

DIRECTIONS OF THE CENTRAL OTAGO DISTRICT COUNCIL HEARINGS PANEL

MINUTE 3

INTRODUCTION

The Central Otago District Council (CODC) Hearings Panel will hear all the submissions and further submissions and prepare decision reports on behalf of CODC on Stage 2 - Zoning for Plan Change 19 (PC19) commencing Wednesday 26th April 2023.

HEARING FORMAT

1. The hearing of submissions and further submissions on Stage 2 - Zoning for PC 19 will be scheduled as follows:

Stage 2- Zoning:

1. Wednesday 24th May 2023 (Cromwell)
 2. Thursday 25th May 2023 (Cromwell)
 3. Friday 26th May 2023 (Alexandra)
2. The hearings will commence at 9.30am each day and concluding no later than 4.30pm, unless otherwise advised.
 3. Where possible Council will try to accommodate submitters availability within these days to appear in person or via Microsoft Teams, however that may not always be possible.
 4. There will be no cross-examination of witnesses by other submitters.
 5. Each hearing day will commence with an introduction by the Chairperson followed by the hearing of submitters scheduled for each day.
 6. There will be no opening remarks from the Section 42A Report author as the Panel members will have read and be familiar with both the content of the Proposed Plan chapters, the submissions and all pre circulated material (see below).
 7. Following the conclusion of the hearings the Section 42A Report author will provide a written 'Reply Report' briefly outlining any amendments to their original recommendations and a response to any questions from the Hearings Panel arising during the course of the hearing.

PRE-CIRCULATION OF MATERIAL

8. The efficient running of the hearings will rely on the timely pre-circulation of submitter evidence and legal submissions (if any). The pre-circulation of material is intended to minimise the time required for everyone to present their case at the hearing itself, but, at the same time, to ensure that everyone is able to fully participate in the hearing process.
9. A Section 42A Report with associated technical reports and evidence prepared for Stage 2- Zoning by the CODC will be made available to participants no later than 15 working days prior to the hearing being **Tuesday 2nd May 2023**. The report will be posted on the CODC's engagement platform www.lets-talk.codc.govt.nz/plan-change-19.
10. This will allow submitters to have regard to the contents of the Section 42A Report when preparing their written evidence or deciding what to present verbally at the hearing. It would be extremely helpful to the Hearings Panel if submitters could indicate in their evidence whether or not they agree or disagree (with reasons) with the Section 42A Report authors' conclusions and recommendations.
11. The Section 42A Report author will attend the hearing and be available to answer any questions from the Hearings Panel. The Section 42A Report will constitute part of the body of evidence to be considered by the Hearings Panel, alongside the evidence of submitters.
12. Pursuant to section 41B(3) of the RMA, submitters who intend to call expert evidence in support of their submissions are directed to provide written briefs of that evidence to the CODC Hearings Administrator no later than 5 working days prior to the hearing being **Tuesday 16th May 2023**. All expert witnesses presenting briefs of evidence submitted must include a summary statement that is no more than two A4 pages long at the beginning of their evidence.
13. If submitters intend to provide written evidence themselves, or have non-expert people appear on their behalf, then they are requested and strongly urged to also provide a written statement of that evidence to the Hearings Administrator no later than 5 working days prior to the hearing being **Tuesday 16th May 2023**.
14. If any party intends to have legal counsel present legal submissions, they are requested to provide those submissions to the Hearings Administrator no later than 2 working days prior to the hearing being **Friday 19 May 2023**.
15. The Hearings Panel will take all original submissions, further submissions and pre-circulated written evidence and legal submissions as read at the hearing. Accordingly, pursuant to section 41C(1)(b) of the RMA, all participants are directed that they and their experts will not be required to read any such material aloud at the hearing.

16. Experts may be asked to read out their two-page summary statements and submitters may be asked to highlight key points of concern for the benefit of the Hearings Panel members who will then ask any questions they may have.
17. All expert witnesses, in both preparing and presenting their evidence as well as when attending expert conferencing, are expected to comply with the Environment Court Consolidated Practice Note 2023 – Expert Witness Code of Conduct available at the following website www.environmentcourt.govt.nz/assets/Practice-Note-2023-.pdf
18. Should any submitter wish to present their evidence in Te reo or New Zealand Sign Language, or utilise visual aids (PowerPoint, etc) they are requested to liaise directly with the Hearings Administrator, as soon as possible, but no later than 10 working days prior to the hearing regarding their needs.

HEARING AND APPEARANCE TIMES

19. Each hearing day will be divided into four sessions (before morning tea, before lunch, before and after afternoon tea) and each submitter wishing to be heard will be assigned to one of those sessions.
20. Hearing schedules showing which day and which session each submitter is allotted to will be circulated to submitters and posted on the CODC's engagement platform www.lets-talk.codc.govt.nz/plan-change-19 at least 15 working days prior the hearing.
21. However, submitters should be aware that hearings often run either late or early and that should be borne in mind when deciding when to arrive at the hearing venue.

HEARINGS ADMINISTRATOR

22. The CODC Hearings Administrator who is:
Name: Tarryn Lines
Email: districtplan@codc.govt.nz

SERVICE OF DOCUMENTS

23. All written material (evidence, hearing reports, and legal submissions) addressed by this Minute must be lodged with the Hearings Administrator within the timeframe indicated in Microsoft Word format by either:

Email to: districtplan@codc.govt.nz (preferably) or

Post addressed to Central Otago District Council, PO Box 122, Alexandra
Attention: Hearings Administrator

24. All written material relevant to the hearings will be posted on the CODC's engagement platform www.lets-talk.codc.govt.nz/plan-change-19

Neil Gillespie

A handwritten signature in blue ink, appearing to read 'Neil Gillespie', with a large, sweeping flourish at the end.

Central Otago District Council Hearings Panel (Chair)
28 April 2023