

**Review of Flood Protection Management Bylaw 2012   
Minute #1 of the Hearing Panel**

**Introduction**

1. This is the minute of Councillor Kate Wilson (Chairperson), Councillor Gretchen Robertson, and Mr Allan Cubitt.
2. We have been appointed by the Otago Regional Council (“ORC” or “Council”) to hear submissions on proposed amendments to the Otago Regional Council Flood Protection Management Bylaw 2012 (“the Bylaw”) and make recommendations to the Council.
3. The purpose of this minute is to confirm the date of the hearing and to set out some matters in preparation for the hearing.

**Hearing**

1. The hearing will commence at **9.30am on Friday 13 May 2022 in the Council Chambers in the offices of ORC, Phillip Laing House, Level 2, 144 Rattray Street, Dunedin.** Please note the change of date from 4 May 2022.
2. Submitters may attend in person or via audio visual link. Once consultation concludes, submitters who have indicated that they wish to be heard will be contacted by Council staff on this point.
3. We direct Council staff to prepare a report outlining the amendments proposed, the submissions received and relief sought, and the staff’s comments in relation to those matters. This report shall be provided to submitters no later than 4pm on Monday 9 May 2022.
4. We direct that submitters contact the Hearing administrator no later than 4pm Tuesday 10 May 2022 to provide an estimation on the time required to present their submission and advise on what evidence will be called. Our preference is that presentations will be approximately 10-15minutes per speaker but we appreciate that as the timeframe does not allow for pre-circulation, any evidence and legal submissions presented at the hearing will need to be read. Hence, this is a guide only as we encourage submitters to fully participate in the process and wish to ensure that they are able to adequately present their case without any time pressure or constraint.
5. Once the information under point 7 has been provided, Council’s hearing administrator will circulate a hearing schedule no later than 4pm Wednesday 11 May 2022.

**Next steps after the hearing**

1. Following the hearing, we will deliberate and prepare a report on our recommendations to the Council.
2. The report will be provided to submitters.

**Hearing Administrator**

1. There should be no direct contact between the hearing panel members and the parties. All communications must occur via the Hearings Administrator, Alison Weaver at the Council. If any party wishes to seek further clarification in relation to this Minute or the hearing process please contact Alison Weaver in the first instance, at email: [alison.weaver@orc.govt.nz](mailto:alison.weaver@orc.govt.nz) or phone 0800 474 082.

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