

Terms of Reference for the Hutt River City Centre Upgrade Project Hearing Panel

September 2015

1. Membership

The membership of the Hutt River City Centre Upgrade Project Hearing Panel comprises:

- Councillor Sandra Greig (GWRC)
- Councillor Barbara Donaldson (GWRC)
- Councillor Ken Laban (GWRC)
- Councillor Chris Laidlaw (GWRC)
- Councillor Prue Lamason (GWRC)
- Councillor Paul Swain (GWRC)
- Deputy Mayor Bassett (HCC)
- Councillor Milne (HCC)
- Mayor Wallace (HCC)
- Councillor Taylor (UHCC)
- Sam Kahui.

Cr Greig is Chairperson of the Panel.

The quorum is three members from Greater Wellington Regional Council and one member from Hutt City Council.

2. Meeting procedures

All members have equal speaking rights and a deliberative vote. In addition, the Chairperson has a casting vote in the case of an equality of votes.

Members must be present for the substantial part of the hearings and deliberations in order to participate in the decision-making of the panel.

Submitters presenting orally at the panel hearing have up to five minutes to present. If a submitter does not use the full five minutes allocated to them then members may use the remainder of the time to ask the submitter questions.

3. Powers

The panel has the power to:

- consider written and oral feedback on the Hutt River City Centre Upgrade Project,
- seek clarification from Council officers on any technical matters; and
- develop recommendations in relation to the Hutt River City Centre upgrade project for consideration by the Hutt Valley Flood Management Subcommittee at its meeting on 26 November 2015.

4. Responsibilities

The panel shall ensure that:

- the hearing and consideration process is carried out in a way that is effective and timely;
- submitters are provided with the best possible opportunity to be heard in support of their submission;
- panel members receive submissions with an open mind and give due consideration to each submission; and
- the decision-making process is robust and transparent.

5. Duration of panel

The panel is deemed to be dissolved at the end of the decision-making process on a preferred option for the Hutt River City Centre Upgrade Project.