

# SOUTH WAIRARAPA DISTRICT COUNCIL

20 SEPTEMBER 2017

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## AGENDA ITEM C6

### SCHEDULE OF ORDINARY MEETINGS

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#### **Purpose of Report**

To provide Councillors with the proposed schedule of ordinary meetings for Council, community boards and committees for 2018.

#### **Recommendations**

Officers recommend that the Council:

1. *Receive the Schedule of Ordinary Meetings Report.*
2. *Adopt the 2018 schedule of ordinary meetings for Council, community boards and committees.*

#### **1. Background**

Each year Council adopts a schedule of Council, committee and community board meeting dates for the coming 12-month period.

#### **2. Discussion**

##### **2.1 Proposed 2018 Schedule of Ordinary Meetings**

A proposed schedule of 2018 meetings is provided in Appendix 1. The calendar has been aligned with legislative timeframes for adopting the Long Term Plan and Annual Report during scheduled ordinary meetings.

Meetings are scheduled every 6 weeks as per Council policy with the exception of the 24 October 2017 meeting which is scheduled 5 weeks from the previous meeting to allow for the adoption of the annual report.

The meeting on the 14 March 2018 is for the express purpose of adopting the Long Term Plan Consultation Document, but as it will be an ordinary meeting, other Council business could be considered.

It will be necessary to schedule extraordinary meetings to hear and deliberate on the 17/18 long term plan submissions. It may also be necessary to schedule extraordinary meetings to attend to any extraordinary Council business that may arise.

Where a Martinborough Community Board or Maori Standing Committee meeting fell on a public holiday, the meeting was moved to the first free

Monday. The November Martinborough Community Board meeting is out of sync with the others to allow for members' commitments with regards to Toast Martinborough.

## **2.2 Meeting Times**

Meeting times for Council and the Infrastructure and Planning Working Party have been brought forward to start at 9:00am. The community boards and the Maori Standing Committee will be asked to decide on a time that suits members.

## **3. Appendices**

Appendix 1 – Proposed Schedule of Ordinary Meetings 2018

Contact Officer: Suzanne Clark, Committee Secretary

Reviewed By: Paul Crimp, Chief Executive

# **Appendix 1 – Proposed Schedule of Ordinary Meetings 2018**

**SOUTH WAIRARAPA DISTRICT COUNCIL  
PROGRAMME OF MEETINGS 2018**

<i>MEETING</i>	<i>TIME</i>	<i>DAY</i>	<i>JAN MTG 2018</i>	<i>FEB MTG 2018</i>	<i>MAR MTG 2018</i>	<i>APR MTG 2018</i>	<i>MAY MTG 2018</i>	<i>JUN MTG 2018</i>	<i>JUL MTG 2018</i>	<i>AUG MTG 2018</i>	<i>SEP MTG 2018</i>	<i>OCT MTG 2018</i>	<i>NOV MTG 2018</i>	<i>DEC MTG 2018</i>
Martinborough Community Board	TBC	Mon	29	-	12	23		11	16	27	-	8	26	-
Featherston Community Board	TBC	Tues	30	-	13	24		5	17	28	-	9	20	-
Greytown Community Board	TBC	Wed	31		14	18		6	18	29	-	10	21	-
Maori Standing Committee	TBC	Mon	-	12	26	-	7	18	30	-	10	15	-	3
<b>COUNCIL</b>	9.00AM	Wed	-	21	<b>14</b>	4	16	27	-	8	19	24	-	12
Infrastructure & Planning Working Party	9.00AM	Wed	-	7	21	-	9	13	25	-	5	10	28	-
AP/LTP Working Party	9.00AM (or will follow I&P)	Wed	24	7				13	-	-	-	10	28	

**NOTES:**

1. The dates of all other meetings will be separately notified
2. Easter: Good Friday 30 March 2018 and Easter Monday 2 April 2018
3. Anzac Day: Wednesday 25 April 2018
4. LTP Submissions Hearings 14-16 May
5. Queen's Birthday: Monday 4 June 2018
6. Labour Day: Monday 22 October 2018