

Mayor and Councillors
COUNCIL

12 DECEMBER 2013

Meeting Status: **Public**

Purpose of Report: For Decision

FINAL CALENDAR OF MEETINGS JANUARY - JUNE 2014

PURPOSE OF REPORT

- 1 Council is asked to approve a final calendar of meetings for the period January to June 2014.

SIGNIFICANCE OF DECISION

- 2 The Council's Significance Policy is not triggered by this report.

BACKGROUND

- 3 On 7 November 2013 Council considered a draft Calendar of meetings and referred it to Community Boards for their approval. The Draft Calendar has now been circulated through Community Boards who have approved their respective meeting dates.

CONSIDERATIONS

Issues

- 4 The Ōtaki Community Board decided to schedule an additional meeting on 8 April in order to facilitate the development of their Annual Plan submission.
- 5 The new Council may wish to review the Calendar around June 2014. At that time the schedule of hearings for the Proposed District Plan may be clearer, depending on the outcomes of the independent review currently underway.
- 6 From time to time meetings are required to be cancelled or rescheduled and these changes are discussed with the relevant Chair before public notification.

Financial Considerations

- 7 There are no financial considerations.

Legal Considerations

- 8 There is no statutory requirement to set a calendar of meetings but it is practical to do so to then facilitate the requirement under the Local Government Official Information and Meetings Act (LGOIMA) 1987 to publicly notify meetings.

Delegation

- 9 The Council has not delegated this matter to any of its Standing Committees.

Consultation

- 10 Community Boards have had the opportunity to consider the calendar and make adjustments accordingly.

Policy Implications

- 11 There are no policy considerations.

Tāngata Whenua Considerations

- 12 There are no tāngata whenua considerations.

Publicity Considerations

- 13 Meetings are publicly advertised in advance each month in the local newspapers as required by the LGOIMA.

RECOMMENDATIONS

- 14 That the Council approves the final calendar of meetings for January – June 2014 as detailed in Appendix 1 of report Corp-13-1072.

Report prepared by:

Approved for submission by:

Vyvien Starbuck-Maffey

Stephen McArthur

Democratic Services Team Leader

Group Manager Strategy and Partnerships

ATTACHMENTS:

Appendix 1 Calendar of meetings January to June 2014

CALENDAR OF MEETINGS – JANUARY – JUNE 2014

JANUARY			FEBRUARY			MARCH			APRIL			MAY			JUNE			
Sat/Sun			Sat/Sun			Sat/Sun			Sat/Sun			Sat/Sun			Sat/Sun			
Mon	6	NO MEETINGS	Mon	3		Mon	3		Mon			Mon			Mon	2	QUEEN'S BIRTHDAY	
Tues	7		Tues	4	GAS (Heritage Fund) OCB	Tues	4	APW7	Tues	1	PRCB	Tues			Tues	3	TWOK PCB	
Wed	8		Wed	5		Wed	5		Wed	2		Wed			Wed	4		
Thurs	9		Thurs	6	WAITANGI DAY	Thurs	6	BRF COUNCIL	Thurs	3	BRF GAS (CCNZ)	Thurs	1		Thurs	5	BRF COUNCIL (Consider Submissions)	
Fri	10		Fri	7		Fri	7		Fri	4		Fri	2		Fri	6		
Sat/Sun			Sat/Sun			Sat/Sun			Sat/Sun			Sat/Sun			Sat/Sun			
Mon	13	NO MEETINGS	Mon	10		Mon	10		Mon	7		Mon	5		Mon	9		
Tues	14		Tues	11	APW1 WCB	Tues	11	TWOK PCB	Tues	8	OCB (additional)	Tues	6	WCB	Tues	10	OCB	
Wed	15		Wed	12		Wed	12		Wed	9		Wed	7		Wed	11		
Thurs	16		Thurs	13	BRF ECD APW2	Thurs	13	RMC DLC	Thurs	10	RMC/DLC	Thurs	8	ECD KAPIS	Thurs	12	RMC DLC CAMPE	
Fri	17		Fri	14		Fri	14		Fri	11		Fri	9		Fri	13		
Sat/Sun			Sat/Sun			Sat/Sun			Sat/Sun			Sat/Sun			Sat/Sun			
Mon	20	WGTN ANNIVERSARY	Mon	17		Mon	17		Mon	14		Mon	12		Mon	16		
Tues	21		Tues	18	APW3 PRCB	Tues	18	CEPEC OCB	Tues	15	TWOK PCB	Tues	13	PRCB	Tues	17	WCB	
Wed	22		Wed	19		Wed	19		Wed	16		Wed	14		Wed	18		
Thurs	23	BRF COUNCIL	Thurs	20	CBC/AUDIT APW4 KAPISL	Thurs	20	CBC COUNCIL (Adopt Draft Annual Plan)	Thurs	17	COUNCIL	Thurs	15	BRF CBC AUDIT	Thurs	19	CBC	
Fri	24		Fri	21		Fri	21		Fri	18	GOOD FRIDAY	Fri	16		Fri	20		
Sat/Sun			Sat/Sun			Sat/Sun			Sat/Sun			Sat/Sun			Sat/Sun			
Mon	27		Mon	24		Mon	24		Mon	21	EASTER MONDAY	Mon	19		Mon	23		
Tues	28	TWOK PCB	Tues	25	APW5	Tues	25	WCB	Tues	22	NO MEETINGS	Tues	20	COUNCIL (Annual Plan Hearings)	Tues	24	PRCB	
Wed	29		Wed	26		Wed	26		Wed	23		Wed	21	COUNCIL (Annual Plan Hearings)	Wed	25		
Thurs	30	RMC DLC	Thurs	27	AUDIT APW6	Thurs	27	BRF ECD	Thurs	24		Thurs	22	COUNCIL (Annual Plan Hearings)	Thurs	26	BRF ECD COUNCIL (Adopt Annual Plan)	
Fri	31		Fri	30		Fri	28	AP Submissions Open	Fri	25		ANZAC DAY	Fri	23		Fri	27	
Sat/Sun			Sat/Sun			Sat/Sun			Sat/Sun			Sat/Sun			Sat/Sun			
						Mon	31		Mon	28		Mon	26		Mon	30		
									Tues	29	OCB AP Submissions Close	Tues	27					
									Wed	30		Wed	28					
												Thurs	29					
												Fri	30					
KEY	Committees: ECD = Environment and Community Development RMC = Regulatory Management CBC = Corporate Business KAPIS = Kapiti Island Monitoring DLC = District Licensing CEPEC = CE Performance and Employment			BRF = Briefings APW = Annual Plan Workshop			Subcommittees: AUDIT = Audit & Risk GAS = Grants Allocation CAMPE = Campe Estate			Community Boards: CB = Paekākāriki OCB = Ōtaki PRCB = Paraparaumu/Raumati WCB = Waikanae			COUNCIL			TWOK – Te Whakaminenga o Kāpiti		