

File ref: IRO-4977

21 December 2015

Ian Apperley

Via: fyi-request-3380-oba42197@requests.fyi.org.nz

Dear Mr Apperley

Request for information on the Mayor and Councillor Attendance at Committee Meetings since the start of the 2013 Triennium.

Thank you for your email to the Issues Resolution Office received on 19 November 2015 in which you requested information relating to the Mayor and Councillor attendance across the committee structure.

In your email you asked:

“Can you please provide a breakdown of Mayor and Councillor attendance rates to meetings over the past term to date.

I want to know by Mayor and individual Councillor a percentage of attendance.

I.e. The number of meetings that individuals were expected to attend versus the number of meetings they actually attended, as a percentage.

If it helps, then what I trying to reproduce is the same as this new article.

<http://www.stuff.co.nz/dominion-post/news/74159846/hawkes-bay-regional-councillors-hit-back-at-meeting-attendance-figures>

This triennium the Council does not report on meeting attendance as an overall percentage for each individual councillor via the Annual Report. As such, this specific information is not held.

The Council does collect a record of attendance and apologies from members for all meetings as per the Council's Standing Orders and this is recorded in the minutes of each meeting across the committee structure. Importantly, as of 1 July 2015, all four subject-based committees became 'Committees of the Whole' under the Council's Terms of Reference and Delegations for the 2013/16 Triennium.

As such, attendance at the four subject-based committees (Environment, Community, Sport and Recreation, Transport and Urban Development and Economic Growth and Arts), is now required by all councillors.

Under the Council's Standing Orders- updated in April 2015, 'Leave and Absence and Apologies' Part 3 section 3.8 sets out the requirements for elected members about attendance and apologies. Reasons for absence from a meeting may be for the following reasons:

1. The Mayor is an ex-officio member of all committees and subcommittees other than a quasi-judicial committee.
2. An elected member is away on Council business i.e. an overseas delegation or conference or maybe appointed to another Council board that coincides with a committee meeting.
3. Leave of Absence
4. An elected member has a competing engagement elsewhere.

While the Council does not hold the percentage information you are seeking, to assist you, please find attached a spreadsheet (Appendix 1) which contains the following information:

- Councillor full absence from a meeting (does not include apologies for lateness or early departure from a meeting) since the start of the 2013 Triennium
- Councillor membership to each Committee since the start of the 2013 Triennium and since the change in membership 1 July 2015.
- Meeting dates to each Committee including any extraordinary meetings.

Yours sincerely



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