

**Please note that these minutes remain unconfirmed until the meeting of the Wellington Water Committee on 19 November 2014**

**Report 14.459**

11/09/2014

File: E/12/16/03

**Minutes of the inaugural meeting of the Wellington Water Committee held in the Committee Room, Greater Wellington Regional Council, Shed 39, 2 Fryatt Quay, Pipitea, Wellington, on Thursday, 11 September 2014 at 1.00pm**

**Present**

Deputy Mayor Bassett	Hutt City Council
Mayor Guppy	Upper Hutt City Council
Mayor Leggett	Porirua City Council
Cr Pannett	Wellington City Council
Cr Wilde	Greater Wellington Regional Council

Francis Ryan, Manager, Democratic Services, Greater Wellington Regional Council, took the Chair at 1.00pm for the start of the meeting to facilitate the election of a new Chair.

**Public Business**

**1 Apologies**

There were no apologies.

**2 Conflict of Interest declarations**

There were no declarations of conflict of interest.

**3 Public Participation**

There was no public participation.

**4 Election of the Chairperson and Deputy Chairperson**

**(1) Procedure to elect the Chairperson and Deputy Chairperson**

Francis Ryan, Manager, Democratic Services, Greater Wellington Regional Council, introduced the report.

**Report 14.377**

File: E/12/16/04

*Moved*

*(Cr Wilde/ Deputy Mayor Bassett)*

*That the Committee:*

- 1. Receives the report.*
- 2. Notes the content of the report.*
- 3. Chooses voting system B (election by the greatest number of votes) for the election of the Committee Chairperson and Deputy Chairperson.*
- 4. Agrees that, in the event of a tie under voting system B, the candidate to be elected shall be resolved by lot as described in section 3.1 of this report.*

The motion was **CARRIED**.

**(2) Election of Chair**

Mr Ryan then called for nominations for the position of Chair of the Wellington Water Committee.

*Deputy Mayor Bassett was nominated by Councillor Pannett and seconded by Mayor Leggett.*

There being no further nominations, Deputy Mayor Bassett was declared the elected Chair of the Wellington Water Committee.

Deputy Mayor Bassett took the Chair and thanked the Committee for its support.

**(3) Election of Deputy Chair**

Deputy Mayor Bassett then called for nominations for the position of Deputy Chairperson of the Wellington Water Committee.

*Councillor Wilde was nominated by Mayor Leggett and seconded by Mayor Guppy.*

There being no further nominations, Councillor Wilde was declared the elected Deputy Chair of the Wellington Water Committee.

5 **Company name**

**Report 14.377**

File: E/12/16/04

*Moved*

*(Deputy Mayor Bassett/ Cr Wilde)*

*That the Committee:*

1. *Receives the report.*
2. *Notes the content of the report.*
3. *Agrees to recommend to Capacity Infrastructure Services Limited (Capacity) that Capacity be renamed as Wellington Water Limited.*

The motion was **CARRIED**.

**Noted**

The Committee requested that the Company consider using the byline 'Our Public Water Company' in the Company's public profile.

6 **Meeting schedule for the remainder of 2014**

**Report 14.378**

File: E/12/16/04

*Moved*

*(Deputy Mayor Bassett/ Cr Wilde)*

*That the Committee:*

1. *Receives the report.*
2. *Notes the content of the report.*
3. *Agrees to the meeting schedule for the remainder of 2014 as set out in section 2.1 of this report.*
4. *Notes the indicative annual meeting cycle as set out in Attachment 1.*

The motion was **CARRIED**.

**Noted**

The next meeting of the Committee is scheduled to take place on 19 November 2014 at 1.00pm. A workshop will follow the meeting.

## 7 **Company update**

John Strahl, Chair, Board of Capacity Infrastructure Services Ltd, introduced the report. Colin Crampton, Chief Executive Officer, Capacity Infrastructure Services Ltd, spoke to the report.

**Report 14.379**

File: E/12/16/04

*Moved*

*(Deputy Mayor Bassett/ Mayor Leggett)*

*That the Committee:*

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

The motion was **CARRIED**.

## 8 **Process for the appointment of company directors**

John Strahl, Chair, Board of Capacity Infrastructure Services Ltd, spoke to the report.

**Report 14.381**

File: E/12/16/04

*Moved*

*(Deputy Mayor Bassett/ Cr Pannett)*

*That the Committee:*

1. *Receives the report.*
2. *Notes the content of the report.*
3. *Endorses the process for the appointment of company directors, as set out in this report.*
4. *Approves the Board Skills Matrix as set out in Attachment 1, taking into account the following changes:*
  - a. *That at least one director must have relevant knowledge and experience in/of accounting/finance and/or risk management; and*
  - b. *That at least one director must have relevant knowledge and experience in/of resource and environmental management and the Resource Management Act 1991.*
5. *Confirms that each Director of Capacity Infrastructure Services Limited shall be eligible to receive a director fee of \$20,000 per year, with the total fee for the Chair being \$40,000 per year.*

The motion was **CARRIED**.

**Noted**

The Committee noted that the area of risk management includes considerations around health and safety.

The Committee agreed that the Committee Chair, Deputy Chair and Mayor Leggett will be on the interview panel for shortlisted candidates, subject to their availability.

The meeting closed at 1.41pm.

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Deputy Mayor David Bassett (Chair)

Date: