

17. ADOPTION OF SCHEDULE OF MEETINGS

General Manager responsible:	General Manager Regulation and Democracy Services, DDI 941-8462
Officer responsible:	Democracy Services Manager
Author:	Clare Sullivan, Council Secretary

PURPOSE OF REPORT

1. The purpose of the report is to seek the adoption by the Council of the **attached** schedule setting out the proposed times and dates of ordinary Council meetings, Regulatory and Planning Committee meetings, and LTCCP meetings.

EXECUTIVE SUMMARY

2. In order that the business of the Council can be conducted in an orderly manner, and to allow public notification of meetings to be given in compliance with the Local Government Official Information and Meetings Act 1987, it is necessary for the Council to adopt a schedule of meetings.
3. The attached schedule assumes:
 - That Council meetings will be held commencing at 9.30am on the second and fourth Thursday of each month, with the meeting on the second Thursday being devoted solely to consideration of community board reports, with all remaining reports/items being submitted to the second meeting on the fourth Thursday.
 - The Regulatory and Planning Committee will meet at 9.30am on the first Thursday of each month. However, they are also considering an option of holding a second meeting a month. This has tentatively been provided for in the schedule.
 - Meetings set aside for the LTCCP (including a working party meeting in February) and hearings and consideration.
 - Meetings set aside for the Metropolitan Funding Committee, and hearings on the Representation Review.
4. The schedule is based on the agreed format of meetings for 2008, with times set aside for Council workshops. Other dates will still need to be set for hearings on bylaws and other special consultative processes.

FINANCIAL IMPLICATIONS

4. Costs associated with holding meetings is provided for in the LTCCP.

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

5. Yes. Page 115 of the 2006-16 LTCCP.

LEGAL CONSIDERATIONS

6. Yes.

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

7. Yes.

ALIGNMENT WITH LTCCP AND ACTIVITY MANAGEMENT PLANS

8. Yes.

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

9. Yes – Democracy and Governance pages 111 to 115 of the 2006-16 LTCCP.

ALIGNMENT WITH STRATEGIES

10. This is aligned with the Council's Governance Statement.

Do the recommendations align with the Council's strategies?

11. Yes – refer above.

CONSULTATION FULFILMENT

12. Not applicable.

STAFF RECOMMENDATION

It is recommended that the Council adopt the schedule of meetings **attached** to this report.