provided by the Council (as is the case in Christchurch), the Mayor's gross salary is reduced by an amount which reflects both the extent of private use and the value of the car supplied.

Prior to Election: Determination

19. The salaries that applied to Christchurch City Council elected members for the 2009/10 (excluding the Mayor), carried over to the period up to Friday 15 October (the date current elected members came into office), were:

	Total Positions	Individual Salary	Totals
Deputy Mayor	1	\$99,571	\$99,571
Councillors	12	\$86,249	\$1,034,988
<i>Total Councillors salaries</i>	13		<i>\$1,134,559</i>
City CB Chairs	6	\$24,270	\$145,620
BP CB Chairs	2	\$16,018	\$32,036
City CB members	24	\$16,989	\$407,736
BP CB members	8	\$11,216	\$89,728
<i>Total CB salaries</i>	40		<i>\$675,120</i>
<i>less 50% outside pool</i>			<i>\$337,560</i>
Total paid from pool			\$1,472,119

8 Cont'd

20. Factors underlying the rationale given previously by the Remuneration Authority in 2007 for approving the above ratio between Councillors and Community Boards, and Deputy Mayor and Councillors, are as follows:
- (a) The size, complexity and in particular the accountability of the Councillors' role, especially compared to that of the members of Community Boards
 - (b) Maintaining a margin between the remuneration of the Deputy Mayor and that of a Councillor
 - (c) City Community Board Chairs – maintaining relativity with other urban Community Board Chairs
 - (d) Maintaining a 70 per cent relationship between the remuneration of Community Board members and that of the Board Chairs
 - (e) The remuneration for Chairs of the Peninsula Community Boards is well above the norm for chairs of rural community boards, but as part of Christchurch City there is a wider role for both the chairs and members, and a corresponding extra time commitment, which may not be faced by members of other rural community boards.

Post Elections: Interim Determination

21. The Remuneration Authority has already made an interim determination called the Local Government Elected Members (2010/11) (Except Auckland) Determination 2010 (SR2010/245). This interim determination is for the period from 15 October 2010 (when Councillors and elected Community Board members came into office) which provides for the payment of the following salaries to elected members of the Christchurch City Council in the immediate post election period:

Position	Annual Salary
Mayor	\$158, 527(less adjustment for value of car supplied)
Councillors	\$69,000 (80% of previous levels)
Community Board members (metro)	\$15,300 (90% of previous levels)
Community Board members (Banks Peninsula)	\$10,000

22. These interim salaries will apply up until the date on which the Council has reached a decision on the preferred allocation of the indicative remuneration pool and the Council's agreed proposal has been submitted to and approved by the Remuneration Authority. Any increases applicable (including those relating to the positions of Deputy Mayor and Community Board Chairs) can then be backdated. The likely timing of the Authority's decision, which will be set out in its Determination, is February or March 2011.

Basis of Remuneration

23. Although it is possible for the Council to recommend the payment of a mixture of salary and meeting fees to Councillors, community board members must be paid on a salary only basis, without meeting fees.
24. Christchurch City Council has had a salary only basis for remuneration of all its elected members since 2004.

REMUNERATION STRUCTURE FOR REMAINDER OF 2010/2011

25. Given that:
- (a) the total amount of the remuneration pool is unchanged from the previous financial year, and

8 Cont'd

- (b) the Remuneration Authority has previously set out its views on the remuneration ratio between Councillors and Community Board members, including a distinction between metropolitan and rural Community Boards,
- 26. it is proposed that the remuneration levels for the Deputy Mayor, Councillors, Community Board Chairs and remaining Community Board members be continued at the same levels as those immediately prior to the election, i.e. retain the status quo.
- 27. While there are many possible options that can be provided on this topic (such as a mix of salary and meeting fees and other differences between elected members), given the Remuneration Authority's previous determinations staff are recommending that the 2009/10 relativities between elected members set out in paragraph 20 continue and be adopted by the Council as set out in the staff recommendation.

9. ELECTED MEMBERS EXPENSES AND ALLOWANCES 2010/11

General Manager responsible:	General Manager Regulation & Democracy Services Tel 941 8462
Officer responsible:	Democracy Services Manager
Author:	Lisa Goodman

PURPOSE OF REPORT

1. The purpose of this report is to enable the Council to formulate a proposal to be submitted to the Remuneration Authority for its approval for the payment of expenses and allowances by the Council to elected members for the balance of this financial year, up until 30 June 2011.

EXECUTIVE SUMMARY

2. The Remuneration Authority has issued the Local Government Elected Members (2010/11) (Except Auckland) Determination 2010. As well as dealing with salaries (the subject of a separate report) the Determination also provides for the payment to elected members of reimbursement of expenses and the payment of allowances. These expenses and allowances are the subject of this report.
3. The Council is required to seek the Remuneration Authority's approval for any amendments to the allowances and expenses previously approved by the Authority. In doing so, the Council must take into account the Determination for 2010/11. For the first time, the Remuneration Authority has incorporated the issues of communications and travel time allowances in its Determination.
4. Overall, staff are recommending that the previous allowances and expenses for 2009/10 (see **Attachment One**) be continued, with exceptions to the following three areas: Communications, Vehicle Mileage, and Travel Time. It is also proposed to amend slightly the wording around elected member travel, training and courses, to provide greater clarification of circumstances when Council approval is needed or not. The proposed schedule for 2010/11 to be submitted to the Remuneration Authority for approval is set out in **Attachment Two**. The differences between the previous wording and proposed wording is shown in blue text in Attachment Two.

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

5. Sufficient provision has been included in the 2010/11 Annual Plan for all elected member expenses and allowances to be paid as proposed.

LEGAL CONSIDERATIONS**Have you considered the legal implications of the issue under consideration?**

6. The principal statutory provisions which apply in this instance are the Seventh Schedule of the Local Government Act 2002, and the Remuneration Authority Act 1977.

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?**

7. Page 156 of the LTCCP, level of service under Democracy and Governance refers

ALIGNMENT WITH STRATEGIES**Do the recommendations align with the Council's strategies?**

8. Not applicable.

9. Cont'd

CONSULTATION FULFILMENT

9. All Community Boards are being consulted on the recommendations of this report.

STAFF RECOMMENDATION

It is recommended that the Board recommends that the Council resolve to submit to the Remuneration Authority for its approval the proposed rules and policies for the reimbursement of elected member expenses and allowances described in Attachment Two of this report.

9. Cont'd

BACKGROUND (THE ISSUES)

11. The 2010 Determination provides that the Council may:
 - (a) reimburse expenses in accordance with the expenses rules, and
 - (b) pay allowances in accordance with rules approved by the Remuneration Authority.
12. A copy of the previous expenses approved by the Remuneration Authority that applied for the 2009/10 year is attached as **Attachment One**. The Council is required to seek the Remuneration Authority's approval for any amendments to the allowances and expenses previously approved by the Authority. In doing so, the Council must take into account the Determination for 2010/11. This Determination, which sets out the remuneration for elected members, is a legal ruling with the same effect as a statutory regulation, which all Councils (except Auckland which has its own Determination) are required to follow. It is to apply for the period from immediately after elected members come into office (Friday 15 October 2010) up to 30 June 2011. For the first time, the Remuneration Authority has incorporated the issues of communications and travel time allowances in its Determination.
13. Overall it is proposed that the previous allowances and expenses be continued, with exceptions to the following three areas: Communications, Vehicle Mileage, and Travel Time. It is also proposed to amend slightly the wording around Councillors' discretionary allocation of \$4,000 for training and courses, to provide greater clarification of circumstances around when Council approval is needed or not. More detail and the rationale underlying each of these issues is set out below.

Communications Allowance

14. Unlike previous years, the Remuneration Authority has explicitly addressed the issue of communications allowances in its Determination for 2010/11, which states:
 - (1) *"A local authority may, in accordance with this clause, pay a communications allowance to its members, and, in the case of a district council or a city council, the members of community boards situated within its district, towards the expenses of all or any of the following:*
 - (a) *a mobile telephone*
 - (b) *a computer or ancillary equipment*
 - (c) *an Internet connection.*
 - (2) *The maximum amount of the allowance is \$500 for the period beginning with the commencement of this determination and ending on the close of 30 June 2011.*
 - (3) *A communications allowance is not payable to the extent that the local authority provides the member with any of the following:*
 - (a) *the use of a mobile telephone*
 - (b) *the use of a computer or ancillary equipment*
 - (c) *an Internet connection."*
15. In terms of the level of the communications allowance, the amount of \$500 for the remainder of 2010/11 equates to \$750 per annum. The Authority has indicated in correspondence to local authorities that:

"Most people have a home computer with internet connection, a home telephone and a mobile phone and would have these even if they were not elected members. The allowance is intended to meet any extra costs, over and above normal ownership, that may be incurred because of their duties as elected members. This could cover such things as increased mobile phone usage, increased internet usage, or extra costs of printing inks. The Authority considers the amount of \$500 would more than cover the cost of those additional usages".

9. Cont'd

16. After examining the Authority's Determination and seeking further clarification from Authority members, and taking into account past practice at the Christchurch City Council in terms of both provision of equipment and ratios between Councillors and Community Board members, staff have provided advice to incoming elected members on options available. These recommended options are set out on page 7 of **Attachment Two** – the proposed schedule of expenses and allowances to apply for the remainder of 2010/11.

Vehicle Mileage Allowance and Travel Time Allowance

17. During the past 12 months the Remuneration Authority has reviewed its previous decisions around the payment of a Vehicle Mileage allowance. The provisions of the 2010/11 Determination are unchanged in this regard; that an allowance may be paid to a maximum amount of \$0.70 per kilometre to elected members, provided that:
- (a) the member travels in his or her own vehicle, and by the most direct route reasonable in the circumstances: and
 - (b) is on the local authority's business.
18. In addition to the above conditions, however, the Authority has advised in subsequent correspondence to local authorities that the rules for expenses and allowances relating to Vehicle Mileage should cover:
- (a) A **threshold of distance travelled for any one event** (a threshold of 30 kilometres or more with only distance in excess of the threshold qualifying for payment will have automatic approval), and
 - (b) The **maximum payment to any one elected member in a year** (a maximum of 5,000 kilometres claimed in any one year will have automatic approval), and
 - (c) The allowance per kilometre (must be less than or equal to \$0.70 per kilometre).
19. Also for the first time the Remuneration Authority has advised that an allowance for time travelling on Council business is payable. The Authority's Determination states:
- "1. *A local authority may, in accordance with this clause, pay a travel time allowance to the following persons:*
 - (a) *its members; and*
 - (b) *in the case of a district to council or a city council, the members of community boards situated within its district.*
 - 2. *The local authority may pay a travel time allowance for travel by the member, including travel to and from the member's residence, if the travel is –*
 - (a) *on the local authority's business; and*
 - (b) *by the quickest form of transport reasonable in the circumstances.*
 - 3. *The maximum amount of the allowance is \$15.00 per hour."*
 - 4. *However, a member who can properly be regarded as being a full-time member is not entitled to be paid a travel time allowance."*
20. In addition to the conditions in paragraph 19 above, the Authority has advised that the rules for Travel Time Allowance should cover:
- (a) A **threshold of travel time for any one event** (a threshold of 2 hours or more with only time in excess of the threshold qualifying for payment will have automatic approval), and

9. Cont'd

- (b) The **maximum payment to any one elected member in a year** (a maximum of 100 hours claimed in any one year will have automatic approval) and
 - (c) The allowance per hours of travel time (must be less than or equal to \$15.00).
21. In correspondence to local authorities providing further guidance on its Determination, the Remuneration Authority advises that in relation to travel time and vehicle mileage:
- (a) It is generally accepted that a person in a full time job does not get paid for travelling to and from work or for extra time that may be needed for travel on employment business. The Authority does not intend giving a definition of "full time" for the purposes of the Travel Time Allowance, as it expects each local authority to decide whether a position can properly be regarded as full time or not. It does invite local authorities to consider things such as:
 - i) would a person in the position, if carrying out their duties to a high standard, have any time for other paid employment?
 - ii) would ratepayers expect the person to be full time in their role?
 - (b) A Council can set a Vehicle Mileage threshold which best reflects its unique geography. The Authority would be unlikely to agree to a threshold less than 30 kilometres.
 - (c) A maximum distance of more than 5,000 kilometres in any one year for one member could be paid provided the geographical nature of the region warrants it; a case would need to be made to justify it.
 - (d) "One event" means one council meeting or one event which the member is expected to travel to and attend as part of their duties. The travel to and from the event would be a single trip, or if the round trip was in excess of the threshold then a payment could be made.
22. Before considering this Council's proposal to the Remuneration Authority on the issue of Vehicle Mileage Allowance, it is worth considering the number and level of allowances claimed by elected members for vehicle mileage in the past. Section 5 of Attachment One outlines the previous rules for mileage allowance claimed; the type of Council meetings or events for which mileage allowance could be claimed.
23. For the 2009/10 year:
- (a) A total of nine Councillors claimed the allowance. The total kilometres claimed by any one Councillor ranged from 130 kilometres to 13,831. The highest amounts claimed were by the Councillor for Banks Peninsula, reflecting the mileage travelled to attend meetings around the Peninsula, followed by the Deputy Mayor.
 - (b) A total of 13 Community Board members claimed the allowance, seven of which were on Banks Peninsula Community Boards. The total kilometres claimed by any one Board member ranged from 400 (a city Community Board member) to 7,000 (a Banks Peninsula Community Board Chair). The kilometres claimed for any one event ranged from three kilometres (city Community Board members) to 188 kilometres (Banks Peninsula Community Board members).
24. Taking into account the Remuneration Authority's comments regarding thresholds in paragraphs 17 to 21 above, the full time nature of a position in paragraph 21, and the information in paragraph 23 on previous patterns of travel and claims for mileage allowance, the following is proposed for inclusion in the rules to be proposed to the Remuneration Authority under the heading "Travel Time and Mileage allowances":

9. Cont'd

1. For all elected members, reimbursement at \$0.70 per kilometre for car running associated with attendance at Council related meetings or events, with:
 - (a) a minimum threshold of distance travelled being 30 kilometres for any one round trip, with only distance in excess of this threshold qualifying for payment, and
 - (b) a maximum threshold of 5,000 kilometres that can be claimed by any one elected member in any one year, with the exception of the Councillor for Banks Peninsula, who is able to claim a maximum of 8,000 kilometres.
2. For Community Board members only, reimbursement at \$15 per hour for travel time for any one Council related meeting or event, with:
 - (a) a minimum threshold of 2 hours of time travelled for any one round trip, with only time in excess of this threshold qualifying for payment, and
 - (b) a maximum of 100 hours that can be claimed in any one year.
25. The above proposal is based on the following assumptions:
 - (a) Councillors would be viewed as having a full time position, and
 - (b) a case can be made to the Remuneration Authority that given the geography of the Banks Peninsula and the distances to travel around the ward and between the ward and Civic Offices in the city, the Councillor for the Banks Peninsula ward will incur greater distances and longer period of time for travelling, as evidenced by claims made in 2009/10.

Clarification of Travel and Attendance at Conferences and Courses

26. In the previous term, questions of clarification were raised with regard to the provisions of section 6.4 of the schedule of allowances and expenses, that relates to Travel and Attendance at Conferences/Courses/Seminars (pages 3-5 of Attachment One). Specifically the questions related to when Council approval is required for travel undertaken by individual Councillors, and for costs of Community Board travel/conference attendance when representing the Council. The intent of the previous provisions remains the same; section 6.4 of Attachment Two has been redrafted to ensure greater clarity around the different scenarios when travel and attendance at conferences is undertaken by any elected member.

10. NEW ZEALAND LOCAL BOARDS AND COMMUNITY BOARDS CONFERENCE 2011 – BOARD MEMBERS ATTENDANCE

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

PURPOSE OF REPORT

1. The purpose of this report is to seek approval for a number of Fendalton/Waimairi Community Board members to attend the 2011 New Zealand Local Boards and Community Boards Conference in Rotorua on 5 to 7 May 2011.

EXECUTIVE SUMMARY

2. The conference is being held in Rotorua from Thursday 5 to Saturday 7 May 2011. The theme for the conference is 'Communities on Board – The Changing Face of Community Governance' and will reflect on Boards' relationships, communications and advocacy with their communities, as well as considering the implications of the establishment of Auckland's 'super city' on communities throughout New Zealand Boards. More information is **attached**.
3. The programme includes key-note speakers and inter-active workshops hosted by experts, and the presentation of the Best Practice Awards in recognition of community board projects and initiatives which have made a difference.

FINANCIAL IMPLICATIONS

4. The conference registration cost for each appointed delegate is **\$591 excluding GST**, noting this is the earlybird rate until close of business on 4 March 2011. The standard registration from 4 March 2011 will be **\$676**. In addition, accommodation and airfare costs will be in the order of approximately \$350 and \$300 respectively, per person.
5. The Board's 2010/11 remaining operational budget of \$3,550 has the necessary conference and training funding available to fund up to three Board members to attend.

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

7. Yes.

LEGAL CONSIDERATIONS

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

8. There are no direct legal implications involved. A Community Board resolution is required for expenditure for attendance of Board members at conferences.

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?

9. Not applicable.

ALIGNMENT WITH STRATEGIES

10. Not applicable.

10. Cont'd

Do the recommendations align with the Council's strategies?

11. Not applicable.

CONSULTATION FULFILMENT

12. Not applicable.

STAFF RECOMMENDATION

It is recommended that the Board give consideration to approving the attendance of a number of Board members to the 2011 New Zealand Local Boards and Community Boards Conference in Rotorua from 5 to 7 May 2011.

11. FENDALTON/WAIMAIRI COMMUNITY BOARD - RECESS COMMITTEE

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

PURPOSE OF REPORT

1. The purpose of this report is to seek the Board's approval to put in place delegation arrangements for matters of a routine nature (including applications for funding) normally dealt with by the Board, to cover the period following its last scheduled meeting for 2010 (being 14 December 2010) up until the Board resumes normal meetings proposed to commence in February 2011.

EXECUTIVE SUMMARY

2. In past years, it has been normal practice for the Board to give delegated authority to the Chairperson and Deputy Chairperson to make decisions on its behalf.

STAFF RECOMMENDATION

- (a) That a Recess Committee comprising the Board Chairperson and Deputy Chairperson (or their nominees) be authorised to exercise the delegated powers of the Board for the period following its 14 December 2010 meeting up until the Board resumes normal business in February 2011.
- (b) That the application of any such delegation be reported back to the Board for record purposes.

12. NEXT ORDINARY MEETING OF THE BOARD

Clause 21, Schedule 7 of the Local Government Act 2002 requires that the Board fix the date and time of the first ordinary meeting of 2011 of the Fendalton/Waimairi Community Board.

It is proposed that the Board next meet on Tuesday 15 February 2011 at 4pm.

STAFF RECOMMENDATION

That the first ordinary meeting of 2011 of the Fendalton/Waimairi Community Board be held on Tuesday 15 February 2010 at 4pm in the Boardroom, corner Jeffreys and Clyde Roads, Fendalton.

13. COMMUNITY BOARD ADVISER'S UPDATE

13.1 CURRENT ISSUES

13.2 UPDATE ON LOCAL CAPITAL PROJECTS

Attached

13.3 2010/11 BOARD FUNDING UPDATE

Attached

13.4 CUSTOMER SERVICE REQUEST REPORT FOR NOVEMBER 2010

Attached

14. ELECTED MEMBERS' INFORMATION EXCHANGE

15. QUESTIONS UNDER STANDING ORDERS