28. SCHEDULE OF MEETINGS FOR COMMITTEES

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

PURPOSE OF REPORT

1. The purpose of this report is to seek the Council's approval of a schedule of meeting dates for the committees established on 28 June 2012, a change of name for one of those committees and amend the membership of the Submissions Panel.

EXECUTIVE SUMMARY

- 2. At its meeting on 28 June 2012, the Council resolved to establish four new committees: People; Environment and Infrastructure; Corporate and Financial; and Planning. Dates were not set for meetings for those committees. The attached schedule proposes dates for each that are highlighted in red. The dates take account of where the first week of each month falls and in addition, public holidays. The Council has previously set the meeting dates for other committee and Council meetings.
- A request has been received to change the name from the People Committee to the Community and Culture Committee to better reflect the nature of the areas the committee will be responsible for.
- 4. A request has been received to change the membership of the Submissions Panel to the members of the Planning Committee.

FINANCIAL IMPLICATIONS

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

Yes. Costs associated with holding meetings are provided for in the 2009-19 LTCCP.

LEGAL CONSIDERATIONS

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

6. Yes.

ALIGNMENT WITH LTCCP AND ACTIVITY MANAGEMENT PLANS

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

7. Yes. See Democracy and Governance Pages 154 – 159 of the 2009 – 2019 LTCCP.

ALIGNMENT WITH STRATEGIES

Do the recommendations align with the Council's strategies?

8. Not applicable.

CONSULTATION FULFILMENT

9. Not applicable.

COUNCIL 12. 7. 2012

STAFF RECOMMENDATION

It is recommended that the Council:

- (a) Adopt the meeting schedule for the Committees listed in the attached schedule for the period 25 July 2012 to September 2013 (see **Attachment 1**).
- (b) Change the name of the People Committee to the Community and Culture Committee.
- (c) Amend the membership of the existing Submissions Panel to be in common with the members of the Planning Committee.

ATTACHMENT 1

CHRISTCHURCH CITY COUNCIL – SCHEDULE OF MEETINGS JULY 2012 – SEPTEMBER 2013 (REVISED DRAFT)

Meeting	Time/ Day	Jul 12	Aug 12	Sep 12	Oct 12	Nov 12	Dec 12	Jan 13	Feb 13	Mar 13	Apr 13	May 13	Jun 13	Jul 13	Aug 13	Sep 13
	Duy							10	10	10	10		10		10	
Council Meetings	Thu 9.30am	12	9	13	11	8	6		14	14	11	16	13	25	15	12
		26	23	27	25	22			28	28	24 (Wed)	30	27		29	26
Earthquake Forum	Thu 9.30am	19	16	20	18	15	13		21	21	18	23	20	18	22	19
Council Workshops	Tue	10	7	11	9	6	4		12	12	9	14	11	23	13	10
		24	21	25	23	20			26	26	23	28	25		27	24
Community and Culture Committee	Tues 9am	31		4	30				5	5	2	7	4	2	6	3
Planning Committee	Wed 9.00am	25		5	3 31			30		6	3	8	5	3	7	4
Environment and Infrastructure Committee	Thurs 9.00am		2	6	4	1			7	7	4	9	6	4	8	5
Corporate and Financial Committee	Fri 9 am		3	7	5	2			8	8	5	10	7	5	9	7
Long Term Plan Committee	Wed 9.00am	11	8	12	10	7	5									
Metropolitan Funding Committee		13														
Audit and Risk Subcommittee	Wed 1pm		22	26		28										
CEO Performance and Review Subcommittee																