
MINUTE 3 OF THE PANEL CONVENER
Convener's Conference [FTAA-2606-1253]

7 August 2026

[1] Carter Group Limited seeks to subdivide land and develop approximately 850 residential dwellings, a commercial or mixed-use centre, and a polo field, and to enable the potential development of a school or retirement village (or both) in Ōhoka, Waimakariri.

[2] A conference will be held on **Monday 17 August 2026 at 10am**. A MS Teams invite will shortly be sent.

[3] The purpose of this conference is to gather participant views on matters arising in relation to the application filed under the Fast-track Approvals Act 2024. Your views will inform two decisions that I must make as panel convener regarding:

- (a) the appointment of panel members;¹
- (b) the timing of the panel decision.²

Timeframe for a decision

[4] The Panel Convener decides the appropriate timeframe for release of the decision on the application. The Convener does so having had regard to the scale, nature, and complexity of the approvals sought (among other matters).³

¹ FTAA, schedule 3

² FTAA, section 79

³ FTAA, section 79.

Complexity is in part a function of the issues that arise on this application.

- [5] If the timeframe for a decision is not appropriate, this risks -
- (a) insufficient time being allowed, impacting the quality of the decision-making;
 - (b) not adequately engaging with the wider requirements of public law leaving the decision susceptible to appeal or review; or
 - (c) an overallocation of time which would not satisfy the procedural principles in section 10 of the Act.

The conference

[6] In deciding the timeframe for a decision, I will be assisted most by genuine engagement with the matters in issue rather than general or formulaic responses.

- [7] At the conference participants are invited to:
- (a) comment on the extent of engagement by the applicant both before and after the lodgement of the application;
 - (b) identify any gaps in the information contained in the technical reports⁴;
 - (c) the applicant aside, identify in-house experts and external consultants engaged on the project;
 - (d) where there is a difference of opinion between the applicant any other participant, identify:
 - (i) the principal issues in contention; and
 - (ii) the issues capable of resolution through conditions of approval.
 - (e) the applicant is to advise whether it intends to file new or supplementary reports or an updated set of conditions by the nominal

⁴ Note: the application has been assessed as being complete. Information gaps are matters in addition to the s 46 assessment.

- date of panel commencement;
- (f) describe the complexity of the application;
- (g) state whether the proposed conditions (including any draft management plan filed) are acceptable; and
- (h) propose efficient processes to enable the panel to understand, resolve, or narrow the scope of the issues likely to arise, and indicate how these processes may be accommodated within the decision timeframe.

[8] It is anticipated that the local authorities will obtain input from planning and technical advisors to identify the likely issues. However, an assessment of merits is not required at this stage. For information about cost recovery, please refer to the EPA's cost-recovery policy (details below).

Participants at the panel convener's conference

[9] Schedule 1 includes a list of persons⁵ invited to attend the conference.

[10] Schedule 2 is a draft timetable which participants are invited to complete having regard to the matters in paragraph [7].

Accessibility and recording of the panel convener's conference

[11] The conference will be held remotely, with access provided to participants. The conference will be recorded, and a copy of the recording will be made available on the fast-track website.

[12] The application documents can be viewed on the fast-track website here – <https://www.fasttrack.govt.nz/projects/Ohoka-residential-subdivision/substantive-application>

⁵ These people are referred to as 'statutory participants' in the Guidance Note.

Cost recovery

[13] Cost recovery for participation in fast-track processes is determined by the FTAA and the Fast-track Approvals (Cost Recovery) Regulations 2025.

[14] Costs for preparing and attending this conference are described in the policy. For information on costs recovery, the link to the policy is found [here](#).

Directions

[15] I direct:

- (a) The participants are to file a written response to the matters set out in this Minute, including Schedules 1 and 2 (attached).
- (b) Written responses and confirmation of attendance are to be filed by **10:00am on Wednesday 12 August 2026**.

A handwritten signature in black ink that reads "Jane". The letter "J" is large and stylized, with a long vertical stroke and a curved bottom. The word "Jane" is written in a cursive script.

Jane Borthwick

Panel convener for the purpose of the Fast-track Approvals Act 2024

Schedule 1: Persons invited to attend the conference

The following relevant iwi authorities and relevant Treaty settlement entities⁶ invited to attend the conference:

- Te Rūnanga o Ngāi Tahu
- Te Ngāi Tūāhuriri Rūnanga
- Whitiara Centre Limited

The following persons are invited to attend the conference:

- The authorised person or applicant – Carter Group Limited
- Relevant administering agency – Department of Conservation and Heritage
New Zealand Pouhere Taonga
- Relevant local authorities – Canterbury Regional Council and Waimakariri
District Council

⁶ FTAA, ss 18(2)(a). Section 7 states, relevantly, all persons performing and exercising functions, powers, and duties under this Act must act in a manner that is consistent with—the obligations arising under existing Treaty settlements. The panel must invite iwi authorities and the Treaty settlement entities and adjacent landowners and occupiers to comment on the application. The panel may also invite other Māori groups with a relevant interest to comment.

Schedule 2: Participants' estimated timeframe^{7, 8}

Task	Working days	Date
Panel commencement	N/A	31 August 2026 (nominal)
Invite comment from relevant parties	10 W/D later	14 September 2026
Comments close (ss 53 & 54)	20 W/D later	12 October 2026
Comments close for applicants (s 55)	5 W/D later	19 October 2026
Any other procedural steps, evaluation and decision writing	XXX W/D (say)	
Draft decision is to approve		
Draft decision and conditions to Ministers (s 72)	XXX W/D (say)	

⁷ Note 1: a draft decision to decline is not included in this timeframe. If the statutory timeframe it is insufficient for applicant to respond, the applicant will need to apply to suspend the application under s 64 FTAA. Consideration should also be given to the timing of ss 70 and 72 steps.

⁸ Note 2: the order of ss 69, 70 and 72 steps may differ case-by-case. On a decision to approve, sequencing s 72 before s 70 is simplest, albeit requiring more time than running ss 72 and 70 steps in parallel.

Response from Ministers. (s 72)	10 W/D later	
Applicant response to Ministers comments (if any)	XXX W/D later	
Draft conditions and decision to participants (s 70(1))	XXX W/D (say)	
Participant comments on draft conditions (s70(2))	XXX W/D later	
Applicant response to participants on conditions (s 70(4))	5 W/D later	
If not agreed, procedural step in relation to draft conditions.	XXX W/D (say)	
Evaluate and finalise decision	W/D later (say)	
Decision release	W/D later (say)	