

## 21. First meeting of local authority following triennial general election of members—

(1) The first meeting of a local authority following a triennial general election of members must be called by the chief executive as soon as practicable after the results of the election are known.

(2) The chief executive must give the persons elected to the local authority not less than 7 days' notice of the meeting.

(3) Despite subclause (2), if an emergency exists, the chief executive may give notice of the meeting as soon as practicable.

(4) The chief executive (or, in the absence of the chief executive, a nominee of that officer) must chair the meeting until the mayor or chairperson has made and attested the declaration required under clause 14.

(5) The business that must be conducted at the meeting must include—

(a) the making and attesting of the declarations required of the mayor (if any) and members under clause 14; and

(b) the election of the chairperson (if any) and the making and attesting of the declaration required of the chairperson under clause 14; and

(c) a general explanation, given or arranged by the chief executive, of—

(i) the Local Government Official Information and Meetings Act 1987; and

(ii) other laws affecting members, including—

(A) the appropriate provisions of the Local Authorities (Members' Interests) Act 1968; and

(B) sections 99, 105, and 105A of the Crimes Act 1961; and

(C) the Secret Commissions Act 1910; and

(D) the Securities Act 1978; and

(d) the fixing of the date and time of the first . . . meeting of the local authority, or the adoption of a schedule of . . . meetings; and

(e) the election of the deputy mayor or deputy chairperson in accordance with clause 17.

Cf 1974 No 66 s 114D

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Waitakere City Council  
*To Tatiao o Waitākere*

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# Monthly Meeting Schedule

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November 2004 -December 2004

Adopted by Council: 28 October 2004  
Resolution No. \_\_\_\_\_/2004



WAIKAKERE CITY COUNCIL MEETING SCHEDULE - NOVEMBER 2004

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
1 9.30 am Commissioner Hearings with ARC	2 9.30 am Commissioner Hearings with ARC	3 9.30 am Commissioner Hearings with ARC 5.00 pm Community Boards Induction Workshop	4 9.30 am Commissioner Hearings with ARC	5 9.30 am Local Government Climate Change Conference LGAAA04 Workshop – brief for new Councillors
8 9.30 am Commissioner Hearings with ARC 7.30 pm New Lynn Community Board	9 9.30 am Commissioner Hearings with ARC 7.00 pm Waikakere Community Board	10 9.30 am Arts Events Special Committee 11.00 am Extraordinary – Council (Waikakere Ranges & Poothills) 7.30 pm Massey Community Board	11 9.30 am Extraordinary - City Development Committee 6.30 pm Henderson Community Board	12 9.00 am Tenders Subcommittee 9.30 am LGAAA04 Workshop - Metro Urban Limits - Intensification
15 9.30 am Finance and Operational Performance Committee 5.00 pm Te Taumata Runanga	16 9.30 am Planning and Regulatory Committee	17 9.30 am Council (Various Issues incl. LGAAA Presentation) 6.30 pm Pacific Islands Advisory Board	18 9.30 am Hearings Committee 6.00 pm Te Koopa Puawai	19 9.30 am Workshop on Trusts as a Governance mechanism
22 9.30 am Creative Communities Scheme Allocation Subcommittee	23 9.30 am Creative Communities Scheme Allocation Subcommittee	24 5.30 pm Council	25 7.00 pm Community Sport Allocation Subcommittee	26 9.00 am Tenders Subcommittee
29 7.30 pm New Lynn Community Board	30 9.30 am Emergency Services Special Committee 7.00 pm Waikakere Community Board			

**NOTE:** Meetings of the Council, its committees and the community boards will be held at the Civic Centre, 6 Waiparira Avenue, Lincoln, Waikakere City unless otherwise notified above or via a notice of meeting.





Waitakere City Council  
*Te Tatao o Waitakere*

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# Monthly Meeting Schedule

## 2005

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Adopted by Council: 28 October 2004  
Resolution No. \_\_\_\_/2004

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WAITAKERE CITY COUNCIL MEETING SCHEDULE - JANUARY 2005

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
3 PUBLIC HOLIDAY	4 PUBLIC HOLIDAY	5	6	7
10	11	12	13	14
17 <b>A6</b>	18	19	20	21
24	25	26	27	28 9.00 am Tenderers Subcommittee
31 7.30 pm New Lynn Community Board (New Lynn Community Centre, 45A Totara Avenue, New Lynn)				
NEW YEARS DAY - PUBLIC HOLIDAY ON 3 AND 4 JANUARY 2005				

**NOTE:** Meetings of the Council, its committees and the community boards will be held at the Civic Centre, 6 Waipareira Avenue, Lincoln, Waitakere City unless otherwise notified above or via a notice of meeting.

WAIKARE CITY COUNCIL MEETING SCHEDULE - FEBRUARY 2005

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
	9.30 am Emergency Services Special Committee	9.30 am Projects Special Committee	9.30 am City Development Committee	9.00 am Tenders Subcommittee
	7.00 pm Waitakere Community Board	7.30 pm Massey Community Board	6.30 pm Henderson Community Board	
9.30 am Finance and Operational Performance Committee	9.30 am Planning and Regulatory Committee	9.30 am Arts and Events Special Committee	10.00 am Te Roopu Pūawai	9.30 am LGAAA Workshop - District Plan Changes
			6.00 pm Te Roopu Pūawai	12 noon Youth Council
14.00 am APL/TCOP (STG 1) DELIBERATIONS	15.00 am APL/TCOP (STG 1) DELIBERATIONS	16.00 am Council (Various incl. LGAAA presentation & report)	17.00 am Hearings Committee	18.00 am Tenders Subcommittee
5.00 pm Te Taumata Runanga				9.30 am APL/TCOP (STG 1) DELIBERATIONS
9.30 am APL/TCOP (STG 1) DELIBERATIONS	22.00 am APL/TCOP (STG 1) DELIBERATIONS	23.00 am Council	24.00 am APL/TCOP (STG 1) DELIBERATIONS	
2.30 pm Performance Review Committee			12.00 COUNCIL (TO ADOPT)	
7.30 pm New Lynn Community Board (New Lynn Community Centre, 45A Totara Avenue, New Lynn)				

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 LGAAA Workshop - Local Government (Auckland) Amendment Act  
 \*LTCCP & AP Special - Long Term Council Community Plan and Annual Plan Special

**WAITAKERE CITY COUNCIL MEETING SCHEDULE - MARCH 2005**

<b>MONDAY</b>	<b>TUESDAY</b>	<b>WEDNESDAY</b>	<b>THURSDAY</b>	<b>FRIDAY</b>
	1 9.30 am Waitakere Community Board	2 9.30 am Projects Special Committee	3 9.30 am City Development Committee	4 9.00 am Tenders Subcommittee
7 9.30 am Finance and Operational Performance Committee	8 7.00 pm Waitakere Community Board 9.30 am Planning and Regulatory Committee	9 7.30 pm Massey Community Board 9.30 am Arts and Events Special Committee	10 6.30 pm Henderson Community Board 9.30 am Hearings Committee 6.00 pm Te Roopu Puawai	11 12 noon Youth Council
14 5.00 pm Te Tauranga Runanga	15	16 9.30 am Council (Various) 6.30 pm Pacific Islands Advisory Board	17	18 9.00 am Tenders Subcommittee
21	22	23	24 9.30 am Hearings Committee	25 <b>PUBLIC HOLIDAY</b>
28 <b>PUBLIC HOLIDAY</b>	29	30 5.30 pm Council	31	
<b>GOOD FRIDAY - 25 MARCH 2005 AND EASTER MONDAY - 28 MARCH 2005</b>				

**NOTE:** Meetings of the Council, its committees and the community boards will be held at the Civic Centre, 6 Waipareira Avenue, Lincoln, Waitakere City unless otherwise notified above or via a notice of meeting.

WAITAKERE CITY COUNCIL MEETING SCHEDULE - APRIL 2005

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
				9.00 am Tenders Subcommittee 12 noon Youth Council
7.30 pm New Lynn Community Board (New Lynn Community Centre, 45A Totara Avenue, New Lynn)	9.30 am Emergency Services Special Committee 7.00 pm Waitakere Community Board	9.30 am Projects Special Committee 7.30 pm Massey Community Board	9.30 am City Development Committee 6.30 pm Henderson Community Board	
9.30 am Finance and Operational Performance Committee	9.30 am Planning and Regulatory Committee	9.30 am Arts and Events Special Committee	9.30 am Hearings Committee 6.00 pm Te Roopu Puawai	9.00 am Tenders Subcommittee 12 noon Youth Council
5.00 pm Te Taumata Runanga	4.00 pm Waikarete Urua Committee	9.30 am Council (Various) 6.30 pm Pacific Islands Advisory Board		
<b>PUBLIC HOLIDAY</b>		5.30 pm Council		9.00 am Tenders Subcommittee

ANZAC DAY - MONDAY, 25 APRIL 2004

**NOTE:** Meetings of the Council, its committees and the community boards will be held at the Civic Centre, 6 Waipareira Avenue, Lincoln, Waitakere City unless otherwise notified above or via a notice of meeting.

WAITAKERE CITY COUNCIL MEETING SCHEDULE - MAY 2005

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
2 7.30 pm New Lynn Community Board (New Lynn Community Centre, 45A Totara Avenue, New Lynn)	3 7.00 pm Waitakere Community Board	4 9.30 am Projects Special Committee	5 9.30 am City Development Committee	6 9.00 am Tenders Subcommittee 12 noon Youth Council
9 9.30 am Finance and Operational Performance Committee	10 9.30 am Planning and Regulatory Committee	11 9.30 am Arts and Events Special Committee 11.00 am Creative Communities Scheme Allocation Subcommittee	12 9.30 am Hearings Committee 6.00 pm Te Roopu Puawai	13
16 <b>AIO</b> 5.00 pm Te Taunata Rauanga	17 9.30 am Creative Communities Scheme Allocation Subcommittee	18 9.30 am Council (Various) 6.30 pm Pacific Islands Advisory Board	19	20
23	24	25 5.30 pm Council	26 9.30 am Hearings Committee	27 9.00 am Tenders Subcommittee
30 9.30 am AP/TC/P (HEARINGS)	31 9.30 am AP/TC/P (HEARINGS)			
7.30 pm New Lynn Community Board (New Lynn Community Centre, 45 Totara Avenue, New Lynn)	7.00 pm Waitakere Community Board			

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WAITAKERE CITY COUNCIL MEETING SCHEDULE - JUNE 2005

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
		9.30 am AP/LTCCP (HEARINGS)	9.30 am City Development Committee	9.30 am AP/LTCCP (HEARINGS)
		7.30 pm Massey Community Board	6.00 pm Te Roopu Puawai 6.30 pm Henderson Community Board	
<b>PUBLIC HOLIDAY</b>	9.30 am Planning and Regulatory Committee 3.00 pm AP/LTCCP (HEARINGS)	9.30 am Arts and Events Special Committee 3.00 pm AP/LTCCP (HEARINGS)	9.30 am Hearings Committee 3.00 pm AP/LTCCP (HEARINGS)	9.00 am Tenders Subcommittee 12 noon Youth Council
9.30 am Finance and Operational Performance Committee <b>AN</b> 5.00 pm Te Taumata Runanga	9.30 am Emergency Services Special Committee	9.30 am Council (Various) 6.30 pm Pacific Islands Advisory Board	7.00 pm Community Sport Fund Allocation Subcommittee	
	9.30 am AP/LTCCP (STG 2 DELIBERATIONS)		9.30 am Hearings Committee	9.00 am Tenders Subcommittee 9.30 am AP/LTCCP (STG 2 DELIBERATIONS)
	9.30 am AP/LTCCP (STG 2 DEL) 12.00 COUNCIL (TO ADOPT)	5.30 pm Council		

QUEENS BIRTHDAY - MONDAY, 6 JUNE 2005

**NOTE:** Meetings of the Council, its committees and the community boards will be held at the Civic Centre, 6 Waipareira Avenue, Lincoln, Waitakere City unless otherwise notified above or via a notice of meeting.  
\*LTCCP & AP Special - Long Term Council Community Plan and Annual Plan Special

WAITAKERE CITY COUNCIL MEETING SCHEDULE - JULY 2005

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
7.30 pm New Lynn Community Board (New Lynn Community Centre, 45 Totara Avenue, New Lynn)	7.00 pm Waitakere Community Board	9.30 am Projects Special Committee 7.30 pm Massey Community Board	9.30 am City Development Committee 6.30 pm Henderson Community Board	9.00 am Tenders Subcommittee
9.30 am Finance and Operational Performance Committee	9.30 am Planning and Regulatory Committee	9.30 am Arts and Events Special Committee 6.30 pm Pacific Islands Advisory Board	9.30 am Hearings Committee 6.00 pm Te Roopu Puawai	12 noon Youth Council
5.00 pm Te Taumata Runanga		9.30 am Council (Various)		9.00 am Tenders Subcommittee
		5.30 pm Council	9.30 am Hearings Committee	

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NOTE: Meetings of the Council, its committees and the community boards will be held at the Civic Centre, 6 Waipareira Avenue, Lincoln, Waitakere City unless otherwise notified above or via a notice of meeting.

WAIKARE CITY COUNCIL MEETING SCHEDULE - AUGUST 2005

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
1 7.30 pm New Lynn Community Board (New Lynn Community Centre, 45 Totara Avenue, New Lynn)	2 9.30 am Emergency Services Special Committee	3 9.30 am Projects Special Committee	4 9.30 am City Development Committee	5 9.00 am Tenders Subcommittee
8 9.30 am Finance and Operational Performance Committee	9 7.00 pm Waikare Community Board	10 7.30 pm Massey Community Board	11 6.30 pm Henderson Community Board	12 12 noon Youth Council
15 5.00 pm Te Taumata Runanga	16 9.30 am Planning and Regulatory Committee	17 9.30 am Arts and Events Special Committee	18 9.30 am Hearings Committee	19 9.00 am Tenders Subcommittee
22	23 9.30 am Council (Various)	24 6.30 pm Pacific Islands Advisory Board	25 6.00 pm Te Koopu Pūawai	26
29	30 5.30 pm Council	31	9.30 am Hearings Committee	

**NOTE:** Meetings of the Council, its committees and the community boards will be held at the Civic Centre, 6 Waipareira Avenue, Lincoln, Waikare City unless otherwise notified above or via a notice of meeting.

WAITAKERE CITY COUNCIL MEETING SCHEDULE - SEPTEMBER 2005

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
			1	2 9.00 am Tenders Subcommittee
5 7.30 pm New Lynn Community Board (New Lynn Community Centre, 45 Totara Avenue, New Lynn)	6 7.00 pm Waitakere Community Board	7 9.30 am Projects Special Committee	8 9.30 am City Development Committee	9
12 9.30 am Finance and Operational Performance Committee <b>A14</b>	13 9.30 am Planning and Regulatory Committee	14 9.30 am Arts and Events Special Committee 5.30 pm Finance and Operational Performance Committee (Community Well being Fund Hearing of Submissions)	15 9.30 am Hearings Committee 6.00 pm Te Roopu Puawai	16 9.00 am Tenders Subcommittee 12 noon Youth Council
19 5.00 pm Te Taunata Runanga	20	21 9.30 am Council (Various) 6.30 pm Pacific Islands Advisory Board	22 9.30 am Finance and Operational Performance Committee (Community Well being Fund Hearing of Submissions)	23
26	27	28 5.30 pm Council	29 9.30 am Hearings Committee	30 9.00 am Tenders Subcommittee

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WAITAKERE CITY COUNCIL MEETING SCHEDULE - OCTOBER 2005

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
3 7.30 pm New Lynn Community Board (New Lynn Community Centre, 45 Totara Avenue, New Lynn)	4 9.30 am Emergency Services Special Committee 7.00 pm Waitakere Community Board	5 9.30 am Projects Special Committee 7.30 pm Massey Community Board	6 9.30 am City Development Committee 6.30 pm Henderson Community Board	7
10 9.30 am Finance and Operational Performance Committee	11 9.30 am Planning and Regulatory Committee	12 9.30 am Arts and Events Special Committee 11.00 am Creative Communities Scheme Allocation Subcommittee	13 9.30 am Hearings Committee 6.00 pm Te Roopu Puawai	14 9.00 am Tenders Subcommittee 12 noon Youth Council
17 5.00 pm Te Taumata Runanga	18 9.30 am Creative Communities Scheme Allocation Subcommittee	19 9.30 am Council (Various) 6.30 pm Pacific Islands Advisory Board	20	21
24 <b>PUBLIC HOLIDAY</b>	25	26 5.30 pm Council	27 9.30 am Hearings Committee	28 9.00 am Tenders Subcommittee
31 7.30 pm New Lynn Community Board (New Lynn Community Centre, 45 Totara Avenue, New Lynn)				

LABOUR DAY - MONDAY, 24 OCTOBER 2005

**NOTE:** Meetings of the Council, its committees and the community boards will be held at the Civic Centre, 6 Waipareira Avenue, Lincoln, Waitakere City unless otherwise notified above or via a notice of meeting.

WAITAKERE CITY COUNCIL MEETING SCHEDULE - NOVEMBER 2005

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
	1	2	3	4
	7.00 pm Waitakere Community Board	9.30 am Projects Special Committee	9.30 am City Development Committee	
	7.00 pm Waitakere Community Board	7.30 pm Massey Community Board	6.30 pm Henderson Community Board	
7	8	9	10	11
9.30 am Finance and Operational Performance Committee	9.30 am Planning and Regulatory Committee	9.30 am Arts and Events Special Committee	9.30 am Hearings Committee	9.00 am Tenders Subcommittee 12 noon Youth Council
14	15	16	17	18
5.00 pm Te Taumata Runanga		9.30 am Council (Various)	6.00 pm Te Roopu Pūhāwai	
21	22	23	24	25
		6.30 pm Pacific Islands Advisory Board	9.30 am Hearings Committee	9.00 am Tenders Subcommittee
28	29	30		
		5.30 pm Council		

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WAITAKERE CITY COUNCIL MEETING SCHEDULE - DECEMBER 2005

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
			1	2
7.30 pm New Lynn Community Board (New Lynn Community Centre, 45 Totara Avenue, New Lynn)	9.30 am Emergency Services Special Committee 7.00 pm Waitakere Community Board	9.30 am Projects Special Committee 7.30 pm Massey Community Board	9.30 am City Development Committee 6.00 pm Te Roopu Puawai 6.30 pm Henderson Community Board	9.00 am Tenders Subcommittee
9.30 am Finance and Operational Performance Committee 5.00 pm Te Taumata Runanga	9.30 am Planning and Regulatory Committee 6.30 pm Pacific Islands Advisory Board	9.30 am Arts and Events Special Committee 5.30 pm Council	9.30 am Hearings Committee	9.00 am Tenders Subcommittee 12 noon Youth Council
19	20	21	22	23
26	27	28	29	30
PUBLIC HOLIDAY	PUBLIC HOLIDAY			
CHRISTMAS DAY / BOXING DAY - PUBLIC HOLIDAY ON 26 AND 27 DECEMBER 2005				

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NOTE: Meetings of the Council, its committees and the community boards will be held at the Civic Centre, 6 Waipareira Avenue, Lincoln, Waitakere City unless otherwise notified above or via a notice of meeting.