

IN THE MATTER of the Resource
Management Act 1991

AND

IN THE MATTER of Hearing of Submissions
and Further Submissions on
the Proposed Porirua
District Plan

Minute 4 –Hearing Arrangements

Introduction

1. The purpose of this Minute is to detail the specific arrangements for the Hearing Stream 1 hearing, assuming as now appears likely, Level 2 Covid restrictions will apply. Further details are provided as to what we will do for this and subsequent hearings in the event of a change of Covid alert status. Lastly, this Minute details an important change in administration arrangements for the PDP hearing process.

Hearing Administration

2. Our Hearing Administrator, Maria Joslin, has transferred internally within the Council and is no longer playing an administration role in relation to the PDP hearings.
3. Her role has been taken over by Jack Marshall who will be the primary point of contact for all parties from this point.
4. The email contact remains dpreview@porirua.govt.nz but if you want to phone our new hearing administrator, Jack's contact numbers are 04-238-1752 and 021 596 431.

Hearing Schedule

5. The Hearing Schedule for the forthcoming Hearing Stream 1 hearing is attached to the Notice of Hearing, which was sent to Hearing Stream 1 submitters yesterday. It was compiled, based on advice to date to the Hearing Administrator.

6. Thank you for those parties who responded, confirming their wish to be heard, as requested. Thank you also to those parties who have filed expert evidence within the time directed.
7. This Hearing Schedule is not set in stone. However, if it changes, submitters on Hearing Stream 1 matters will be advised. A copy of the revised Hearing Schedule will also be uploaded on the hearings website.

Expert Conferencing

8. All of the expert evidence which has been filed in Hearing Stream 1 is either of a background nature or is expert planning evidence. Following the indication given in Minute 2, the Hearing Panel does not propose to direct expert conferencing in advance of the hearing.

Covid Level 2 Hearing Arrangements

9. As above, it now appears likely that Porirua will be under Covid Level 2 alert arrangements during the Hearing Stream 1 hearing. We also have to make provision for any Auckland-based participants, who could be under a greater level of restriction.
10. Under Level 2, we plan to proceed in the manner foreshadowed in Minute 3. That is to say, the Hearing Panel will gather in person in the Council Hearing Chambers, accompanied only by our Hearing Administrator and a single Council Reporting Officer.
11. All other parties will participate in the hearing by Zoom. Parties who have given notice of their intention to be heard will be supplied with Zoom login details for the duration of the Stream 1 hearing.
12. Parties are welcome to observe the entire hearing, but are requested to join no later than 15 minutes prior to your hearing slot as per the Hearing Schedule.
13. Can each party who has given notice to be heard please supply contact details for the day, so that our Hearing Administrator can contact you if either we are running ahead of time (to see if you might join early) or we are running behind time (to give you a revised hearing time).
14. If any party identifies prior to the hearing that there is a procedural issue they wish to raise, please email the Hearing Administrator so that I can make arrangements for that to be addressed at the start of the hearing.

15. If any party who has given notice to be heard decides during the hearing that they wish to participate in the hearing other than during their appointed hearing slot, please use the Zoom “raise hand” function. That could occur if you have a procedural point you wish to raise, or if you have a question by way of clarification. I will ask you to explain the nature of the issue you wish to raise, and we will go from there.
16. The hearing will be livestreamed on the Council’s YouTube page (<https://www.youtube.com/c/poriruacity>) for anyone with an interest in the proceedings, but who has not given notice of their intention to participate.
17. In the event that Covid alert levels change, hearing arrangements will be as follows:
 - (i) Alert Levels 3 or 4: The hearing will proceed in the same manner as above from the perspective of submitters. The difference will be that the Hearing Panel will likewise participate by Zoom;
 - (ii) If we move to Covid-Level 1, the hearing will be heard in person for all those able to attend. The Hearing Panel will be receptive to requests by parties to participate by Zoom, particularly for Auckland-based participants who may be subject to a greater level of restriction, but not limited to that situation. The assumption, however, will be that you will attend in person unless you contact the Hearing Administrator and make arrangements to attend virtually.

Hearings Website

18. I am advised that the dedicated hearings web portal foreshadowed in Minute 2 is now in place, with material in the process of being transferred to it. Submitters will be advised within the next few days once that process is complete, with address details. In the meantime all hearings materials will continue to be available on <https://poriruacity.govt.nz/your-council/city-planning-and-reporting/district-plan/proposed-district-plan/>

Conclusion

19. If any party has any queries about any aspect of the above, please contact our new Hearing Administrator, Jack Marshall in the first instance.

Dated 14 September 2021

A handwritten signature in blue ink, consisting of a large, stylized initial 'T' followed by a series of connected loops and a horizontal line extending to the right.

**Trevor Robinson
Chair
For the Proposed Porirua District Plan Hearings Panel**