

COASTAL EXPERT PANEL: PROGRAMME AND PROCESS

You made a submission on the Kāpiti Coast Proposed District Plan coastal hazard provisions and have indicated that you wish to make a presentation to the Panel of independent experts that have been appointed by the Council to review the science behind the coastal hazard mapping.

I have been appointed as an independent facilitator to assist the Panel and to liaise with submitters. I have prepared this letter on behalf of the Panel to outline the proposed programme and process.

The Panel will be convening on the Kāpiti Coast in the week commencing Monday 2 December. During that week, the Panel will provide opportunities for both submitters and technical experts to meet with them to express their concerns and discuss technical issues relating to the science of coastal hazard mapping.

The Panel propose to dedicate all of Tuesday 3 December between 9.30am and 8pm to provide submitters with an opportunity to speak to them about the data and methods used in undertaking the coastal erosion hazard risk assessment. The Panel intend to familiarise themselves with the Kāpiti Coast coastline on the previous day. As far as practicable, the Panel wish to provide submitters with flexibility in terms of timing and form of presentation. While the day will be open to the public, it will be run relatively informally: submitters are not expected to have any expert or legal representation.

In the interests of ensuring everyone has sufficient time to talk to the Panel, submitters will be given 15 minutes each to express their views, but if a shorter or longer period is sought, please advise on the attached form.

The Panel will convene in the Council Chambers, on the ground floor of the KCDC building at 175 Rimu Road, Paraparaumu. A whiteboard will be provided; please advise if there are any other facilities you require or particular arrangements (for example, PowerPoint presentation). If you intend to provide a written statement, the Panel asks that you provide a copy (including a copy of any photographs or other material) to Robyne Cranshaw at robyne.cranshaw@kapiticoast.govt.nz preferably one week beforehand (i.e., by Tuesday 26th November) or otherwise on the day.

If there is a particular aspect or feature of the coast you wish the Panel to view on their site visit, could you please also identify this on the attached form (Attachment 1).

Using the attached form, could you please respond to Robyne Cranshaw by email robyne.cranshaw@kapiticoast.govt.nz by 22 November.

A preliminary schedule of the meeting with submitters will be issued in the preceding week. Could you please liaise with Robyne in regard to any changes or requirements?

In regard to the rest of the that week, the Panel intend to dedicate 4 and 5 December 2013 (Wednesday and Thursday) to a structured discussion with both the Council's technical experts and submitters' technical experts. As with other forms of expert conferencing, this meeting will be solely confined to a discussion among the nominated experts, in accordance with the general principles set out in section 5 (Expert Witnesses) of the Environment Court's Code of Conduct as relevant (refer to <http://www.justice.govt.nz/courts/environment-court/legislation-and-resources/practice-notes/Practice%20Note%202011%20-%20DRAFT.pdf>). I will liaise with the experts about the Panel's expectations about the process shortly.

A list of the information currently before the Panel is outlined in Attachment 2 to this letter.

The Panel will convene on Friday 6 December to discuss their findings, and intends to prepare a report outlining their findings and recommendations. This report is likely to be available to the Council and submitters in February 2014 at the earliest. The Panel will send a letter to submitters as soon as practicable after the week of 2-6 December outlining the anticipated timing of its report.

If you have any queries about the programme or process, please email or telephone me from Tuesday 19th November.

Regards

Robert Schofield
Facilitator for Panel of Independent Coastal Experts

*Telephone: [04-385-5792](tel:04-385-5792) (ddi) or [027 4440060](tel:027-4440060) (cell) from Tuesday 19th onwards
Email robert.schofield@boffamiskell.co.nz*

Links:

[Submitters' Attendance Form for Tuesday 3 December 2013](#)

[Information currently before the Panel of Independent Coastal Experts](#)