



*caring about you & your environment*

**Report 02.769**

File: E/6/2/2

25 November 2002

Report to Policy, Finance & Strategy Committee  
from Wayne Hastie, Council Secretary

**Year 2003 Meeting Programme**

**1. Purpose**

To consider a meeting programme for the Year 2003.

**2. Background and Comment**

- (1) Attached (**Attachment 1**) for consideration of the Committee and recommendation to Council is a revised draft meeting timetable for the Year 2003. A draft was circulated in the Information Bulletin of 29 November for input from Councillors. No comments were received.
- (2) The programme is generally based on a six week meeting cycle as previously agreed by Council. Ordinary meetings commence in March.
- (3) The early part of the year includes special meetings for consideration of the new Long Term Financial Strategy and for the 2003/2004 Annual Plan. Further special meetings to finalise the Strategy and Plan are scheduled for June/July.
- (4) There will no doubt be a need for Special Meetings as the year proceeds. For example, no allowance has been made at this stage for possible meetings associated with the review of constituencies.
- (5) Several dates for workshops are included. The subject matter for some of these has already been identified. In other cases, dates have been simply reserved. If no particular need arises, the workshops will not be proceeded with. No doubt there will be a need for additional workshops on other dates. These will be arranged as required.

- (6) Also shown, for information, are prepared dates for meetings of Council-owned companies and various other known external meetings that are likely to involve Councillors as well as planned dates for management meetings. Dates for some other meetings that will involve our Councillors are not known yet.
- (7) Also shown are provisional dates advised for meetings of the Capital and Coast District Health Board of which Crs Aitken and Turver are elected members. We have adjusted the timetable to avoid clashes with these meetings.
- (8) The Council has been invited to visit the Auckland Regional Council, possibly in October or November. No dates have been included at this stage.
- (9) At this stage we have no dates for the quarterly meetings with Regional Members of Parliament, but these will continue to be scheduled for a Friday.

### 3. **Communications**

In accordance with legislation, public notice of formal meetings will be given at the appropriate time.

### 4. **Recommendations**

*That the Committee:*

- (1) **Receive** the report and note the contents.
- (2) **Recommend** that Council adopt the proposed programme of meetings for Council and Committees for the Year 2003.

WAYNE HASTIE  
Council Secretary

**Attachment 1: Timetable**