

## **Submitting to Resource Consents or Plan Changes Tips from a Council Officer<sup>1</sup>**

The Environment Network Manawatu thanks Palmerston North City Council and Policy Planner Michael Duindam for Michael's participation at our 23 June 2014 submissions workshop. Michael kindly offered the suggestions below as a follow-up for all interested parties. His points relate to writing submissions for Resource Consents or Plan Changes, which are both types of submissions that can be made under the Resource Management Act.

1. It is very important that all required information is filled in.
2. It is generally a good idea to indicate that you want to present your submission at a hearing. You can always opt out later on if you change your mind, but you can't opt in at a later date.
3. Make it very clear what outcome(s) you seek. Use common language to do this. Submitters often think they need to use complex language and this can sometimes lead to confused statements.
4. If you have multiple points to make, separate out each point. Council officers are required to summarise submissions received. It is much easier to do this if the individual elements of a submission stand-alone.
5. Make sure your submission points actually relate to the consent application or plan change. Only relevant matters can be considered.

Also be aware that you can contact the planner processing the consent or plan change to talk about particular issues you have before submitting. Sometimes seeking clarification on matters beforehand can help focus your submission points, or even avoid you having to make a submission in the first place.

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<sup>1</sup> By Michael Duindam. Available online from the ENM web site, <http://enm.org.nz>, under the menu items "resources" on "submissions."