



21 July 2016

LGOIMA No. 814000121
(Please quote this in any correspondence)

Ms. Aimee Whitcroft

By email: fyi-request-4205-0495f0f7@requests.fyi.org.nz

Dear Ms. Whitcroft

Local Government Official Information And Meetings Act 1987

Councillor meeting attendance

I refer to your email, which we received on 1 July 2016, concerning Councillor meeting attendance.

Your request asked for: a detailed breakdown for the mayor and all councillors, per meeting, of councillors in attendance, apologies, late arrivals (and what constitutes that), and early departures (and what constitutes that) for all council meetings for the 2013 triennium to date.

Attendance and lateness information is available in our publicly recorded minutes on our website. These can be accessed by following this link:

<http://infocouncil.aucklandcouncil.govt.nz/>

You can find the relevant committee by selecting it in the drop down list at the top of the page. You then need to select the year and month from the relevant drop down lists in order to get the minutes from a particular meeting.

Late arrivals are considered to be the arrival of a member after the apologies have been read. This is usually the third item on the agenda. Early departures are any departures prior to the close of the meeting.

In relation to your question about which meetings were considered to be mandatory and which were optional, this information is contained within the Governing Body Terms of Reference, also published on our website. You can access this information by clicking on the following link:

http://www.aucklandcouncil.govt.nz/EN/AboutCouncil/HowCouncilWorks/auckland_council_explained/Documents/Terms-of-Reference06042016.pdf

On page 6 of this document, it states that "*Appointed members are included in calculating the quorum and are counted towards the quorum when present; this reflects the expectation that appointed members will attend those committees to which they are appointed*"

This document also outlines who the members of each committee are.

If you have any further queries please contact me on 09 301 0101, quoting LGOIMA No. 814000121.

Yours sincerely

A handwritten signature in black ink, appearing to be 'L. Collecutt', written in a cursive style.

Leigh Collecutt
Privacy & LGOIMA Business Partner
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