

Monthly Project Status Report

Te Tai o Poutini Plan

For the period: 1 September – 30 September 2019

Prepared By: Jo Armstrong
 Date Prepared: 30 September 2019

Accomplishments this Period

- Edith Bretherton has accepted the role of Senior Planner for TTPP, and begins work on 14 October.
- Lois has been working on the settlements section of the plan. This includes researching current plans, liaising with the Technical Advisory Team (TAT) planners and preparing papers for the TAT meeting on 24 September.
- We attended Ministry for the Environment national policy consultations in September.
- We sent a questionnaire to local developers and key stakeholders to help us understand how current plans are being used, and how well zones and settlement rules are working. Responses are due 30 September.
- I am working through a comprehensive community communication strategy. It will kick off when the website is up and running. I also plan to design business card sized information cards that are easily distributed and can be available at all council offices. They will give a brief introduction to TTPP and direct people to the website for updates and opportunities to comment. I am keen to add a TTPP blurb to any updates councils send to their communities, and I am planning a roadshow for March. Bruce has kindly offered Westland's caravan for this.

Plans for Next Period

- Planning is well underway for three workshops with each of the district councils' planning and engineering staff. We will discuss what is needed in TTPP to support growth and redevelopment in towns and settlements, while preserving heritage, cultural and amenity values.
- We have invited local developers, builders, surveyors, and architects to a workshop in Greymouth on 23 October. We are interested in how they think zoning does and can support growth over the next 15-20 years. We will run a similar workshop in Westport on 21 November.
- Finalise TTPP web page.
- We have had a logo designed (attached), and are awaiting the final design and collateral material
- TTPP Committee meeting 18 November in Westport

Key Issues, Risks & Concerns

Item	Action/Resolution	Responsible	Completion Date
Not getting key stakeholder buy-in	Contact and meet with them individually. Plan a stakeholder workshop and on-going engagement process	Jo	28 February 2020
Not producing a notified plan in a timely manner	Set achievable milestones and monitor/report progress. ID additional expertise/capacity	Jo/Planning Team	30 June 2024
Decision makers can't agree	Get agreement on pieces of work prior to plan completion	Rex	On-going
Budget insufficient for timely plan delivery	Work with TTPPC to recommend budget, and with WCRC to raise rate to achieve deliverables	Jo	Annually

Status

Overall		Good start to project. Documentation, engagement and reporting are underway. Budget set for 2019/20 and recruitment complete. Consultant and TAT making good early progress.
Schedule		Year 1 work programme approved. TTPP will take time as current plans are out of date
Resources		Both planning roles have been filled. Level of input from district council staff, who are very busy at present, will determine the ongoing need for further permanent TTPP staff.
Scope		Deliver efficient, effective and consistent Te Tai o Poutini Plan

Schedule

Stage	Target Completion	Revised Completion	Comments
Complete project initiation documentation	30-Apr-19	19-July-2019	TTPPC approved
Identify and contact key stakeholders	03-May-19	Ongoing	Connection made with all key stakeholders and started a second round of contact with other interested parties
Contract senior planning consultant	01-Aug-19	29-July-2019	Contract in place 29/7/19 -30/6/20
Recruit permanent senior planner	30-Sep-19	7-Sep-2019	Commences 14 October 2019
Set up Te Tai o Poutini Plan website and communications package	30-Sep-19		Initial design being refined
Set planning milestones	31-Oct-19	30 August 2019	Presented at August TTPPC meeting
Hold key stakeholder workshop for Settlements section	28-Feb-20	23 October and 21 November 2019	Greymouth and Hokitika, then Westport
Hold Community information meetings	31-Mar-20		Roadshow in March 2020 and to coincide with council-community meetings and local events
Notify Te Tai o Poutini One Plan	30-Jun-24		Indicative time only -Too early to rely on this date

Actions required

- Please consider attending one of the settlement workshops we are holding for each of the three councils:
 - 1-5pm 22 October at WDC Chambers
 - 9-1pm 23 October at GDC Chambers
 - 9-1pm 21 November in Westport

We would value your input on where you see your town and district being in 15-20 years – what do we need to plan for and how can TTPP support the delivery of your communities' values.

Please email me if you are able to attend one of the sessions.