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Committee Regional Land Transport Programme Hearing
Subcommittee
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Process for considering submissions on the draft Regional Land Transport Plan 2012-15

1. Purpose

To brief the Regional Land Transport Programme Hearing Subcommittee on the process for considering submissions on the draft Regional Land Transport Plan 2012-15.

2. The decision-making process and significance

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

2.1 Significance of the decision

Officers have considered the significance of the matter, taking into account the Council's significance policy and decision-making guidelines. Due to the procedural nature of this decision officers recommend that adopting a process for the consideration of submissions 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.

3. Background

At its meeting of 9 March 2012 the Regional Transport Committee established the Regional Land Transport Programme Hearing Subcommittee (the Subcommittee) to consider and hear submissions and to make recommendations to the Regional Transport Committee on the draft Regional Land Transport Plan 2012-15. A copy of the Subcommittee's terms of reference, which sets out its roles and responsibilities, is attached as **Attachment 1** to this report.

3.1 Public consultation

This meeting completes the public consultation phase on the draft Regional Land Transport Plan 2012-15.

The Subcommittee must consider both the oral and written submissions it receives at this meeting, and must decide what, if any, changes it wishes to recommend to the Regional Transport Committee regarding the draft Regional Land Transport Plan 2012-15.

3.2 Principles of consultation

Six principles of consultation are set out in the Local Government Act 2002 (the Act). One of these principles is that views presented to a local authority should be accepted with an open mind, and should be given due consideration by the local authority, in making a decision.

It is consistent with best practice that members hearing submissions should be present for the duration of the hearing of the oral submissions.

4. Submissions received

Greater Wellington has received 545 submissions on the draft Regional Land Transport Plan 2012-15.

A copy of all the written submissions has been distributed to members of the Subcommittee (under separate cover). It is suggested, at that meeting, that written submissions are taken as read by the Committee, and that Committee members only discuss those submissions on which they want to make a particular comment.

5. Submission process

The purpose of this meeting is to hear oral presentations in support of written submissions. At the time of writing this paper, about 50 submitters have indicated that they wish to be heard on the draft Regional Land Transport Plan 2012-15.

Five minutes have been allocated to each individual submitter. This allows approximately three minutes for the submitter to present their key points and two minutes for Committee members to ask questions of clarification.

Organisations submitting have been allocated ten minutes each. This allows approximately five minutes to present key points and five minutes for questions.

The preliminary timetable for the hearing of oral submissions and deliberations is as follows:

Monday, 28 May 1.30pm until 4.30pm.

Friday, 1 June 10.30am until 6pm.

A detailed schedule of hearings will be available at the start of the meeting.

5.1 Consideration of issues raised in submissions

The Subcommittee must consider all written submissions, regardless of whether or not an oral submission has been made.

The principles of consultation set out in section 82 of the Act, apply to the submission process. It is important that Subcommittee members retain an open mind in the consideration of submissions.

Members should be present for the hearings and deliberations in order to participate in the decision-making of the Subcommittee. There will be an opportunity to discuss the issues raised in both written and oral submissions once all submissions have been heard.

5.2 Process after consideration of Submissions

The Subcommittee will need to prepare a report to the Regional Transport Committee setting out its recommendations on the draft Regional Land Transport Plan 2012-15. The report will be considered by the Regional Transport Committee at its meeting on 22 June 2012.

It is proposed that each submitter receives a letter identifying the final changes to the draft Regional Land Transport Plan 2012-15 agreed by the Regional Transport Committee, including commentary around the reasons for these recommendations.

6. Voting

Ms Hayward has been appointed to the Subcommittee as a non-voting member and therefore may not vote on the Subcommittee's recommendation to the Regional Transport Committee.

7. Communication

The Subcommittee meeting for hearing submissions has been advertised and all oral submitters contacted regarding the hearing date.

8. Recommendations

That the Subcommittee:

- 1. **Receives** the report.*
- 2. **Notes** the content of the report.*
- 3. **Reports** its findings and recommendations to the Regional Transport Committee meeting on 22 June 2012.*

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