

5. ADOPTION OF SCHEDULE OF MEETINGS 2010

General Manager responsible:	General Manager Regulation and Democracy Services, DDI 941-8462
Officer responsible:	Democracy Services Manager
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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 Annual Plan meetings from January to September 2010.

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. The next triennial Christchurch City elections will be held on Saturday 9 October 2010 and the schedule, therefore, lists meetings from January to September inclusive. It will be up to the incoming Council to decide on its preferred governance and meeting arrangements following the elections.
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 9am on the first Thursday of each month. However, they will also hold a workshop each month. This has been provided for in the schedule.
 - Meetings set aside for the Annual Plan (including a working party meeting in February) and hearings and consideration.
 - Meetings set aside for the Metropolitan Funding Committee.
 - As in previous years the third week of the month will be a community week where, at all possible, meetings are not scheduled unless necessary and Councillors have the opportunity to be active in their community in their representation role.
4. The schedule is based on the agreed format of meetings for 2009, with times set aside for Council workshops. Other dates will still need to be set for a number of special consultative processes and various working parties.
5. The Council would also request that Community Boards, when determining their own meeting timetables, as far as possible schedule Community Board meetings for week 3 of each month. It is acknowledged that a number of community boards hold two meetings a month.

FINANCIAL IMPLICATIONS

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

Do the Recommendations of this Report Align with 2009-19 LTCCP budgets?

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

LEGAL CONSIDERATIONS

7. Yes.

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

8. Yes.

ALIGNMENT WITH LTCCP AND ACTIVITY MANAGEMENT PLANS

9. Yes.

Do the recommendations of this report support a level of service or project in the 2009-19 LTCCP?

10. Yes – Democracy and Governance pages 154 to 159 of the 2009-19 LTCCP.

ALIGNMENT WITH STRATEGIES

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

Do the recommendations align with the Council's strategies?

12. Yes – refer above.

CONSULTATION FULFILMENT

13. Not applicable.

STAFF RECOMMENDATION

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