



Report 08.862
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Committee Regional Cycling Plan Hearing Subcommittee
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Process for considering submissions on the draft Regional Cycling Plan

1. Purpose

To outline the process for handling submissions, both at this meeting and following the consideration of submissions.

2. Significance of the decision

The matters for decision in this report do not trigger the significance policy of the Council or otherwise trigger section 76(3)(b) of the Local Government Act 2002.

3. Background

3.1 Public Consultation

This meeting completes the public consultation phase on the draft Regional Cycling Corridor Plan (draft Plan).

The Regional Cycling Plan Hearing Subcommittee must consider both the oral and written submissions it receives at this meeting, and must decide if it wishes to recommend that the Regional Transport Committee make consequent changes to the draft Plan.

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 must be present for the duration of the hearing of the oral submissions.

4. Submissions received

Greater Wellington has received 35 submissions on the draft Plan.

4.1 Distribution of submissions

A copy of the submissions has been distributed to members of the Subcommittee.

5. Comment

5.1 Draft Plan submission process

5.1.1 Oral presentations

The purpose of this meeting is to hear oral presentations in support of written submissions. At the time of writing, 15 submitters have requested that they be heard on the draft Plan.

Ten minutes have been allocated to each submitter (with the exception of key stakeholders and submitters who specifically requested more time). This allows approximately five minutes for the submitter to present their key points and five minutes for Subcommittee members to ask questions of clarification. Please note that the hearings timetable is, at the time of writing, being confirmed. The final timetable will be provided at the meeting on 26 November 2008.

5.1.2 Written submissions

The Subcommittee must consider all written submissions, regardless of whether or not an oral submission has been made. It is suggested that written submissions are taken as read by the Subcommittee, and that members only discuss those submissions on which they want to make a particular comment or make changes to officers' responses.

5.1.3 Consideration of issues raised in submissions

There will be an opportunity to discuss the issues raised in both written and oral submissions at the end of the Subcommittee meeting on 26 November, with the purpose of forming recommendations for consideration by the Regional Transport Committee. The Subcommittee will be provided with officers' initial comments on the key issues raised by submitters which may help to inform that discussion.

5.2 Process after consideration of submissions

The Subcommittee's recommendations on a revised Regional Cycling Plan for adoption will be considered by the Regional Transport Committee at its meeting on 11 December 2008.

It is proposed that formal responses be sent to submitters following the final decision on the draft Plan. These responses should originate from the Regional

Transport Committee Chairperson. Under the Local Government Act 2002, reasons must be given for decisions made, including a decision not to take any action.

6. Recommendations

That the Subcommittee:

- 1. **Receives** the report;*
- 2. **Hears** the oral submissions;*
- 3. **Agrees** to consider all written and oral submissions in the manner set out in section 5 of this report.*

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