

Report	15.502
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Committee	Hutt Valley Flood Management Subcommittee- Hutt River City Centre Upgrade Project Hearing Panel
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Process for considering feedback on the Hutt River City Centre Upgrade Project

1. Purpose

To brief the Hutt River City Centre Upgrade Project Hearing Panel on the process for considering feedback on the project.

2. Background

At its meeting on 24 September 2015 the Hutt Valley Flood Management Subcommittee (HVFMS) established the Hutt River City Centre Upgrade Project Hearing Panel ('the Panel') to consider and hear feedback, seek clarification from officers on technical matters and report its recommendations on the project to the HVFMS meeting on 26 November 2015.

2.1 Public Consultation

The hearings complete the public consultation phase on the Hutt River City Centre Upgrade Project.

2.2 Principles of consultation

Six principles of consultation are set out in section 82 of the Local Government Act 2002. 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 should be present for the substantial part of the hearing and deliberations in order to participate in the decision-making of the Panel.

If it is necessary that a member is absent for part of the hearing, it is also consistent with best practice that the member acquaint themselves with the matters raised by persons who presented in their absence.

3. Submissions received

At the time of writing this paper, 279 persons have provided feedback on the Hutt River City Centre Upgrade Project.

Copies of all written feedback forms received have been provided to members separately. A detailed analysis of the written feedback forms will also be provided. It is suggested that the written feedback forms be taken as read by the Panel, and that the Panel only discusses those items of feedback for which panel members wish to make particular comment.

4. Submission process

4.1 Oral presentations

The purpose of this hearing is to hear oral presentations in support of written feedback. In addition, directly affected persons who may not have provided written feedback have been provided with the opportunity to appear before the Panel. At the time of writing this paper, 26 persons have requested that they be heard.

Ten minutes have been allocated to each person appearing before the Panel, to allow for both speaking time and for questions of clarification from the Panel. A hearing schedule is currently being developed; it will be circulated to members, with a final copy available at the hearing.

4.2 Consideration of issues raised in feedback

The Panel must consider all written and oral feedback. There will be an opportunity to discuss the issues raised in both written feedback forms and oral presentations once all persons have been heard.

4.3 Deliberations

The Panel must consider all the written and oral feedback it receives at this meeting and must decide what preferred option it wishes to recommend to the HVFMS. Deliberations will take place during the course of the panel hearing.

4.4 Process after consideration of feedback

The Panel will need to prepare a report to the HVFMS setting out its recommendations on the Hutt River City Centre Upgrade Project. This report will be considered by the HVFMS at its meeting on 26 November 2015. The HVFMS will then recommend a preferred option, if any, to be adopted by Greater Wellington Regional Council on 9 December 2015.

5. Communication

All persons who provided feedback, and/or own land that would be affected by the proposed work, have been informed of the hearing and invited to present orally.

6. 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.

6.1 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 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.

6.2 Engagement

Due to its procedural nature and low significance, no engagement on this matter has been undertaken.

7. Recommendations

That the Panel:

1. *Receives the report.*
2. *Notes the content of the report.*
3. *Reports its findings and recommendations on the Hutt River City Centre Upgrade Project to the Hutt Valley Flood Management Subcommittee meeting on 26 November 2015.*

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Attachment 1: Terms of Reference for the Hutt River City Centre Upgrade Project Hearing Panel