

## **Terms of Reference for the Representation Review 2012 Hearing Committee**

### **1. Membership**

The membership of the Representation Review 2012 Hearing Committee shall be made up of the following members of the Wellington Regional Council: Crs Aitken, Bruce, Donaldson, Glensor, Greig, Laidlaw, Lamason, McPhee, Ponter, Swain, Wilde (Chair), Wilson.

The quorum is seven members.

### **2. Meeting procedures**

All members have equal speaking and voting rights (one per member).

Meetings will be 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.

The Wellington Regional Council Standing Orders apply.

### **3. Purpose**

The purpose of the Representation Review 2012 Hearing Committee is to aid the Council in reviewing its representation arrangements under section 19I of the Local Electoral Act 2001 in time for the Wellington Regional Council's 2013 triennial election.

### **4. Powers**

The Committee has the power to:

- (1) Consider any written and oral submissions the Council receives on its proposed representation arrangements.
- (2) Once submissions have been considered, make recommendations to the Council on what, if any, amendments should be made to the Council's proposed representation arrangements. The report containing these recommendations should include reasons for any proposed amendments to the Council's initial representation proposal and for the rejection of any submissions.

### **5. Responsibilities**

The Committee 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
- Committee members receive submissions with an open mind and give due consideration to each submission
- The decision-making process is robust and transparent and the summary of the consultation process adequately, fairly and demonstrably reflects the submitters' comments
- The process and advice that the Committee provides to the Council is consistent with the legislative requirements of the Local Electoral Act 2001.

## **6. Duration of Committee**

The Committee is deemed to be dissolved once the representation arrangements have been finalised for the Wellington Regional Council's 2013 triennial election.