

What to expect at a teleconference with the Human Rights Review Tribunal



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Te Kāwanatanga o Aotearoa
New Zealand Government

What is this document about?



This document is about what to expect at a **telephone meeting (called a teleconference)** with the Human Rights Review Tribunal.

The document is for everyone who will take part in the teleconference. They are called **participants**.

This document has ideas about the teleconference including:

- how it will be run
- who will be on it
- what will be talked about.



On page 12 of this document there is a place to write down all the important things so you are ready for your meeting.

What is the Human Rights Review Tribunal?



The Human Rights Review Tribunal is like a court.

The Tribunal can decide if a person's human rights have been breached.

The Tribunal can also decide if there has been a breach of a person's:

- privacy rights
- or rights relating to health and disability services.

Breached can mean your rights:

- have not been met
- have been broken
- have been ignored.

What is the teleconference?



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The **teleconference** is a meeting over the telephone.

The Tribunal will organise the teleconference.

The Tribunal **chairperson** or the **deputy chairperson** will run the meeting.

When we talk about the chairperson in this document we are also meaning the deputy chairperson.

What is the teleconference about?



The teleconference is about what everyone needs to do before the Tribunal hears your claim.

The teleconference is not about the details of your claim.

The claim will be heard on another day, at a hearing.

The **hearing** will usually be in person, not a teleconference.

Who will be on the teleconference?



As well as the chairperson, everyone involved in the claim should be on the teleconference.

This includes:

- The **case manager** for the claim.
- The person who is bringing the claim. They are called the **plaintiff**.
- The person the claim is against. They are called the **defendant**.



Anyone is able to have someone supporting them at the teleconference.

What will happen at the teleconference meeting?

The chairperson will confirm who is on the teleconference and welcome everyone.



Everyone will be able to hear each other.

Everyone will have the opportunity to talk.

The chairperson will explain what everyone needs to do before there is a hearing.



The chairperson will make a timetable for what needs to be done.

The chairperson will check lots of things to prepare for the hearing.



They will ask questions like:

- Have all the correct people or groups been named and included?
- Will the people or groups be represented by someone else? Is the representative able to deal with the case?
- Is the Tribunal able to hear the claim?
- What is the Tribunal being asked to decide at the hearing?
- What needs to happen so everyone gets the **right information** before the hearing?





- What else needs to happen so the Tribunal can prepare for the hearing?
- **Where** will the hearing be held?
- How many **witnesses** will there be?

Arranging a witness

Do you want someone to be a witness to support your claim? A witness tells the Tribunal what they know about your claim.

This means the person must give evidence at your hearing. They might be able to do this by video link.

- How long is the hearing likely to take?
- When will everyone get each other's evidence before the hearing?



- Can all the documents be shared as one bundle?
- If the documents are going to be in one bundle:
 - who should prepare the bundle?
 - what should be in the bundle?
 - how should the bundle be arranged?
 - when should bundle be sent to the Tribunal?



- Will anyone at the hearing be speaking te reo Māori, NZ Sign Language or another language?

After the meeting



After the meeting you will be emailed a written record of the main points discussed at the meeting.

The written record will say what happens next and when.

