

SOUTH WAIRARAPA DISTRICT COUNCIL

7 OCTOBER 2015

AGENDA ITEM C2

SCHEDULE OF ORDINARY MEETINGS

Purpose of Report

To provide Councillors with the proposed schedule of ordinary meetings for Council, community boards and committees for 2016.

Recommendations

Officers recommend that the Council:

1. *Receive the information.*
2. *Adopt the 2016 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 2016 Schedule of Ordinary Meetings

A proposed schedule of 2016 meetings is provided in Appendix 1. The calendar has been aligned to signing off the annual plan and the annual report during scheduled ordinary meetings.

Meetings are scheduled every 6 weeks as per Council policy with the exception of the 26 October 2016 meeting which is scheduled 5 weeks from the previous meeting to allow for the adoption of the annual report.

It will be necessary to schedule extraordinary meetings to hear and deliberate on the 16/17 annual plan submissions and 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.

2.2 Meeting Times

Council, the Policy and Finance Committee and the Infrastructure and Planning Working Party meeting start times are proposed to remain the same. 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 2016

Contact Officer: Suzanne Clark, Committee Secretary

Reviewed By: Paul Crimp, Chief Executive

Appendix 1 – Proposed Schedule of Ordinary Meetings 2016

SOUTH WAIRARAPA DISTRICT COUNCIL
PROGRAMME OF COUNCIL, COMMUNITY BOARD AND COMMITTEE MEETINGS 2016

<i>MEETING</i>	<i>TIME</i>	<i>DAY</i>	<i>JAN 2016</i>	<i>FEB 2016</i>	<i>MAR 2016</i>	<i>APR 2016</i>	<i>MAY 2016</i>	<i>JUN 2016</i>	<i>JULY 2016</i>	<i>AUG 2016</i>	<i>SEP 2016</i>	<i>OCT 2016</i>	<i>NOV 2016</i>	<i>DEC 2016</i>
Martinborough Community Board	TBA	Mon		1	14	18	30		18	29		10	21	
Featherston Community Board	TBA	Tues		2	15	26		7	19	30		11	22	
Greytown Community Board	TBA	Wed		3	16	27		8	20	31		12	23	
Maori Standing Committee	TBA	Mon		15	21		2	13	25		5	17	28	
COUNCIL	9.30AM	Wed		24		6	18	29		10	21	26		14
Policy and Finance Committee	Follows Council	Wed		24		6	18	29		10	21	26		14
Infrastructure and Planning Working Party	9:30am (or will follow AP workshop)	Wed		10	23		4	15	27		7	12	30	

NOTES:

1. The dates of all other meetings will be separately notified
2. Wellington Anniversary Day: Monday 25 January 2016
3. Waitangi Day Holiday: Monday 8 February 2016
4. Easter: Good Friday 25 March 2016 and Easter Monday 28 March 2016
5. Anzac Day: Monday 25 April 2016
6. Queen's Birthday: Monday 6 June 2016
7. Labour Day: Monday 24 October 2016