Dear Mr. Maxwell,

This is a request for official information in relation to various aspects of CAP.

CRU will be briefing elected members and the community generally. All the information requested is readily accessible by Council, so CRU asks for a reply as soon as possible. In the event that Council does not reply in a timely way, CRU will simply proceed with its briefings on the basis of its own understanding of the information requested.

In this letter ‘Council’ includes any staff member or elected member (including the Mayor).

**Information requests**

Please provide the following information

1. The terms of reference (however described) for CAP.
2. Any specific instructions or advice, verbal or written, given by Council to the chair of CAP.
3. Any briefing(s) (including verbal briefings) provided to CAP (or to any of its members) on the background to the establishment of CAP, the legal context within which the Council is working, the historic context including the 2012-2014 process relating to the Shand report and its independent reviews, difficulties with the PDP, and the role of CRU both then and subsequently.
4. The process to be followed by CAP, including specifically:

* how it is to consult with the public,
* whether it is required to notify and to keep proper records of its meetings and attendances,
* whether it will provide copies of all information or submissions given to it by Council or any outside parties on an accessible website,
* whether members of CAP who do not attend meetings will be able to participate in making recommendations to the Council,
* whether it is entitled to commission its own advice (and if so whether this advice must be shared with interested parties),
* whether its membership is now complete, and if not, why CAP is meeting without that full membership,
* and whether Council regards CAP as being within the LGOIMA obligations for meetings and information.

1. In relation to the membership of CAP, how many live within the coastal hazard areas identified by the Council in the 2012 PDP?
2. Are members of CAP paid by Council, and if so on what basis?
3. In relation to the membership of CAP, how many have relevant qualifications and experience in science, planning, law, or economics?
4. In relation to the selection of CAP members, how many of the members appointed applied for selection and how many were asked to be members by Council?
5. In relation to the selection of CAP members, were applicants known, or thought, by Council to be associated with CRU automatically rejected? The request should be specifically considered by the panel(s) which shortlisted and/or interviewed applicants (in this regard note that individuals will be entitled to request personal information relating to their own applications).

CRU requires the information to enable it to consider whether it should attempt to work with the CAP process. It will only do so if it regards the process as neutral, fair, transparent, properly informed, and competent.

This letter and the Council reply will be circulated to coastal residents in due course.