

## **Parks and Forests Hearing Committee: Terms of Reference**

### **Name of Subcommittee**

The Subcommittee is known as the 'Parks and Forests Hearing Committee' (P&FHC).

### **Status of Committee and Terms of Reference**

The Committee is a subcommittee of the Landcare Committee of the Greater Wellington Regional Council (the Council), established by the Landcare Committee by resolution.

The Committee has the power to:

- hear and consider submissions on management plans, including those plans prepared under the Local Government Act 1974 and the Reserves Act 1977; and
- make recommendations to the Landcare Committee in response to those submissions

### **Goals**

To ensure that:

- the management plan review process is as effective and timely as possible to meet the requirements of the Local Government Act 1974 and Reserves Act 1977; and
- submitters have the best possible opportunity to be heard in support of their submission; and
- good advice is given and recommendations made to the Landcare Committee based on considering all submissions; and
- the advice adequately, fairly and demonstrably reflects the community's values and needs, while meeting the Council's legislative requirements and policy directions.

### **Objectives**

To oversee the hearing process in a way that:

- provides a robust and transparent decision making process
- provides for the values of the park or forest, as well as the needs of Iwi, stakeholders and the community
- is consistent with legislative responsibilities and stated Council policy

### **Reporting**

1. The Committee reports to the Landcare Committee.
2. The Advisors – Planning and Policy, Parks and Forests report to the Committee.
3. The Committee will report on every meeting.

4. The Committee will be serviced by the Manager, Parks and Forests with the support of the Council Secretariat.

## **Delegation**

Any delegated authority will be assigned where appropriate through Council.

## **Membership**

- |   |   |  |
|---|---|--|
| 1 | Chairperson   | (the Chairperson, Landcare Committee, Greater Wellington Regional Council) |
| 7 | Greater Wellington Regional Council Elected Representatives of the Landcare Committee | (Appointed by Landcare Committee, Greater Wellington Regional Council)     |

And:

Such other members as may be appointed by the Subcommittee for shorter fixed durations at their discretion, including representatives from Iwi, the Department of Conservation or a territorial authority.

## **Meetings**

1. All members have equal speaking and voting rights (one per member).
2. A quorum at any meeting will be two Regional Councillors.
3. The Committee will meet from time to time as agreed by the Chairperson in consultation with the Manager Parks and Forests.
4. Meetings will be publicly notified and open to the public except where there are grounds to exclude the public in terms of the Local Government Official Information and Meetings Act 1987.

## **Standing Orders**

The Wellington Regional Council Standing Orders apply.

## **Remuneration**

1. Expenses of elected members will be met by the Council they represent.
2. Committee members who are not being otherwise remunerated may claim Greater Wellington Regional Council daily meeting attendance allowances and expenses.

## **Life of Committee**

The need for the Committee will be reviewed at the end of the current triennium. The Committee may by resolution recommend its dissolution to the Landcare Committee