

REPORT

TO: Motueka Community Board Members
FROM: David Ogilvie, Chair
DATE: 9 June 2010
SUBJECT: **Community Board Members' Expenses – RMCB10-06-07**

Attached to this report is correspondence dated 30 April 2010 relating to Board Member Tara Forde's application for expenses (primarily for travel) and the reply from Corporate Services Manager (Murray Staite). In his reply, he has detailed the criteria and declined Tara's claim. In considering the criteria, I have supported Murray's decision.

The issue essentially relates to members attending Community Board (or Council) functions, not only in Motueka, but particularly in Golden Bay, Richmond and Nelson. Other concerns involve:

- 1 Can the claim be retrospective?
- 2 Is there a "cost" limit to claims?
- 3 Should Motueka Ward "costs" be included?
- 4 Is the cost a Council or Community Board cost?

My recommendations would be:

- 1 Retrospective claim – preferably decline, but there will be examples of urgent meetings/functions which the Board would consider at the next monthly meeting.
- 2 Claim limit - \$1,000 per annum per Board Member (\$1,500 pa Chairperson). Note: the current computer allowance at \$41.66 per month is \$500 pa.
- 3 Travel costs in Motueka Ward not able to be claimed (part of the member's role to be active in the community, and the remuneration allows for this.)
- 4 The cost is a community board cost, unless there is a specific request by Council for a Board Member to attend a meeting/function, consequently a Council cost.
- 5 The member to report to the Community Board (and, if necessary, to the Council) on the purpose, work and actions of the meeting and the implications for the Motueka Community Board.

Criteria

A mileage allowance may be paid on the basis of a claim when conducting community board business in the following events:

- a) Travel pursuant to a form resolution of the community board;
- b) Travel pursuant to a request or authorisation from the Mayor, or Chief Executive;
- c) Site inspections relating to items appearing on community board agendas or at the request of the Mayor or Chief Executive;
- d) Attendance at official functions and events of the community board;

- e) Attendance at meetings of residents, ratepayers or community groups in the capacity of an elected member;
- f) Attendance at any meeting called by Council officers to discuss Council business.

David Ogilvie
Chair