

**8. LYTTTELTON/MT HERBERT COMMUNITY BOARD PROPOSED SCHEDULE OF MEETINGS FOR 2006**

|                                     |   |
|-------------------------------------|---|
| <b>General Manager responsible:</b> | General Manager Regulation and Democracy Services, DDI 941-8549 |
| <b>Officer responsible:</b>         | Secretariat Manager   |
| <b>Author:</b>                      | Clare Sullivan, Community Board Principal Adviser               |

**PURPOSE OF REPORT**

1. The purpose of this report is to submit a proposed schedule of ordinary meetings in 2006 for the Board's approval. The proposed schedule is outlined below.

**EXECUTIVE SUMMARY**

2. Each Community Board sets a schedule of ordinary meetings for the year ahead. The proposed schedule of meetings is compatible with the timetable adopted for meetings of the Council and other community boards where possible. The meetings are scheduled to occur in the third week of the month. Suggested meeting places area are also put forward for your consideration. Any extraordinary meetings or Board seminars will be set throughout the year as required and according to statutory requirements for notification.

**FINANCIAL AND LEGAL CONSIDERATIONS**

3. There are no financial considerations outside the existing budget for meetings of the Community Board.

**LYTTTELTON/MT HERBERT COMMUNITY BOARD PROPOSED MEETING SCHEDULE FOR 2005**

| <b>Date</b>            | <b>Time</b> | <b>Venue</b> |
|------------------------|-------------|--------------|
| Wednesday 17 May       | 4.30pm      |              |
| Wednesday 21 June      | 4.30pm      |              |
| Wednesday 19 July      | 4.30pm      |              |
| Wednesday 16 August    | 4.30pm      |              |
| Wednesday 20 September | 4.30pm      |              |
| Wednesday 18 October   | 4.30pm      |              |
| Wednesday 15 November  | 4.30pm      |              |
| Wednesday 13 December  | 4.30pm      |              |

**STAFF RECOMMENDATION**

It is recommended that the Board agree to the ordinary meeting schedule as detailed in the report.