

Notice of Requirement

Under clause 2(2), Schedule 6 of the COVID-19 Recovery (Fast-track Consenting) Act 2020

This form is to be used to lodge a notice of requirement for a designation or to alter a designation for listed projects and referred projects under clause 2(2) of Schedule 6 to the COVID-19 Recovery (Fast-track Consenting) Act 2020 (“the Act”). If the project also includes a resource consent application please also complete the separate Resource Consent Application form.

All legislative references relate to the COVID-19 Recovery (Fast-track Consenting) Act 2020 unless otherwise stated.

The information required for notices of requirement is prescribed in clause 13 of Schedule 6 of the Act.

Your notice of requirement must:

- Include the information required (which is listed in the Notice of Requirement checklist on this form); and
- Comply with any restrictions or obligations, such as any information requirements included in Schedule 2 or 3 of the Act, as applicable.

The information you provide must be in sufficient detail that corresponds with the scale and significance of the effects that the activity may have on the environment, taking into account any proposals to manage the adverse effects through conditions. If these information requirements are not met, the Environmental Protection Authority (EPA) must return your notice of requirement.

If the project is planned to proceed in stages, please provide details of the nature and timing of the staging and indicative lodgement dates for each stage. Note that a new notice of requirement or application for resource consents should be lodged for each separate stage.

We recommend that you discuss the notice of requirement with the EPA before lodging the notice of requirement. Please contact the EPA:

By phone: 0800 080 065; or

By email: fasttrack@epa.govt.nz

Notices of requirement must be lodged with the EPA by email fasttrack@epa.govt.nz and in hard copy (six hard copies required). Hard copies are to be sent to the Environmental Protection Authority, Level 10, 215 Lambton Quay, Wellington.

Please also provide one copy of a redacted version (clearly labelled) that does not disclose personal contact details for you (the requiring authority), and for any other individual, including persons identified as owners or occupiers of land or affected persons.

All documents lodged with this notice of requirement, must be indexed.

Electronic documents shall be separated into smaller files less than 30MB.

Your personal and company information will be held by the EPA and used in relation to this notice of requirement. You have the right to access and correct personal information held by the EPA.

If the notice of requirement is accepted as complying with the requirements of clause 3(1) of Schedule 6 of the Act, it will be provided to specified parties invited to comment by the expert consenting panel. Any personal contact details (phone number, address and email) including any owners and occupiers listed in the notice of requirement documents, will not be made publicly available.

The notice of requirement (including business contact details) will be publicly available on our website.

All information held by the EPA is subject to the Official Information Act 1982.

We will recover from you the actual and reasonable costs incurred in respect of this notice of requirement. We may suspend processing your notice of requirement for non-payment of costs. A copy of the EPA Cost Recovery Policy is available on the EPA website: <https://www.epa.govt.nz/fast-track-consenting/making-an-application/>

Part 1: Requiring authority details

Project Name and identifier (as named in Schedule 2 or referral order): []	
Person or entity authorised to undertake project (as named in Schedule 2 or referral order): []	
Key contact name: []	
Phone: []	Email: []
Email address for service: []	
Postal Address (if preferred method of service): []	

Consultant details

Company: []	
Full name of consultant: []	
Phone: []	Email: []
Email address for service: []	
Postal Address (if preferred method of service): []	

If you are making this notice of requirement on behalf of the requiring authority please attach evidence that you are authorised to make this notice of requirement.

Please direct all correspondence from the EPA to:

- Applicant
- Consultant

Part 2: Type of notice of requirement

This notice of requirement is for the following:

- notice of requirement for a new designation
- notice of requirement to alter an existing designation

Part 3: Brief description of the notice of requirement

Please provide a brief description of the notice of requirement

Attach additional pages if required

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Part 4: Schedule of notice of requirement documents

List all documents submitted with the notice of requirement.

Attach additional pages if required

Attachment number	Document name and date	Author	Document version
01	[]	[]	[]
02	[]	[]	[]
03	[]	[]	[]
04	[]	[]	[]

Part 5: Description of inquiries made to identify occupiers

Please explain what reasonable inquiries were made to identify the occupiers of the land on which the project is to be undertaken and the land adjacent to that land.

Attach additional pages if required

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Part 6: Is this notice of requirement part of a project planned to proceed in stages?

- Yes (see below)
- No

If the project is planned to proceed in stages, please provide details of the nature and timing of the staging and indicative lodgement dates for each stage. Note that a new notice of requirement or application for resource consents should be lodged for each separate stage.

Attach additional pages if required

Part 7: Signature

I hereby certify that, to the best of my knowledge and belief, the information given in this notice of requirement is true and correct, and that I am authorised to make this notice of requirement.

I understand that the EPA can recover actual and reasonable costs incurred in relation to this notice of requirement.

Signature of applicant (or person authorised to make notice of requirement) _____ Date _____

Note: The information checklist on the following page must be completed prior to lodging this notice of requirement. The checklist is designed to assist you in providing all the relevant information. If a notice of requirement does not comply with all requirements then the EPA must return it to the person who lodged it.

Notice of Requirement Checklist

<p>In accordance with clause 13 of Schedule 6 of the COVID-19 Recovery (Fast-track Consenting) Act 2020 the following information must be provided in notices of requirement for listed or referred projects:</p> <p>(all clauses in this checklist are from Schedule 6 of the Act)</p>	<p>Notice of Requirement Reference (Section and page)</p>	<p>✓</p>
<p>A description of the site to which the notice of requirement applies (clause 13(1)(a))</p>	<p>[]</p>	<p>[]</p>
<p>Information on the effects of the proposed project or work on the environment, together with a description of how any adverse effects will be mitigated (clause 13(1)(b))</p>	<p>[]</p>	<p>[]</p>
<p>Confirmation that the notice of requirement complies with clause 3(1) (clause 13(1)(c))</p>	<p>[]</p>	<p>[]</p>
<p>An assessment of the project or work against—</p> <ul style="list-style-type: none"> (i) Part 2 of the Resource Management Act 1991 and the purpose of this Act; and (ii) any relevant provisions in any of the following documents: <ul style="list-style-type: none"> (a) a national policy statement: (b) a New Zealand coastal policy statement: (c) a regional policy statement or proposed regional policy statement: (d) a plan or proposed plan: (e) a planning document recognised by a relevant iwi authority and lodged with a local authority. <p>(clause 13(1)(d) and clause 13(4))</p>	<p>[]</p>	<p>[]</p>
<p>Information about any Treaty settlements that apply in the project area, including—</p> <ul style="list-style-type: none"> (i) the identification of the relevant provisions in those Treaty settlements; and (ii) a summary of any redress provided by those settlements that affects natural and physical resources relevant to the project or project area <p>(clause 13(1)(e))</p>	<p>[]</p>	<p>[]</p>
<p>The full name and address of —</p> <ul style="list-style-type: none"> (i) each owner of the land to which the notice of requirement relates and of the land adjacent to that land; and (ii) each person who, after reasonable inquiry, is known by the requiring authority to be an occupier of the land to which the notice relates and of the land adjacent to that land <p>(clause 13(1)(f))</p>	<p>[]</p>	<p>[]</p>
<p>An assessment of whether the project or work and the designation sought are reasonably necessary for achieving the objectives of the requiring authority (clause 13(1)(g))</p>	<p>[]</p>	<p>[]</p>

In accordance with clause 13 of Schedule 6 of the COVID-19 Recovery (Fast-track Consenting) Act 2020 the following information must be provided in notices of requirement for listed or referred projects: (all clauses in this checklist are from Schedule 6 of the Act)	Notice of Requirement Reference (Section and page)	✓
Any consideration of alternative sites, routes, or methods of undertaking the project or work (clause 13(1)(h))	[]	[]
A list of the resource consents needed for the project or work and whether these have been applied for (clause 13(1)(i))	[]	[]
A description of any consultation undertaken with parties likely to be affected by the project or work and the designation (clause 13(1)(j))	[]	[]
A cultural impact assessment prepared by or on behalf of the relevant iwi authority; or if a cultural assessment is not provided, a statement of the reasons (if any) given by the relevant iwi authority as to why an assessment is not being provided (clause 13(1)(k) and clause 13(1)(l))	[]	[]
Any conditions that the requiring authority proposes for the designation (clause 13(1)(m))	[]	[]
In the case of a referred project, all additional information required by the relevant referral order (clause 13(2))	[]	[]

Other restrictions or obligations	Notice of Requirement Reference (Section and page)	✓
<p>In the case of a listed project, the notice of requirement complies with any restrictions or obligations listed in Schedule 2</p> <p>OR</p> <p>In the case of a referred project, the notice of requirement complies with any restrictions or obligations included in Schedule 3 and the referral order</p>	[]	[]

Evidence of authorisation	Notice of Requirement Reference (Section and page)	✓
Evidence of authorisation if you are making this notice of requirement on behalf of the requiring authority who must be a person authorised in accordance with section 15 of the Act	[]	[]