greater WELLINGTON

REGIONAL COUNCIL

Te Pane Matua Taiao

Report	**14.392**
Date	21 October 2014
File	E/12/01/04

Committee	Council
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2015 meeting schedule

1. Purpose

To adopt the Council's meeting schedule for the 2015 calendar year.

2. Background and comment

Attachment 1 to this report sets out the Council's proposed meeting schedule for the 2015 calendar year.

The schedule:

- is based on an approximately six week meeting cycle for the Council and committees
- takes the statutory and procedural obligations of the Council, including the financial cycle, into account
- will probably require minor adjustments as the year progresses; and
- was circulated to territorial authorities for comment for meetings relevant to them.

3. Communication

Once adopted, the schedule will be circulated to key stakeholders.

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

4. The decision-making process and significance

The matter requiring decision in this report has been considered by officers against the requirements of Part 6 of the Local Government Act 2002.

4.1 Significance of the decision

Officers have considered the significance of the matter, taking into account the Council's significance policy and decision-making guidelines. Due to the

procedural nature of this decision officers recommend that the matter be considered to have low significance.

Officers do not consider that a formal record outlining consideration of the decision-making process is required in this instance.

5.   Recommendations

That the Council:

1.   **Receives** *the report.*

2.   **Notes** *the content of the report.*

3.   **Adopts** *the 2015 meeting schedule as set out in **Attachment 1** to this report.*

4.   **Authorises** *the Manager, Democratic Services to circulate the schedule to key stakeholders, and to modify the schedule as and when required, in accordance with Standing Orders.*

Report prepared by:

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Services

Attachment 1: 2015 meeting schedule