

SOUTH WAIRARAPA DISTRICT COUNCIL

24 OCTOBER 2018

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 2019.

Recommendations

Officers recommend that the Council:

1. *Receive the Schedule of Ordinary Meetings Report.*
2. *Adopts the 2019 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 2019 Schedule of Ordinary Meetings

A proposed schedule of 2019 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.

It will be necessary to schedule extraordinary meetings to hear and deliberate on the 18/19 annual plan submissions. It may also be necessary to schedule extraordinary meetings to attend to any extraordinary Council business that may arise.

Meetings falling on a public holiday date have been moved. 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 have been retained the same as for 2018. The community boards and the Maori Standing Committee will be asked to decide on a time that suits members.

2.3 Governance Review

The schedule may need to be reviewed once the outcome of the governance review is known.

2.4 Meeting Venue

The Council meeting venue is to be adopted along with the schedule of ordinary meetings. Councillors should advise officers of any changes to the proposed schedule.

3. Appendices

Appendix 1 – Proposed Schedule of Ordinary Meetings 2019

Contact Officer: Suzanne Clark, Committee Secretary

Reviewed By: Paul Crimp, Chief Executive

Appendix 1 – Proposed Schedule of Ordinary Meetings 2019

**SOUTH WAIRARAPA DISTRICT COUNCIL
PROGRAMME OF MEETINGS 2019**

<i>MEETING</i>	<i>TIME</i>	<i>DAY</i>	<i>JAN MTG 2019</i>	<i>FEB MTG 2019</i>	<i>MAR MTG 2019</i>	<i>APR MTG 2019</i>	<i>MAY MTG 2019</i>	<i>JUN MTG 2019</i>	<i>JUL MTG 2019</i>	<i>AUG MTG 2019</i>	<i>SEP MTG 2019</i>	<i>OCT MTG 2019</i>	<i>NOV MTG 2019</i>	<i>DEC MTG 2019</i>
Martinborough Community Board	6:30PM	Mon	28	-	11	22	-	10	15	26	-	7	25	-
Featherston Community Board	7:00PM	Tues	29	-	12	23	-	4	16	27	-	8	19	-
Greytown Community Board	7:00PM	Wed	30	-	13	24	-	5	17	28	-	9	20	-
Maori Standing Committee	6:30PM	Mon	-	11	25	-	6	17	29	-	9	21	-	2
COUNCIL	9.00AM	Wed	-	20		3	15	26	-	7	18	30	-	11

NOTES:

1. The dates of all other meetings will be separately notified
2. Waitangi Day: 6 February 2019
3. Easter: Good Friday 19 April 2019 and Easter Monday 22 April 2019
4. Anzac Day: Thursday 25 April 2019
5. Queen's Birthday: Monday 3 June 2019
6. Labour Day: Monday 28 October 2019

COUNCIL MEETING VENUE:

Waihinga Centre, Martinborough: 20 February, 26 June, 30 October
WBS Room, Greytown Town Centre: 3 April, 7 August, 11 December
Kiwi Hall, Featherston: 15 May, 18 September