

Report	14.588
Date	4 November 2014
File	E/12/16/04
Committee	Wellington Water Committee
Author	Deputy Mayor Bassett, Chairperson

2015 meeting dates and venues

1. Purpose

For the Wellington Water Committee (the Committee) to adopt its meeting schedule for the 2015 calendar year.

2. Background

Section 3 of this report sets out the Committee's proposed meeting schedule for the 2015 calendar year.

The schedule:

- takes the statutory and procedural obligations of the Committee, including the financial cycle, into account
- takes the Committee's desire for meetings to be held across the four cities into account
- allows for a workshop to immediately follow each meeting; and
- was circulated to each committee member for comment.

3. Comment

The proposed 2015 meeting dates and venues for the Committee are as follows:

- Thursday, 5 March, 1.00pm, Hutt City Council (James Coe 1, The Dowse Art Museum, 45 Laings Road, Lower Hutt)
- Thursday, 14 May, 1.00pm, Upper Hutt City Council (Council Chamber, 838-842 Fergusson Drive, Upper Hutt)
- Thursday, 20 August, 1.00pm, Porirua City Council (Council Chamber, 16 Cobham Court, Porirua)
- Wednesday, 11 November, 1.00pm, Greater Wellington Regional Council (Council Chamber, Shed 39, 2 Fryatt Quay, Pipitea, Wellington)

4. Communication

In accordance with legislation, public notice of formal meetings will be given at the appropriate times once the schedule has been adopted.

5. The decision-making process and significance

The matters requiring decision in this report have been considered by officers against the requirements of Part 6 of the Local Government Act 2002.

5.1 Significance of the decision

Officers have considered the significance of the matter. Due to the procedural nature of this decision officers recommend that the matter be considered to have low significance.

Officers do not consider that a formal record outlining consideration of the decision-making process is required in this instance.

6. Recommendations

That the Committee:

1. *Receives the report.*
2. *Notes the content of the report.*
3. *Adopts the 2015 meeting schedule as set out in section 3 of this report.*

Report prepared by:
Deputy Mayor
David Bassett
Chairperson