

24 April 2025

BY EMAIL



pncc.govt.nz
info@pncc.govt.nz

Te Marae o Hine
The Square
Private Bag 11034
Palmerston North 4442
New Zealand

Oasis # 17421011

Dear Submitter

**HEARING OF PALMERSTON NORTH CITY COUNCIL
PROPOSED PLAN CHANGE E: ROXBURGH RESIDENTIAL AREA**

Pursuant to Clause 8B of the First Schedule of the Resource Management Act 1991, notice is hereby given that Commissioners¹ will be hearing submissions on Proposed Plan Change E: Roxburgh Residential Area ('Plan Change E').

The hearing will commence at **9.00am** on **Tuesday 20 May 2025**, to reconvene Wednesday 21 May 2025 at 9.00am. The venue of the hearing will be **Missoula Room, first floor, Palmerston North City Council Building**, Te Marae o Hine, 32 The Square, Palmerston North.

The list of submitters is set out below.

Those submitters wishing to speak to their submissions are marked with an asterisk. If you no longer wish to speak to your submission at the hearing or are not able to attend the hearing, please contact me no later than Friday 2 May 2025 to advise.

If you would like to attend the hearing remotely, please let me know to request permission from the Hearing Panel to do so.

Original Submitters

*Indicates to be heard		Submitter
SO 1		Sean Monaghan
SO 2		Sophie Boulter
SO 3		Luke Hiscox
SO 4		Jack McKenzie
SO 5		Brigid Holmes
SO 6		Edrei Valath
SO 7		Patrick Henderson
SO 8		Robert Hodgson
SO 9	*	Palmerston North City Council

¹ Independent Hearing Panel composed of Independent Commissioners David McMahon (Chairperson) and Gina Sweetman.

*Indicates to be heard		Submitter
SO 10		Jason Temperley
SO 11	*	Frances Holdings Ltd
SO 12		Paul & Annette Gregg
SO 13		Health New Zealand, Te Whatu Ora. Te Ikaroa, Central Region Public Health
SO 14	*	P.N.Engineering Ltd
SO 15		Grant Higgins
SO 16		Tānenuiarangi Manawatū Charitable Trust, Te Ao Turoa Environmental Centre
SO 17		Rowan Bell
SO 18		Doug Kidd
SO 19	*	Rosemary Watson
SO 20		Linda Bell
SO 21		Rebecca Hambleton
SO 22	*	Horizons Regional Council
SO 23	*	Jackie Carr

Further Submissions

*Indicates to be heard		Submitter
FS 1		Rangitāne o Manawatū
FS 2	*	Frances Holdings Ltd
FS 3	*	Rosemary Watson
FS 4	*	Horizons Regional Council
FS 5		Doug Kidd

A link to an agenda for the hearing will be circulated to all submitters on 14 May 2025². Please note that all the material and evidence contained in the agenda will have been previously pre-circulated to submitters and published on the Council's website: <https://www.pncc.govt.nz/roxburgh>.

I encourage you to visit the [Plan Change E page on the Council website](#) to get familiar with the hearing material in advance.

For the hearing, the following process is proposed and is based on all expert evidence and submissions having been pre-read by the Hearing Panel in advance of the hearing:

- Expert witnesses will be given the opportunity to provide a brief "highlights" package (preferably in writing of approximately 2 pages) of the content of their evidence with an emphasis on any unresolved matters. The Hearing Panel will then ask any questions of clarification to each witness.

² Deadline for written replies from PNCC s42A reporting officers is 4pm on 16 May 2025 (Minute #1 of the Hearing Panel dated 28 February 2025 and Minute #2 dated 17 May 2025), so this evidence will be made publicly available separately as soon as possible after submission.

- Submitters presenting on their own behalf (i.e. without any expert witnesses) do not need to pre-circulate their written statements (but can do so if they wish and if so you will need to give it to the Hearing Administrator by 4pm on Thursday 15 May 2025). Submitters may read their statements on the day of the hearing. The Hearing Panel will then ask any questions of clarification to each submitter.

A hearing schedule with estimated speaking time for each participant will be circulated prior to the hearing. I will be in touch with each submitter wishing to speak to their submission to organise this soon.

Finally, please find attached a Procedure Sheet containing information about the procedure for District Plan hearings. Please read this carefully as it contains important information about the hearing.

If you have any queries, please do not hesitate to contact me at (06) 355 6444 ext. 7152, or email susana.figlioli@pncc.govt.nz.

Ngā mihi



Susana Figlioli
Governance Administrator
Palmerston North City Council

PROCEDURE SHEET

HEARING OF SUBMISSIONS ON A CHANGE TO THE DISTRICT PLAN

This information is for the assistance of persons participating in a hearing under the Resource Management Act 1991 ('RMA').

1. Engagement of Counsel

You can present your own case, but if you wish you can engage legal counsel or any other person to appear on your behalf.

2. Public Hearings

All RMA hearings are public and the media and members of the public are entitled to be present. This also means that any evidence provided during the process and the Decision of the Commissioner(s) will be published on the Council website and at public display points.

Submissions and evidence will remain publicly available only for the period for which the decision is open, i.e. until the appeal period closes and removed from Council's website and display points at the completion of the relevant RMA process.

Despite the above, the Commissioner(s) may hold any part of the hearing in private and has the power to make an order to protect sensitive information. (See *paragraph 14 below*).

3. Independent Hearing Panel Conducting the Hearing

The Council has delegated the conduct of the hearing and the power to make a decision on the submissions to an Independent Hearing Panel. The members of the Panel will hear and determine submissions and provide a decision to Council for incorporation into the operative District Plan.

4. Agenda

A link to an agenda for the hearing will be sent to you by email before the hearing. The agenda lists generally the order of the day although there may be some variation to this. The agenda will also include pre-circulated evidence. (See *paragraph 6 below*).

All material related to the hearing is or will be available on the Council's website: <https://www.pncc.govt.nz/roxburgh>.

5. Attendance of Parties

Unless you have previously sought and been granted an adjournment of the hearing, if you do not or are unable to attend the hearing, the Hearing Panel may proceed and make decisions in your absence.

6. Preparation of Evidence

Unless you are an expert witness (see below) , you have the choice of either having your evidence pre-circulated before the hearing or presenting your evidence (written or oral) for the first time at the hearing. If you decide to have your evidence pre-circulated, you will need to give it to the Hearing Administrator by 4pm on Thursday 15 May 2025.

Pre-circulation of expert evidence will follow the directions given by the Hearing Panel in Minute #2 dated 17 April 2025. Evidence filed will be published on the Council's website: <https://www.pncc.govt.nz/roxburgh>

For all reports and evidence that are pre-circulated before the hearing, the Hearing Panel may decide that the evidence be taken as read or that you may elaborate on principal points. In this case, there would be no need for this evidence to be read in full. You will not be obliged to elaborate any further unless asked to.

However, if your evidence is written but is tabled for the first time at the hearing, your evidence must be read in full by yourself or by your representative. You should also have 10 copies of your evidence available for distribution by the Hearing Administrator, to the Hearing Panel, other parties and the media.

It would assist the Hearing Panel if you prepare a written copy of your evidence. It is not necessary to produce copies of the original submission itself as the Hearing Panel will have been previously supplied with this.

7. Content of Evidence

Parties may elaborate on points they have already raised in their original or further submission.

Where it is considered that there is likely to be excessive repetition, the Hearing Panel may limit the circumstances in which parties having the same interest may speak or present evidence.

8. Venue for the Hearing

The hearing will be held at the Missoula Room, which is situated on the first floor of the Palmerston North City Council Civic Administration Building, Te Marae o Hine, 32 The Square, Palmerston North. Access to the Missoula Room is via the automatic doors on Te Marae o Hine - The Square side of the roadway where our Customer Service Centre is situated. There are stairs and a lift to the first floor on the right as you enter the building.

9. Evidence

The Hearing Panel may require evidence given at the hearing to be on oath or affirmation. Any pre-circulated evidence may also be required to be sworn whether it is read or taken as read.

If a witness is unable to attend the hearing, the Hearing Panel has the discretion to accept evidence in the form of an affidavit. An affidavit must be in writing, sworn before a solicitor, Justice of the Peace or other authorised officer, and should also set out the reasons why the witness is unable to attend the hearing in person.

10. Cross Examination

There is no right of cross-examination. This means that the parties do not have the right to address questions to other parties, or to the Hearing Panel. The Hearing Panel may, however, question any party concerning their submission or evidence.

11. Conduct of the Hearing

At the start of the hearing, the Hearing Panel will briefly outline the hearing procedure.

The following order of appearance will usually apply:

- Council's Reporting Officers;
- Submitters
- Council Right of Reply

12. Tikanga Maori

Tikanga Maori is recognised where appropriate and the Hearing Panel will receive evidence written or spoken in Te Reo Māori.

If you wish to speak in Te Reo Māori at the hearing, please contact the Hearing Administrator by 9 May 2025. This is to enable arrangements to be made for a certified interpreter to attend the hearing (*Section 4(5) Maori Language Act 1987*).

13. Visual Aids

If you have PowerPoint presentations or similar, or you wish to use a data projector, video, whiteboard, pin-up board or a similar aid, please contact the Hearing Administrator no later than two days before the hearing so that arrangements can be made.

14. Sensitive Information

The Hearing Panel may make an order to protect sensitive information. The reasons for which such an order can be made, and the consequences, are detailed in Section 42 of the Resource Management Act 1991.

15. Adjournment of the Hearing

The Hearing Panel has the power to adjourn the hearing.

16. Additional Information

After the Hearing Panel has adjourned the hearing, further details of information from any party involved in the proceedings may be requested. If this happens, all parties will be circulated with copies of the additional information before the Hearing Panel makes a final decision.

17. Decision of the Hearing

All parties will be advised in writing of the Council decision and the reasons for those decision in due course.

18. Appeals against Council Decision

Any person who has made a submission has a right of appeal to the Environment Court. Such appeal may be against the whole or any part of the decision. The time within which the right of appeal to the Environment Court must be exercised is within 30 working days of notice of the decision being received in accordance with the Resource Management Act 1991.

Because the appeal procedure is more involved than the initial hearing, it is suggested that parties consult a solicitor if they wish to appeal.

19. Variation of Procedure

The Hearing Panel may, at their sole discretion, vary the procedures set out above if the circumstances indicate that some other procedure would be more appropriate.

20. General

You should not endeavour to contact the Hearing Panel. Any correspondence to the Hearing Panel should be directed through the Hearing Administrator Susana Figlioli (susana.figlioli@pncc.govt.nz).

* * * * *