

## Guide Sheet for Submissions Templates

The imaginary example of a rule about bakeries has been used in this guide for guidance purposes only. There is no such rule in proposed Plan Change 7 to the Canterbury Land and Water Regional Plan or to Plan Change 2 to the Waimakariri River Regional Plan.

Decide which template would suit you better. For people who need to elaborate on their position and provide further information or data, Template 2 might be easier to work with. For people who prefer to be more concise or provide feedback on only specific provisions, Template 1 might be more convenient.

Each template needs to provide certain essential information, for example the cover page, which provision you are providing feedback on, what your position on it is, why, and what you want the Council to do about it.

Where commenting on the provisions, if you want something added to the provision you simply add it in and underline it, for example:

### *RULE 1*

*All bakeries should produce, stock, and sell no less than ten different types of baked goods.*

- a) *This must include cheese rolls, lamingtons and pies.*
- b) *This may not include paleo-diet items.*

Where you want something deleted from a provision, simply put a line through it, for example:

### *RULE 1*

*All bakeries should produce, stock, and sell no less than ten different types of baked goods.*

- a) *This must include lamingtons and pies.*
- b) ~~*This may not include paleo-diet items.*~~

If you would like to add in a completely new provision, state that you think there should be an extra provision included in the plan change, explain why and what it should look like. If possible, offer a suggestion and underline it to show that it is a new addition. For example:

### *NEW PROVISION*

*All bakeries should employ a minimum of four full time employees.*

## Template 1 – Table format

Specific Provision in the Proposed Plan	Submission	Decision sought from Environment Canterbury
<p><i>The specific provisions my submission relates to are:</i></p> <p>State specifically what Objective, Policy, Rule, map, glossary, or issue you are referring to.</p>	<p><i>My submission is that:</i></p> <p>State:</p> <ul style="list-style-type: none"> <li>• whether you support, or oppose each provision listed in column 1;</li> <li>• brief reasons for your views.</li> </ul>	<p><i>The decision I would like Environment Canterbury to make is:</i></p> <p>Give precise details of the outcomes you would like to see for each provision. The more specific you can be the easier it will be for the Council to understand the outcome you seek</p>
<p>Rule 1</p>	<p>I support this rule.</p> <p>The reasons for this are:</p> <ul style="list-style-type: none"> <li>• It is important for bakeries to offer customers a wide variety and because lamingtons and pies are an important part of our culture and history in the region. Similarly, paleo-diet items cannot, by definition, include grain based flour and so should not be considered in the same category as more conventional baked goods.</li> <li>• These requirements for bakeries will help to preserve our regional identity and strengthen the local economy.</li> </ul>	<p>I seek that the provision is retained as proposed.</p>
<p>[OR]</p> <p>Rule 1</p>	<p>I oppose this rule.</p> <p>The reasons for this are:</p>	<p>I seek that the provision deleted in its entirety.</p>

	<ul style="list-style-type: none"> <li>• Bakeries should be allowed to sell whatever they see fit, this will allow them to adapt to market pressures and remain competitive, as well as allow them to develop their expertise in specialist products.</li> <li>• My bread bakery supplies celebrities and five star restaurants. If this proposed rule was to be retained, my artisan bread bakery, which employs eight full time staff, would have to detract from the quality of our product in order for us to produce a minimum of ten different baked goods.</li> <li>• This would affect our reputation as specialist artisan bread-makers and impact on our customer base. I have estimated the potential losses from this to be \$xxx over x years...</li> </ul>	
<p>[OR]</p> <p>Rule 1 Subsection a)</p>	<p>I support in part and wish to amend it.</p> <p>The reasons for this are:</p> <ul style="list-style-type: none"> <li>• It is important for bakeries to offer customers a wide variety of options and lamingtons are an important part of our culture and history in the region. Similarly, paleo-diet items cannot, by definition, include grain based flour and so should not be considered in the same category as more conventional baked goods. The list of required baked goods, however, is inadequate and should be amended to include cheese rolls. Cheese rolls are also an important part of our history and identity in the region which is recognised around New Zealand and they have not been included in the list of items that bakeries must produce, stock, and sell.</li> <li>• Cheese rolls are unique to the South Island and offer a point of difference to the North Island for both domestic and international tourists, as well as providing a greater sense of identity for those of us living in the regions.</li> </ul>	<p>I seek that the provision is amended as set out below.</p> <p><i>All bakeries should produce, stock, and sell no less than ten different types of baked goods.</i></p> <p><i>a) This must include lamingtons, <u>cheese rolls</u>, and pies; and</i></p> <p><i>This may not include paleo-diet items.</i></p>
<p>[OR]</p> <p>Rule 1 Subsection b)</p>	<p>I oppose in part and wish to amend it.</p> <p>The reasons for this are:</p>	<p>I seek that the provision amended as set out below</p>

	<ul style="list-style-type: none"> <li>• While it is important for bakeries to offer customers a wide variety of options and to assist with preserving and promoting our culinary culture and history in the region; the exclusion of paleo-diet baked goods from being counted in the ten different items by subsection b of this rule is arbitrary and unfair. If the items are baked, they are baked goods.</li> <li>• Discriminating against paleo-diet items disadvantages bakeries that specialise in that genre of baking and limits bakeries generally in their ability to adapt to market demands. Paleo-diet consumers are willing to pay high prices for these items and bakeries should be able to take advantage of this. I own a paleo-diet bakery and this would adversely affect our reputation with our customer base. I have estimated the potential losses from this to be \$xxx over x years...</li> </ul>	<p>The provision should be amended as follows</p> <p>All bakeries should produce, stock, and sell no less than ten different types of baked goods.</p> <ul style="list-style-type: none"> <li>a) This must include lamingtons and pies; <del>and</del></li> <li>b) <del>This may not include paleo-diet items.</del></li> </ul>
--	--	---

## Template 2

1. Number your paragraphs so that you and others can refer back to them easily.
2. Clearly state which provision you're about to talk about, the subsection (if applicable), and the page number (if applicable).
3. Say whether you support it, oppose it, support in part, or oppose in part.
4. Explain why.
5. Explain what that provision means to you and your farm/family/business/community.
6. Offer a solution or alternative.

For example:

### **RULE 1**

Rule 1 of the proposed Plan Change states that

*All bakeries should produce, stock, and sell no less than ten different types of baked goods.*

- c) *This must include lamingtons and pies.*
- d) *This may not include paleo-diet items.*

I support this proposed rule.

It is important for bakeries to offer customers a wide variety and because lamingtons and pies are an important part of our culture and history in the region. Similarly, paleo-diet items cannot, by definition, include grain based flour and so should not be considered in the same category as more conventional baked goods.

These requirements for bakeries will help to preserve our regional identity and strengthen the local economy.

The provision should be retained as notified in the proposed plan change.

### **OR**

I oppose this proposed rule.

Bakeries should be allowed to sell whatever they see fit, this will allow them to adapt to market pressures and remain competitive, as well as allow them to develop their expertise in specialist products.

My bread bakery supplies celebrities and five star restaurants. If this proposed rule was to be retained, my artisan bread bakery, which employs eight full time staff, would have to detract from the quality of our product in order for us to produce a minimum of ten different baked goods. This would affect our reputation as specialist artisan bread-makers and impact on our customer base. I have estimated the potential losses from this to be \$xxx over x years...

The provision should be deleted in its entirety from the proposed plan change.

### **OR**

I support this proposed rule in part.

It is important for bakeries to offer customers a wide variety of options and lamingtons are an important part of our culture and history in the region. Similarly, paleo-diet items cannot, by definition, include grain based flour and so should not be considered in the same category as more conventional baked goods. The list of required baked goods, however, is inadequate and should be amended to include cheese rolls. Cheese rolls are also an important part of our history and identity

in the region which is recognised around New Zealand and they have not been included in the list of items that bakeries must produce, stock, and sell.

Cheese rolls are unique to the South Island and offer a point of difference to the North Island for both domestic and international tourists, as well as providing a greater sense of identity for those of us living in the regions.

The provision should be amended as follows

*All bakeries should produce, stock, and sell no less than ten different types of baked goods.*

*b) This must include lamingtons, cheese rolls, and pies; and*

*c) This may not include paleo-diet items.*

**OR**

I oppose this proposed rule in part.

While it is important for bakeries to offer customers a wide variety of options and to assist with preserving and promoting our culinary culture and history in the region; the exclusion of paleo-diet baked goods from being counted in the ten different items by subsection b of this rule is arbitrary and unfair. If the items are baked, they are baked goods.

Discriminating against paleo-diet items disadvantages bakeries that specialise in that genre of baking and limits bakeries generally in their ability to adapt to market demands. Paleo-diet consumers are willing to pay high prices for these items and bakeries should be able to take advantage of this. I own a paleo-diet bakery and this would adversely affect our reputation with our customer base. I have estimated the potential losses from this to be \$xxx over x years...

The provision should be amended as follows

*All bakeries should produce, stock, and sell no less than ten different types of baked goods.*

*c) This must include lamingtons and pies; ~~and~~*

*~~d) This may not include paleo-diet items.~~*