

Regulatory Hearings Committee

Reports to:	The Council
Chairperson:	Cr Linda Webb
Deputy Chairperson:	Cr Phil Rutherford
Membership:	The Mayor, all Councillors and Māori Representative
Meeting Frequency:	As required
Quorum:	A panel of three members to be appointed for each hearing.

Purpose

1. To conduct fair and effective hearings and make determinations or recommendations on the Council's regulatory functions under legislation and other matters as referred to the Committee as set out below.

In addition to the common delegations, the Regulatory Hearings Committee is delegated the following Terms of Reference and powers:

Terms of Reference:

1. To hear and determine any statutory or regulatory hearings under relevant legislation unless otherwise delegated or retained by the Council, including (but without limitation):
 - objections under the Dog Control Act 1996;
 - matters under the Impounding Act 1955;
 - matters concerning road stopping or closures under the Local Government Act 1974.
2. To hear and determine matters arising under Council bylaws and policies, including applications for dispensation from compliance with the requirements of bylaws or policies.
3. To hear and determine other matters that require hearings or submissions following the completion of a special consultative process, where directed by Council.
4. To determine matters under any other legislation requiring a hearing process, where directed by Council.

The Committee is delegated the following recommendatory powers:

- The Committee may make recommendations to Council.
- The Committee may make recommendations to other Committees.

Special Note:

- The Committee may request expert advice through the Chief Executive Officer when necessary, within budget and the Committee's terms of reference.
- The Chairperson of the Committee, in consultation with the Group Manager Regulatory Services, is delegated the power to determine the composition of any hearings panel to be convened under the Committee's terms of reference.
- When determining the make-up of the Panels, the following factors must be considered:
 - Any conflict of interest (known, perceived or potential).
 - Any conflict of interest identified by the Chair or raised by applicants and/or submitters.
 - The need for specific expertise in particular cases.
 - The need for any particular local knowledge.
- The Chief Executive Officer (or their delegate) and Group Manager Regulatory Services are required to attend all meetings but are not members and have no voting rights. Other Council officers may attend the committee meetings, as required.
- Written updates may be requested to be provided to Council meeting from the Chair and Group Manager Regulatory Services from time to time.