

16 January 2018

File Ref: M100-06-01
Ask For: Louise Walker

Dear Submitter

Proposed Marlborough Environment Plan Hearing Notice - Block 3, Topic 8: Heritage and Notable Trees.

The hearing for the Proposed Marlborough Environment Plan recommences on 12 March 2018. The topics to be heard in this block are Topic 6: Indigenous Biodiversity (continued) - Significant Wetlands, Topic 7: Public Access and Open Space, and Topic 8: Heritage Resources and Notable Trees.

You have made a further submission on a submission that relates to Topic 8: Heritage and Notable Trees. The hearing on this topic is scheduled to run on 12 March 2018. If this day does not provide sufficient time to accommodate all submitters who wish to be heard, further times will be issued. To assist with scheduling, we ask that you book in as soon as possible.

Note: The hearing on these topics is limited to content covered by the submission points listed in the hearing notice sent to you. If you need clarification on which of your submission points this relates to, please contact us.

You can check submission points and further submissions using the online submissions tool available on Council's website.

Venue

The hearing will be held in the Council Chambers, Marlborough District Council Administration Offices, Seymour Square, Blenheim.

Hearings Portal

A digital tool, the hearings portal, has been developed to enable the provision of evidence and scheduling of appearances. The hearings portal also contains other useful information about the hearings process. If you would like to use this tool, please contact Louise Walker on 03 520 7400. Please note, you will need to provide an email address to utilise this service.

Scheduling an appearance

You can schedule an appearance at the hearing by contacting Louise Walker at the Council on 03 520 7400. Bookings should be requested by **26 February 2018**.

Please remember that your time to present is limited to 20 minutes.

Any request to hear evidence/further information out of sequence or any request for additional time at the hearing must be made in writing by **26 February 2018**. The Hearing Panel will issue a decision on your request prior to the hearing.

If you no longer want to be heard on a topic, or require less than 20 minutes, please contact Louise Walker as soon as possible.

Minutes 1 and 2 of the Hearing Panel set out the hearings procedure. Both minutes are available on the Council website and we recommend you read these in anticipation of your appearance.

If you wish to be heard in Te Reo you are requested to advise that in writing by **26 February 2018**.

Providing evidence

If you wish to speak only to the matters you have raised in your submission, no further documents need to be provided to the Council as the Panel will have pre-read all submissions.

You may also wish to give evidence by providing a written statement or discussing additional information, including expert evidence, which was not provided with your original submission, but which is relevant to and supports issues raised in that submission, or call a witness to do this on your behalf. If this is the case, all written material must be provided to the Council by **26 February 2018**, with the exception of legal submissions which are to be received by **5 March 2018**.

We prefer that you provide any evidence electronically. You can do this by emailing Louise Walker at MEP@marlborough.govt.nz. Please note that there is a 20MB limit on emails.

If you are unable to provide your evidence electronically, or your document is going to exceed the size limit, please contact Louise Walker.

Arriving

On the day of your appearance, we ask that you arrive at 8.45 am if you have booked into a morning session (the hearing will commence at 9.00 am) or 12.45 pm if you have booked into an afternoon session (the hearing will commence at 1.00 pm).

MEP Contact

Please do not hesitate to get in touch if you have any queries. Feel free to call Louise Walker on 03 520 7400 or email MEP@marlborough.govt.nz.

Yours faithfully



LOUISE WALKER
MEP HEARINGS FACILITATOR