

## 19. REVIEW OF SEMINAR MEETING STRUCTURE

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The purpose of this report is to provide the Board with an opportunity to confirm its current seminar meeting structure and consider creating a structure for informal briefing sessions.

### CURRENT SEMINAR MEETING STRUCTURE

The Board currently meets on the 3rd Thursday of each month in a seminar format. The advocacy team plans these seminar sessions, and develops community themes and training themes that are of particular relevance to the Board.

It is recommended that this format be continued in 2003, and that seminars for the year continue to be approached in a strategic way with input from the Board.

### POSSIBLE STRUCTURE FOR INFORMAL BRIEFINGS

Board members also attend a variety of informal briefings outside the usual Board seminar meeting times. In recent months, briefing topics have included City Plan process/variations, the Air Chapter of the proposed Canterbury Regional Resources Plan and Central City Mayoral Forum issues.

The Board may wish to consider scheduling a day and time each month for these informal briefings to be held, as required. It is suggested that the 2nd Wednesday of each month at 4.00pm may be an appropriate day and time for these briefings. These briefings would only be held when required, and some months relevant briefing topics may not be raised. A meeting allowance would not be payable.

It is suggested that topics for these informal briefing sessions could continue to be raised by staff or agreed at Board meetings.

#### Staff

- Recommendation:**
- 1 That the Board resolve to continue to hold seminar meetings on the 3rd Thursday of each month from February 2003.
  - 2 That the Board consider setting aside a monthly time for briefing/training sessions as required.

#### Chairperson's

**Recommendation:** That the recommendations be adopted.