

Report 17.151
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File CCAB-8-1117

Committee Annual Plan 2017/18 Hearing Committee
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Process for considering submissions and feedback on the adoption of the Annual Plan 2017/18

1. Purpose

To advise the Annual Plan 2017/18 Hearing Committee on the process for considering submissions and feedback on the adoption of the Annual Plan 2017/18.

2. Background

At its meeting on 2 March 2017 the Council approved Your Region, Your Plan, Your Say, the consultation document on the Annual Plan 2017/18 (Report 17.45 refers). The consultation period was from 16 March to 12 April 2017.

The scope of the consultation was limited to the identified changes from the content of the 10 Year Plan 2015-25. It was provided on the basis that all other activities would be delivered as consulted on, and agreed, in the 10 Year Plan 2015-25.

2.1 Public Consultation

This hearing completes the public consultation phase for the Annual Plan 2017/18.

2.2 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.

The Committee should also take into account that persons who wish to have their views on the decision or matter considered by the local authority should be provided by the local authority with a reasonable opportunity to present those views to the local authority.

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 Committee.

3. Submissions and feedback received

3.1 Written submissions

A total of 1,819 written submissions have been received on the identified changes from the content of the 10 Year Plan 2015-25. Of these, 1,769 submissions were received via the Fairer Fares website initiated by the Victoria University of Wellington Students' Association.

A copy of all the written submissions has been distributed to members of the Committee (under separate cover). It is suggested 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.

3.2 Other feedback

Feedback from the community on key issues in the consultation document was obtained through the Have Your Say website and written submissions, with a form provided in the consultation document for the Annual Plan 2017/18. Analysis on this feedback is detailed in Report 17.164.

4. Oral submission process

The purpose of the hearing is to hear oral presentations in support of written submissions. At the time of writing this paper 17 submitters have confirmed that they wish to be heard on the adoption of the Annual Plan 2017/18.

Five minutes have been allocated to each submitter, with additional time allocated for organisations (total of 10 minutes). This time covers both speaking time and time for questions of clarification by the Committee. A hearing schedule will be provided on the day of the hearing.

It is proposed that deliberations commence following the hearing of oral submissions on each day.

5. Consideration of issues raised in submissions and feedback

The Committee must consider all written submissions, regardless of whether or not an oral submission has been made. The Committee must also consider all of the feedback that was received on the consultation document.

There will be an opportunity to discuss the issues raised in both written and oral submissions, and the other forms of feedback, once all oral submissions on a topic have been heard.

5.1 Consideration of submissions outside of scope

The Committee has the power to consider matters raised in submissions that fall outside the scope of the consultation document and supporting information for the Annual Plan 2017/18.

If the Committee, after consideration of an outside-scope submission, is of the view to recommend a change to the proposed Annual Plan it would need to first consider whether the proposed change would constitute a material and/or significant deviation from the 10 Year Plan 2015-25. If a change is determined to be material and/or significant further consultation might be required.

5.2 Process after consideration of submissions and feedback

The Committee will need to prepare a report to the Council setting out its recommendations on the adoption of the Annual Plan 2017/18.

Each person who made a submission or provided feedback on the adoption of the Annual Plan 2017/18 and provided a contact address will, subsequent to Council adopting the final Annual Plan 2017/18, receive a response outlining the decisions of the Council and any key changes.

A press release will be published, outlining the decisions of the Council and any key changes, for those who did not provide a contact address.

6. Consideration of climate change

The matters addressed in this report are of a procedural nature, and there is no need to conduct a climate change assessment.

7. The decision-making process and significance

No decision is being sought in this report.

7.1 Engagement

Engagement on this matter is unnecessary.

8. Recommendations

That the Committee:

- 1. Receives the report.*
- 2. Notes the content of the report.*

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Attachment 1: Terms of reference for the Annual Plan 2017/18 Hearing Committee