

#### 4. MEETING TIME

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The purpose of this report is to confirm the starting time for Committee meetings.

While the Committee meeting dates and times for 2002 were approved at the inaugural Council meeting on 8 November, the normal practice has been for each Committee to confirm the meeting time at its first meeting.

The meeting schedule approved by the Council provides for the Committee to meet at 9.30am. In the last Council term the Committee met at 3pm. In setting the starting time for meetings it should be borne in mind that meetings tend to last about 3-3<sup>1</sup>/<sub>2</sub> hours.

**Chair's**

**Recommendation:** That Committee meetings start at 9.15am.