

Report 12.179  
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File E/11/08/04

Committee Wellington Regional Strategy Committee  
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## **Process for considering submissions on the proposed Wellington Regional Strategy**

### **1. Purpose**

To brief the Wellington Regional Strategy Committee on the process for considering submissions on the proposed changes to the Wellington Regional Strategy.

### **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**

This meeting completes the public consultation phase on the proposed Wellington Regional Strategy as part of the wider consultation process on Greater Wellington Regional Council's Long Term Plan 2012-22.

The Committee 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 Council regarding the proposed Wellington Regional Strategy.

### **3.1 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 980 submissions on the proposed Wellington Regional Strategy.

A summary of the written submissions is contained in report 12.194. Additionally, copies of the submissions will be available at the meeting. 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, it was not known how many submitters wish to be heard on the proposed Wellington Regional Strategy.

Five minutes have been allocated to each 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.

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

Wednesday 17 May 10am until 5pm.

As some changes to the timetable may be required, a final timetable will be available at the start of the meeting.

### **5.1 Consideration of issues raised in submissions**

The Committee 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 Committee 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 Committee. 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 Committee will need to prepare a report to the Council setting out its recommendations on the proposed Wellington Regional Strategy. The report will be considered by the Council at its meeting on 13 June 2012.

It is proposed that each submitter receives a letter identifying the final changes to the proposed Wellington Regional Strategy agreed by the Council, including commentary around the reasons for these recommendations.

## 6. Communication

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

## 7. Recommendations

*That the Committee:*

1. *Receives the report.*
2. *Notes the content of the report.*
3. *Reports its findings and recommendations to the Council meeting on 13 June 2012.*

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