



**NZ TRANSPORT AGENCY**  
WAKA KOTAHI



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Northland Regional Council - Chairperson  
Bill Shepherd  
C/- Vaughan Cooper  
Private Bag 9021  
Whangarei Mail Centre Whangarei 0148

15<sup>th</sup> November 2013

Dear Bill,

**PUBLIC NOTIFICATION OF THE ARA TŪHONO – PŪHOI TO WELLSFORD ROAD OF NATIONAL SIGNIFICANCE: PŪHOI TO WARKWORTH SECTION**

The NZ Transport Agency (NZTA) has lodged with the Environmental Protection Authority two notices of requirement and an application for fifteen resource consents for the construction, operation and maintenance of the Pūhoi to Warkworth section of the Ara Tūhono - Pūhoi to Wellsford Road of National Significance.

This letter is to let you know that the application will be publicly notified by the EPA on Saturday 16 November 2013.

The Minister of Conservation and Minister for the Environment considered the Pūhoi to Warkworth project to be a proposal of national significance and have directed the matter to an independent board of inquiry. The reasons for their direction are set out in the enclosed public notice. The Ministers' direction will be notified in the following newspapers: The New Zealand Herald, The Dominion Post, The Press and the Otago Daily Times on Saturday 16 November 2013. It will also be notified in the Rodney Times on 19 November 2013 and Mahurangi Matters on 4 December 2013. The application and information on the board of inquiry process can be viewed on the EPA website at [www.epa.govt.nz/Resource-management/Puhoi](http://www.epa.govt.nz/Resource-management/Puhoi). The application can also be viewed, during normal opening hours, at the locations listed in the public notice.

We have attached an Executive Summary to this letter to provide you with information about the project.

**How to make a submission**

The closing time and date for submissions is 5.00pm on Friday 13 December 2013. Any person can make a submission. You can make a submission online via the EPA website at [www.epa.govt.nz/Resource-management/Puhoi](http://www.epa.govt.nz/Resource-management/Puhoi).

Submissions may also be made in hard copy. A submission form can be posted to you by calling the EPA on 0800 722 667 or emailing [puhoi@epa.govt.nz](mailto:puhoi@epa.govt.nz). Hard copy submission forms are also available at the local council and public libraries identified in the enclosed public notice, or

downloaded from the website above. These forms can be emailed, posted or faxed back to the EPA and a copy of the submission must also be sent to the applicant, NZ Transport Agency.

#### **Assistance with the process**

Trevor Mackie from Hill Young Cooper has been appointed by the EPA as an independent 'Friend of Submitter' to help potential submitters understand the board of inquiry process and how they can be involved. The Friend of Submitter will hold drop-in sessions to assist potential submitters. You can go to the EPA's website for session times or contact the Friend of Submitter on 0800 372 848 or via email on [t.mackie@hyc.co.nz](mailto:t.mackie@hyc.co.nz).

#### **Environmental Legal Assistance Fund**

The Ministry for the Environment's Environmental Legal Assistance Fund provides not-for-profit groups with financial assistance to advocate for an environmental issue of public interest in resource management cases. If you have any questions or wish to apply to the fund for assistance please contact the Environmental Legal Assistance Fund Team on 0800 499 700 or via email on [elafund@mfe.govt.nz](mailto:elafund@mfe.govt.nz). For more information see the Ministry for the Environment website at [www.mfe.govt.nz/withyou/funding/ela.html](http://www.mfe.govt.nz/withyou/funding/ela.html).

#### **Information evening**

The EPA is holding information evenings to explain the board of inquiry process, and what it means to be a submitter in that process. The details of the information evening are below:

Date: Monday, 25 November 2013

Time: 7 pm to 9 pm

Venue: Warkworth Old Masonic Hall, 3 Baxter Street, Warkworth.

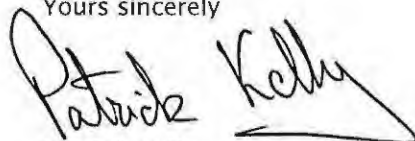
Date: Wednesday, 27 November 2013

Time: 7 pm to 9 pm

Venue: Pūhoi Church, Pūhoi Road, Pūhoi.

You can find further information about the project and the board of inquiry process on the EPA website. The EPA will update their website with new information throughout the board of inquiry process. You can also email questions about the process to the project team at [puhoi@epa.govt.nz](mailto:puhoi@epa.govt.nz) or call them on 0800 722 667.

Yours sincerely



Patrick Kelly

**Ara Tūhono - Pūhoi to Wellsford Road of National Significance**  
**Principal Project Manager**

E: [puhoi-wellsford@nzta.govt.nz](mailto:puhoi-wellsford@nzta.govt.nz)

P: 0800 P2WNZTA (0800 729 698)

W: [www.nzta.govt.nz/puhoi-wellsford](http://www.nzta.govt.nz/puhoi-wellsford)





Environmental  
Protection Authority  
*Te Mana Rauhi Taiao*

## PUBLIC NOTICE

Publicly notified 16 November 2013

# Ara Tūhono - Pūhoi to Wellsford Road of National Significance: Pūhoi to Warkworth Section Proposal

## Notice of requirement and resource consent applications

The New Zealand Transport Agency (NZTA) has lodged with the Environmental Protection Authority (EPA<sup>1</sup>) two notices of requirement and an application for fifteen resource consents (the matters) relating to the Ara Tūhono - Pūhoi to Wellsford Road of National Significance: Pūhoi to Warkworth Section Proposal (the proposal). In accordance with section 149C of the Resource Management Act 1991, the EPA gives notice of the direction of the Hon Dr Nick Smith, Minister of Conservation, and the Hon Amy Adams, Minister for the Environment, to refer the matters to an independent board of inquiry for a decision and also gives notice of the matters.

### The proposal

The proposal involves the construction, operation and maintenance of an 18.5km section of State highway, built to motorway standards, from the Johnstone's Hill tunnels at the northern end of the Northern Gateway Toll Road, south of Pūhoi, to just south of the Kaipara Flats Road intersection with State Highway 1, north of Warkworth (see Figure 1 for location).

The matters for the proposal consist of:

- One notice of requirement for a new designation<sup>2</sup> and one notice of requirement for an alteration to an existing designation for the construction, operation and maintenance of a State highway.
- Land use consents relating to bulk earthworks, roading, tracking, trenching and the placement and erection of structures (pipe culverts, bridges, erosion control structures and stormwater outlets) in, on or under both the Pūhoi and Mahurangi Rivers and their tributaries.
- Water permits for the diversion of groundwater and stormwater.
- Coastal permits relating to construction, demolition, use and occupation within the coastal marine area and mangrove clearance.

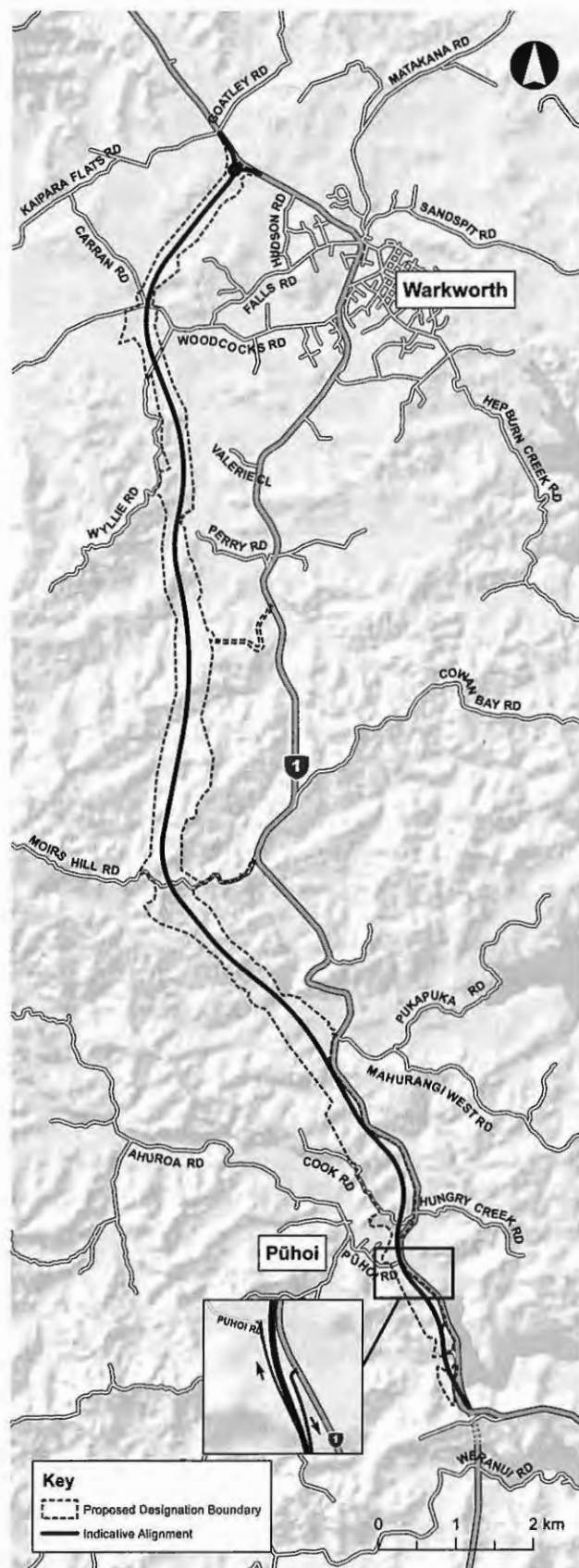
<sup>1</sup> The Environmental Protection Authority is a Crown agent, responsible for a variety of activities including the processing of applications of national significance.

<sup>2</sup> A designation is like a 'spot zoning' over a site or route in a district or city plan, which allows a project to go ahead on the site or route, without a land-use consent from the relevant council subject to complying with the terms and conditions of the designation and any other consents that are needed.

- Discharge permits for stormwater discharge in relation to construction and access activities; site specific consent for the discharge of contaminants to land and/or water from an industrial or trade process (pre-cast concrete yard); consent for discharge of contaminants to air from a mobile rock crusher and for the discharge of stormwater within the Pūhoi and Mahurangi catchments from the operation of the built State highway.

A full list of the consents sought is set out below.

Figure 1 – Proposal Location





## Where the information can be viewed

The NZTA's notices of requirement and resource consent applications can be viewed on the EPA's website at [www.epa.govt.nz/Resource-management/Puhoi](http://www.epa.govt.nz/Resource-management/Puhoi). The application documents provide a complete description of the proposal, and include an assessment of the proposal's effects on the environment supported by technical reports and plan sets.

The application can also be viewed in hard copy at the following locations during their normal opening hours:

- Auckland Council Civic Service Centre, 1 Greys Avenue, Auckland
- Auckland Council Orewa Service Centre, 50 Centreway Road, Orewa, Auckland
- Auckland Council Warkworth Service Centre, 1 Baxter Street, Warkworth, Auckland
- Wellsford War Memorial Library, 13 Port Albert Road, Wellsford, Auckland
- Pūhoi Town Library, Pūhoi Road, Pūhoi, Auckland
- EPA Auckland Office, Level 6, Tower Centre, 45 Queen Street, Auckland
- EPA Head Office, Level 10, 215 Lambton Quay, Wellington

## How to make a submission

Anyone can make a submission on the matters in writing in the prescribed form. Submissions must be received by the EPA no later than **5.00 pm on Friday 13 December 2013**.

You must send your submission to the EPA **and** to the applicant, the NZTA.

You can make your submission **online** at [www.epa.govt.nz/Resource-management/Puhoi](http://www.epa.govt.nz/Resource-management/Puhoi), which will send your submission to the EPA and to the NZTA.

Alternatively, you can print a submission form from the EPA website [www.epa.govt.nz/Resource-management/Puhoi](http://www.epa.govt.nz/Resource-management/Puhoi), get a submission form from the locations listed above or you can request one by contacting the EPA on 0800 722 667 or [puhoi@epa.govt.nz](mailto:puhoi@epa.govt.nz). You can submit your submission:

- **by email** to [puhoi@epa.govt.nz](mailto:puhoi@epa.govt.nz) (if smaller than 10MB), with the subject line: Submission: (your name), Ara Tūhono: Pūhoi to Warkworth Section Proposal;
- **by fax** to (04) 914 0433 with the subject line: Submission: (your name), Ara Tūhono: Pūhoi to Warkworth Section Proposal;
- **in hard copy**, on CD or on an electronic storage device (if larger than 10MB) either:
  - **posted** to the EPA addressed as follows: Environmental Protection Authority, Ara Tūhono: Pūhoi to Warkworth Section Proposal, Private Bag 63002, Waterloo Quay, Wellington 6140; or
  - **delivered** in person to the EPA Head Office, Level 10, 215 Lambton Quay, Wellington; or the EPA Auckland Office, Level 6, Tower Centre, 45 Queen Street, Auckland.

You **must** also send a copy of your submission to the NZTA at the same time that you send your submission to the EPA. You can do this:

- **automatically** if you make an online submission;
- **by email** to [puhoi-wellsford@nzta.govt.nz](mailto:puhoi-wellsford@nzta.govt.nz) (if smaller than 10MB);
- **by fax** to (09) 928 5501 with the subject line: Submission: (your name), Ara Tūhono: Pūhoi to Warkworth Section Proposal;
- **in hard copy**, on CD or on an electronic storage device (if larger than 10MB) either:

- posted to: New Zealand Transport Agency (attention Sonya McCall), c/o Further North, P O Box 9806, Newmarket, Auckland 1149; or
- **delivered** in person to: New Zealand Transport Agency (attention Sonya McCall), Ara Tūhono: Pūhoi to Warkworth Section Proposal, at Level 11, HSBC House, 1 Queen Street, Auckland.

## Assistance with the process

### Public information evenings to explain the board of inquiry process

The EPA will host public information evenings to outline the board of inquiry process. The details are as follows:

- Date: Monday, 25 November 2013
- Time: 7 pm to 9 pm
- Venue: Warkworth Old Masonic Hall, 3 Baxter Street, Warkworth.
- Date: Wednesday, 27 November 2013
- Time: 7 pm to 9 pm
- Venue: Pūhoi Church, Pūhoi Road, Pūhoi.

### Friend of Submitter

Trevor Mackie has been appointed as an independent 'Friend of Submitter'. The Friend of Submitter will hold free sessions to help potential submitters to understand the board of inquiry/EPA process, including how to find information in the NZTA's application documents. For session times and locations go to

<http://www.epa.govt.nz/Resource-management/Puhoi>, call the EPA on 0800 722 667 or contact:

- Trevor Mackie
- Hill Young Cooper Ltd, Level 1, 27 Chancery Street, Auckland 1143
- email: [t.mackie@hyc.co.nz](mailto:t.mackie@hyc.co.nz) phone: 0800 372 848

## Ministers' reasons for direction

### Ministerial Direction to refer the Notices of Requirement and Resource Consents (the matters) to a board of inquiry

Having considered all the relevant factors, we consider that the two notices of requirement and fifteen resource consents lodged by the NZ Transport Agency (NZTA) relating to the construction, operation and maintenance of the Ara Tūhono – Pūhoi to Wellsford Road of National Significance: Pūhoi to Warkworth section proposal ('the matters') are a proposal of national significance. Under section 147 of the Resource Management Act 1991 (RMA), we direct that the matters be referred to a board of inquiry for consideration and decision. Our reasons are as follows:

#### National significance

We consider the matters are a proposal of national significance because:

- The proposal will involve significant use of natural and physical resources, particularly as it will require approximately 189 hectares of bulk earthworks, including approximately 8.0 million cubic metres of cut material, 6.2 million cubic metres of fill material and 1.8 million cubic metres of surplus material. Approximately 2km of structures (including seven major viaducts and five bridges) are required as part of the proposal, in addition to two interchanges and 40 major culverts.



The designation area is proposed to be 673 hectares and multiple areas of land will need to be acquired by the NZTA for the proposal from 46 landowners, including 18 Crown owned parcels.

- The proposal is likely to result in significant and irreversible changes to the environment. It will extend through steep terrain requiring cut slopes ranging in height up to 60 metres with many being above 10 metres high and embankments up to 50 metres above ground level. The character of the predominately rural environment will change significantly as a result of the proposal particularly due to the earthworks and large structures required, until such time as the motorway becomes integrated into the rural environment when proposed mitigation planting becomes established and views are screened.

Construction activities, particularly earthworks and vegetation clearance, are also likely to contribute to the release of large volumes of sediment across the two affected catchments if not adequately managed.

The proposal will result in the exclusive use of this designated land for State highway purposes. This is a significant change to current land uses which includes rural activities, plantation forestry, private residences, rural residential subdivisions and businesses.

- The proposal has aroused widespread public interest regarding its actual or likely effect on the environment including effects on visual amenity, landscape and noise, the proposal's potential economic impact on Warkworth, safety concerns relating to the existing highway, access to Woodcocks Road and Pūhoi and the financial costs of the proposal. Concerns have also been raised relating to the need for the road and consideration of alternatives. This includes media coverage of the proposal with various articles published in the local, regional and national newspapers and coverage on nationwide radio stations.
- The proposal is likely to assist the Crown in fulfilling its public safety obligations by providing a safe, reliable, secure and resilient road as an alternative route between Pūhoi and north of Warkworth. The proposal is likely to reduce the effects of incidents on travel through the Pūhoi to Warkworth corridor, is designed to the latest standards and will result in more efficient movement of people and freight.
- The proposal is likely to affect an area of national significance as the proposal is located within the Pūhoi and Mahurangi catchments, both of which are catchments of the Hauraki Gulf. The Okahu viaduct will be within the Pūhoi Estuary and the Hauraki Gulf Marine Park. Adverse effects on the coastal environment may occur as a result of discharge of sediment during the construction phase, particularly during high rainfall events and the construction of bridge piers within the coastal marine area. The discharge of stormwater from the motorway surfaces once it is operational may also affect the marine environment.

The Hauraki Gulf Marine Park Act (HGMPA) 2000 recognises the national significance of the Hauraki Gulf and requires the HGMPA to be treated as a New Zealand Coastal Policy Statement under the RMA.

- The proposal relates to a network utility operation (road) that, although physically contained within the boundaries of the Auckland Council, as part of the wider State Highway network and a section of the Ara Tūhono - Pūhoi to Wellsford Road of National Significance, is likely to extend to more than one region or district.

### **Direction to a board of inquiry**

We direct the matters to be decided by a board of inquiry because:

- The Environmental Protection Authority's recommendation that we refer the matters to a board of inquiry.
- The views of the applicant and the relevant Local Authority, and the capacity of the Local Authority to process the matters.



- A board of inquiry is a decision-making body consistent with that used for other Road of National Significance proposals (Waterview, Transmission Gully, Mackays to Peka Peka and Peka Peka to North Ōtaki Expressway, Christchurch Southern Motorway, Basin Bridge).
- The board of inquiry process provides for a comprehensive assessment of the proposal within a time bound process.
- The board of inquiry process will provide greater certainty for all parties as a decision is required within nine months of notification.

Dated at Wellington this 8th day of October 2013

Hon Dr Nick Smith  
Minister of Conservation

Hon Amy Adams  
Minister for the Environment

## The matters

### Notices of requirement and resource consent applied for under Auckland Council jurisdiction

#### Notices of requirement

- NSP 33/001 A designation for a project being the construction, operation and maintenance of a State highway, being the Ara Tūhono Pūhoi to Wellsford Road of National Significance – Pūhoi to Warkworth Section.
- NSP 33/002 An alteration to a designation (Auckland Council District Plan – Operative Rodney Section 2011 Designation 401) for a project being the construction, operation and maintenance of a State highway, being the Ara Tūhono Pūhoi to Wellsford Road of National Significance – Pūhoi to Warkworth Section.

#### Resource consents

- |            |                                   |   |
|------------|-----------------------------------|---|
| NSP 33/003 | Land use consent                  | The use of land for land disturbing activities, including earthworks, roading, tracking and trenching   |
| NSP 33/004 | Discharge permit                  | The discharge of stormwater to water as a result of activities undertaken by a highway network operator within the Pūhoi catchment  |
| NSP 33/005 | Land use consent and water permit | Use, placement and erection of structures in, on, under, or over the bed of the Pūhoi River and its tributaries for the purposes of a river crossing(s), pipe culverts, bridges and associated erosion control structures and stormwater outlet structures, and any associated diversion of water     |
| NSP 33/006 | Water permit                      | Diversion of groundwater  |
| NSP 33/007 | Discharge permit                  | The discharge of stormwater to water as a result of activities undertaken by a highway network operator within the Mahurangi catchment  |
| NSP 33/008 | Land use consent and water permit | Use, placement and erection of structures in, on, under, or over the bed of the Mahurangi River and its tributaries for the purposes of a river crossing(s), pipe culverts, bridges and associated erosion control structures and stormwater outlet structures, and any associated diversion of water |

NSP 33/009	Coastal permit	Erection, placement, alteration, extension, removal or demolition of structures or any part of a structure that is fixed in, on, under or over the foreshore or seabed within the coastal marine area
NSP 33/010	Coastal permit	Undertake an activity, being the operation of the State highway
NSP 33/011	Coastal permit	Occupation of part of the coastal marine area
NSP 33/012	Coastal permit	Disturbance including removal of mangroves in the CPA1 and use of motor vehicles in CPA1
NSP 33/013	Water permit and discharge permit	Augmenting existing culverts draining road side drains under State Highway 1 in vicinity of Hungry Creek
NSP 33/014	Water permit and discharge permit	Widening of Moirs Hill Road and increasing impervious surface by between 5,000m <sup>2</sup> and 10,000m <sup>2</sup>
NSP 33/015	Water permit and discharge permit	Discharge from construction access through 1509 State Highway 1 (Lot 1 DP321568) from State Highway 1 just south of Perry Road into the alignment
NSP 33/016	Discharge permit	Discharge of contaminants to land and/or water from an industrial or trade premises being a precast concrete yard
NSP 33/017	Discharge permit	Discharge of contaminants to air from a mobile rock crusher

Sarah Gardner

General Manager, Applications and Assessment

Under delegation of the Environmental Protection Authority

### **Environmental Legal Assistance Fund (ELA Fund)**

The Ministry for the Environment's Environmental Legal Assistance (ELA) Fund provides not-for-profit groups with financial assistance to advocate for an environmental issue of public interest in resource management cases heard at the Environment Court, higher courts, and at boards of inquiry (constituted under part 6AA of the Resource Management Act 1991).

The maximum assistance available is \$40,000 + GST.

An independent advisory panel assesses applications for financial assistance against set criteria, and makes recommendations to the Ministry for the Environment.

If your group, as a submitter, wishes to apply to the fund for assistance and is concerned about timeframes for receiving a decision on funding due to the Board of Inquiry's evidence exchange timetable, please contact the ELA Fund Team to discuss (contact details below).

If you have any questions about the ELA Fund, or queries about whether the resource management proceedings you are participating in may be eligible for ELA Funding, please contact the Ministry for the Environment at the contact details below.

Freephone: 0800 499 700

Phone: +64 4 439 7400

Fax: +64 4 439 7700

Email: [elafund@mfe.govt.nz](mailto:elafund@mfe.govt.nz)

Website: [www.mfe.govt.nz/withyou/funding/ela.html](http://www.mfe.govt.nz/withyou/funding/ela.html)

The ELA Fund

Ministry for the Environment

PO Box 10362

Wellington 6143

New Zealand





## What is the Role of the Friend of Submitter?

The 'Friend of Submitter' is an independent advisor who is available to assist you with the process of lodging a submission. The Friend of Submitter is able to advise you on how you might present your views in a submission, steps you will be required to take after your submission is lodged, and the hearing process.

It is important to note that the Friend of Submitter will **not** provide any opinion on the application or the content you wish to put in your submission, either voluntarily or if asked to do so. The Friend of Submitter will **not** fill in a submission form on your behalf. The Friend of Submitter will **not** provide any planning opinion on the content of a submission.

What the Friend of Submitter can do is advise you of the notice of requirement and resource consent application process and the matters that the Board of Inquiry can take into account when considering submissions.

## What is the role of the Friend of Submitter?

Trevor's role is to advise you of the submission and Board of Inquiry processes for the proposal. He will advise you on:

- the submission process;
- what makes a good submission;
- the post-submission/hearing process; and
- the matters that the Board of Inquiry can take into account when considering submissions.

## When will the Friend of Submitter be available to help me during the submission process?

The Friend of Submitter drop-in sessions for the submission phase of the process will be held at the following times:

Location	Time	Date
<b>Warkworth</b>		
Old Masonic Hall 3 Baxter Street	7 – 9 pm	Friday 29 November 2013
Shoemith Hall Cnr Shoemith Street and Brown Street	2 – 4 pm	Sunday 1 December 2013
<b>Pūhoi</b>		
Pūhoi Centennial Hall Pūhoi Road	7 – 9 pm	Sunday 1 December 2013
Pūhoi Sports Club Domain Road	7 – 9 pm	Monday 2 December 2013

Trevor will be available during these meetings or, alternatively, he is available to provide advice on the submission process during normal office hours, by phone on 0800 372 848, by email at [t.mackie@hyc.co.nz](mailto:t.mackie@hyc.co.nz) or by appointment at: Level 1, 27 Chancery Street, Auckland 1143.

## The proposal

The application relates to the Pūhoi to Warkworth Section of the Ara Tūhono - Pūhoi to Wellsford Road of National Significance which was lodged with the EPA on 30 August 2013. The proposal is for an approximately 18.5 kilometre motorway from Pūhoi to Warkworth.

The application consists of:

- One notice of requirement for a new designation and one notice of requirement for an alteration to an existing designation for the construction, operation and maintenance of a State highway, from the Johnstone's Hill tunnels at the northern end of the Northern Gateway Toll Road, south of Pūhoi, to just south of the Kaipara Flats Road intersection with State Highway 1, north of Warkworth; and
- Land use consents, water permits, coastal permits and discharge permits (fifteen in total).

## How do I make a submission?

Any person can make a submission. The submission must be in writing and be received by the EPA by **5.00pm on Friday 13 December 2013**.

The EPA has a preference for receiving submissions electronically via its online submission form.

You can make a submission online on the EPA website at [www.epa.govt.nz/Resource-management/puhoi](http://www.epa.govt.nz/Resource-management/puhoi). A signature is not required for email or online submissions. Hard copy submissions mailed to the EPA must be signed and dated.

Submission forms are available from [www.epa.govt.nz/Resource-management/puhoi](http://www.epa.govt.nz/Resource-management/puhoi), from the Friend of Submitter or by calling 0800 722 667.

**Please Note:** You **must** also send a copy of your submission to the applicant. The online submission form allows you to do this automatically.

Otherwise the address for service for the **applicant** is:

NZ Transport Agency  
Sonya McCall  
c/o Further North  
P O Box 9806  
Newmarket  
Auckland 1149

## What should I include in my submission?

The submission must include the following information:

- Your name and postal address for service, including a phone number, email address and mobile number (if applicable).
- Whether you support, are neutral or oppose (in full or in part) the proposal.
- The reasons for your submission. Clearly state your position on the proposal and any concerns you may have (e.g. point out any matters that you think the proposal does not adequately identify or address).
- The decision you wish the Board of Inquiry to make, including how you want any concerns addressed. Tell the Board of Inquiry what you want, don't leave them to guess.
- Whether or not you wish to speak to your submission at the Board of Inquiry hearing. Only those who indicate they wish to speak will receive correspondence relating to the hearing process.

Trevor can check your submission and make sure you have included the necessary information.

Every person's submission will be passed to and considered by the Board, and every submitter will receive a copy of the draft and final reports and decisions. If you do wish to be heard, you will receive correspondence relating to the hearing process.

**Please Note:** We encourage you to include an email address to ensure you receive future information, including directions from the Board of Inquiry, more quickly.

## How can I find out more information?

Trevor can explain how to get information about the proposal, outline the process and help you with the jargon, for example what 'Notice of Requirement' or 'Board of Inquiry' mean. Further information about the application is also available on the following websites:

About the project:

[www.epa.govt.nz/Resource-management/puhoi](http://www.epa.govt.nz/Resource-management/puhoi)

[www.nzta.govt.nz/network/projects/puhoi-to-wellsford](http://www.nzta.govt.nz/network/projects/puhoi-to-wellsford)

About making a submission:

[www.epa.govt.nz/Resource-management/info-submitters/Pages/How-to-write-a-submission](http://www.epa.govt.nz/Resource-management/info-submitters/Pages/How-to-write-a-submission)

[www.mfe.govt.nz/publications/rma/everyday/plan-submission](http://www.mfe.govt.nz/publications/rma/everyday/plan-submission)

About appearing at a hearing:

[www.epa.govt.nz/Resource-management/info-submitters/Pages/Hearings](http://www.epa.govt.nz/Resource-management/info-submitters/Pages/Hearings)



## Are there any tips for writing a submission?

Regional Transport Committee 4 December 2013

- Make sure you include everything in your submission that you may want to speak about at the hearing. While more detail can be provided at the hearing, you can only talk about the issues you raised in your written submission. You cannot raise new issues.
- Where appropriate, include maps and diagrams that support your submission.
- Stick to the current proposal. Don't get distracted by issues of past disputes.
- Make yourself aware of the scope of matters that the Board is able to consider. The Friend of Submitter can help you with this.
- Try and make your submission clear and easy to read. Write in short sentences and short paragraphs. Stick to one point per paragraph. Bullet points are acceptable.
- If possible please type out your submission and number the paragraphs.
- If you want to speak at the hearing, make sure you clearly state this on your submission.

## What happens at the hearing?

The Board of Inquiry will publish inquiry procedures. These will guide any pre-hearing processes and the hearing. Before the hearing you should read and understand the inquiry procedures so you are aware of what will be required of you and your witnesses who appear at the hearing.

Prior to and during the hearing, the Board may issue 'directions'. These are instructions for one or more parties involved in the process. Providing your email address with your submission will mean these instructions can get to you sooner.

You can attend the hearing as an observer, whether you have made a submission or not. If you want to speak at the hearing you must make a submission and indicate/state that you (or your representative(s)) wish to speak at the hearing. The Board will set the timetable for the hearing.

At the hearing submitters may:

- Call expert witnesses to give evidence;
- Give non-expert evidence themselves; or
- Talk to their submission (give representations) as a layperson.

More information on hearings can be found at:

[www.epa.govt.nz/Resource-management/info-submitters/Pages/Hearings](http://www.epa.govt.nz/Resource-management/info-submitters/Pages/Hearings)

## Will the Friend of Submitter be available to help me at the hearing?

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The Board may direct Trevor to coordinate pre-hearing guidance and meetings for submitters who want to present their submission at the hearing. If this happens, locations and dates will be published on the EPA website.

Trevor will **not** provide any opinion on the content you want to put in your presentation, aside from advising what may be contained in the submitter's presentation based on your written submission. Trevor can explain the inquiry procedures, advise you of what to expect when presenting your case and advise you of what matters the Board of Inquiry can take into account.

## Environmental Legal Assistance Fund

The Environmental Legal Assistance (ELA) Fund provides **not-for-profit groups** with financial assistance to advocate for an environmental issue(s) of public interest at resource management cases, including boards of inquiry. The fund reimburses the costs of legal counsel and expert witnesses.

Further information, including application guidance, advice on eligibility and timing and application forms can be found by contacting the ELA staff at the Ministry for the Environment at:

- [www.mfe.govt.nz/withyou/funding/ela](http://www.mfe.govt.nz/withyou/funding/ela)
- Free phone: 0800 499 700 or Phone: (04) 439 7400
- Email: [ela.fund@mfe.govt.nz](mailto:ela.fund@mfe.govt.nz)

## How can I contact the Friend of Submitter?

You can contact Trevor on:

**Phone: 0800 372 848**  
**[t.mackie@hyc.co.nz](mailto:t.mackie@hyc.co.nz)**  
**Hill Young Cooper Ltd**  
**Level 1, 27 Chancery Street**  
**Auckland 1143**

**Remember the Friend of Submitter is here to help.**

## What if I don't have a computer?

Call Trevor on 0800 372 848. He can arrange to send you some information by post or refer you to the correct people to explain the details of the proposal.

# Friend of Submitter



***This brochure provides information on the Friend of Submitter service and includes guidance on lodging a submission in relation to the application by the New Zealand Transport Agency for the Pūhoi to Warkworth Section of the Ara Tūhono - Pūhoi to Wellsford Road of National Significance.***

## Who is the Friend of Submitter?

The Environmental Protection Authority (EPA) has appointed **Trevor Mackie** of Hill Young Cooper to act as the Friend of Submitter on this proposal. Trevor is a Senior Consultant Planner with Hill Young Cooper. Trevor has worked in local government and as a consultant on planning and infrastructure projects and has a full understanding of resource management processes. His role is to guide submitters and ensure they understand the process and are able to effectively participate.