

POLICY

Conferences and Training

CONFERENCE AND TRAINING COURSE ATTENDANCE

1 Introduction

The Council is required to give effect to the purpose of Local Government which is described in the *Local Government Act 2002* (the Act). The purpose enables democratic local decision-making and action, by and on behalf of, communities to meet the current and future needs for good quality local infrastructure; local public services; and performance of regulatory functions in a way that is most cost-effective for households and businesses.

2 Policy Context

Elected members are responsible for making decisions on matters such as the services council will provide, the standard they are provided to, how they will be paid for and what bylaws need to be made. Elected members have a governance role in council as well as being an elected representative of the community.

3 Policy Objective

To make a positive impact as an elected member a range of skills and qualities are needed. A number of opportunities are provided for professional development and it is important that elected members take advantage of these.

4 Policy Statement

Local Government Conference (LGNZ Annual Conference)

A report will be considered by the Council each March/April to determine attendance.

The Mayor, one Councillor, together with the Chief Executive, may represent the Council at the Local Government Conference annually.

The Deputy Mayor, if available, be able to attend at least one LGNZ Conference during the triennium cycle.

Any nominated Councillor can only attend one LGNZ Conference in any given triennium cycle (unless being held in Canterbury), to enable other members to attend.

When the LGNZ Conference is held in Canterbury, the Council will consider sending up to ten Councillors.

Approval for Councillor Training Attendance

The Mayor, or in his/her absence, the Deputy Mayor, will approve all training courses, conferences and seminars attended by members of the Council and notify the Governance Manager. This will be reported as part of the Mayor's monthly report to Council.

Training courses (and conferences) can also be approved via a report to the Council. Attendance at overseas conferences shall be approved by the Council via a formal report.

POLICY

Conferences and Training

CONFERENCE AND TRAINING COURSE ATTENDANCE

Community Board Members

Approval for Community Board Members to attend conferences or training within New Zealand (excluding in-house) will be via formal Community Board report, consideration and resolution.

Any Community Board member attending a conference is required to provide a written report on the learnings/highlights to be published in the next available Board agenda for public accountability, and circulated to all elected members.

LGNZ National Community Board Conference (held every two years)

At least one Community Board member from each Community Board may attend the Conference and represent their community.

It is permissible for a Councillor appointed to a Community Board to attend the LGNZ Community Board Conference, however the related registration and expenses will come from the Community Board training budget and not the Council training budget.

5 Adopted by and date

Approved and adopted by the Council on 5 March 2019.

This policy shall be reviewed by the Council every six years or sooner on request.

The next review date is March 2025.