



**Report**                    **06.728**  
**Date**                     7 November 2006  
**File**                      E/06/02/02

**Committee**            **Policy, Finance and Strategy**  
**Author**                **Miles Reay, Committee Advisor**

## **2007 Meeting Schedule**

### **1. Purpose**

To consider the draft meeting schedule for the 2007 calendar year.

### **2. Significance of decision**

The matters in this report do not trigger the significance policy of the Council or section 76(3)(b) of the Local Government Act 2002.

### **3. Background and Comment**

**Attachment 1** to this report is a draft meeting schedule for the 2007 calendar year.

The schedule:

- takes the statutory and procedural obligations of the Council, including the financial cycle, into account
- is based on a six week meeting cycle as previously used by Council, with each cycle terminating in a Policy, Finance & Strategy and Council meeting
- takes into account “down time” traditionally taken in the period immediately preceding and following the Local Body elections
- includes some immediately post-election meeting dates which are tentative at present, owing to uncertainties about the composition and/or existence of the committees, and the need for them to resolve their meeting schedules
- is based on reasonably accurate information from several sources, but will probably need minor adjustments as the year proceeds.

#### 4. **Communications**

The schedule been circulated to, and includes input from, Councillors and Divisional Managers. It will be circulated to key stakeholders once accepted.

In accordance with legislation, public notice of formal meetings will be given at the appropriate time once the schedule has been adopted.

#### 5. **Recommendations**

*That the Committee **recommends** that Council:*

1. ***Approves** the proposed 2007 meeting schedule, subject to any amendments requested at this meeting*
2. ***Agrees** that the proposed 2007 meeting schedule be circulated to key stakeholders*
3. ***Authorises** the Divisional Manager, Corporate and Strategy, to modify the schedule, as and when required, in accordance with procedures specified in the Council's Standing Orders.*

Report prepared by:

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**Attachment 1: Draft Wellington Regional Council Meeting Schedule for 2007 (External)**