



Project Manager Update

16 March 2020 – 20 April 2020

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Date Prepared: **15 April 2020**

Accomplishments this Period

- The Roadshow began as planned in Ross on 16 March. We met with locals throughout Westland and the majority of Grey, before postponing further sessions due to Covid-19.
- People were generous with their time and opinions, and their feedback will support the zoning work for towns and settlements.
- A key lessons paper from the roadshow engagement completed is attached with this report.
- It is our intention to undertake the remaining roadshow sessions at an appropriate time.
- We have been running a tender process for work to update SNA information, including improved GIS mapping of potential sites. This is the stage 1 desktop study using a variety of databases which have been improved and refined over time to improve accuracy.
- We received five responses to our RFP, and are in discussions with the Committee about going into contract for this work.
- The planning team continue to work on the settlements, infrastructure, heritage, transport, signs, biodiversity and natural hazards sections of the plan.
- Work is also kicking off on mining, landscape, natural character and natural features, designations, special zones and financial contributions. All papers will be discussed with, and modified by, the Technical Advisory Team before coming to the Committee.
- We are reassessing our stakeholder engagement options due to the lockdown. We had a programme of workshops planned throughout this year, which is not currently viable.
- One option is that we have developed a number of questionnaires which will be sent to identified interests, as well as being posted on the TTPP website. These are targeted questions to help keep policy development moving.
- Some smaller workshops may go ahead as remote Zoom meetings, and others have been postponed until participants can meet face to face.
- WCRC has asked for a revised TTPP budget for 2020/21 due to the current global crisis. With the approval to roll over unspent budget from this financial year, the deletion of the contingency item, and a reduction in governance costs, I have reduced the budget request by \$71,000. This makes it extremely tight, and may delay some research, but is in response to a national crisis.

Plans for Next Period

- Policy work on topics mentioned above will continue
- Stakeholder engagement using a variety of channels
- SNA study
- TAT meeting via Zoom on 30 April
- TTPPC meeting 28 May 10.30 – 2.00pm. This is likely to be another Zoom meeting.

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	Project Manager	28 February 2020
Not producing a notified plan in a timely manner	Set achievable milestones and monitor/report progress. Identify additional expertise/capacity	Project Manager/Planning Team	30 June 2024
Decision makers can't agree	Get agreement on pieces of work prior to plan completion	Chairman	Ongoing
Budget insufficient for timely plan delivery	Work with TTPPC to recommend budget, and with WCRC to raise rate to achieve deliverables	Project Manager/TTPPC Committee	Annually Jan/Feb
Changes to national legislation	Planning team keep selves, Committee and Community updated on changes to legislation and the implications for TTPP	Project Manager/Planning Team	Ongoing
Staff safety at public consultation	Committee members to proactively address and redirect aggressive behavior towards staff	TTPPC Committee	Ongoing
National emergencies such as Covid-19 lock down	Staff and Committee ensure personal safety and continue to work remotely as able	Project Manager/TTPPC Committee	Ongoing

Status

Overall	 Project on time and to budget. Budget set for 2019/20 and recommendation made for 2020/21. Planning team making good progress with TAT and TTPPC input.
Schedule	 Work programme set and programme on schedule.
Resources	 We have seen a big improvement in input from the TAT. Funding required for research projects using external parties. Awaiting outcome of 2020/21 budget bid.
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	03-May-19	Ongoing	Connection made with all key stakeholders and

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stakeholders			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	Started at WCRC on 14 October 2019
Set up Te Tai o Poutini Plan website and communications package	30-Sep-19	30 November 2019	Development complete. Available at www.ttp.westcoast.govt.nz
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	16-27 March 2020	Roadshow in March 2020 and opportunities to coincide with council-community meetings and local events Outcome of Roadshow to be presented to May TTPPC meeting
Hold key stakeholder workshops for Infrastructure section	30-April-20		Greymouth and Hokitika, then Westport
Draft Provisions (Issues, Objectives, Policy and Rules) for Urban Areas developed	31-May-20		For presentation to May TTPPC meeting
Workshop discussion with environmental interests re biodiversity provisions	30-July-20		
Draft Provisions (Issues, Objectives, Policy and Rules) for Rural Zones and Settlement Zones developed	31 – Aug-20		For presentation to August TTPPC meeting
Hold key stakeholder workshops for mining and extractive industries	31-Aug-20		
Potential Committee Field Trip	30 –Sep-20		To look at specific matters to help with decisions
Contact with landowners re SNA assessment, landowner meetings	30-Oct-20		This will be to seek permission to do field assessments.
Commence field work for SNA assessments	30- Nov-20		It is anticipated that field work will be undertaken over summer 20-21, summer 21-22 and summer 22-23.
Zoning changes proposed	31-Dec-21		Specific zone change proposals will come to the Committee through 2021
Targeted stakeholder consultation on draft provisions of Te Tai o Poutini Plan	30-May-22		Targeted consultation with stakeholders on draft provisions from mid 2021-mid 2022 with the aim of addressing concerns at this more informal stage
Iwi review of draft Te Tai o Poutini Plan	30-July-22		This is in addition to hui and consultation throughout the development process and is a mandatory step
Full “draft” Te Tai o Poutini Plan to Committee	30-Sep-22		Full draft (so that this term of the Committee has overseen the drafting of the whole plan). A draft Plan will not have legal status, but will show all the cumulative decisions of the Committee
[Local Body Elections]	Oct-22		
Community Consultation on	31-Nov-22		Roadshow in October/November 2022 with a

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"Draft" Te Tai o Poutini Plan			"draft" Plan to discuss with community
Amendment of "Draft" Plan to "Proposed Plan" provisions	30-May-22		Feedback to Committee on results of consultation, any legal opinions on contentious provisions and decisions on final provisions
Notify Te Tai o Poutini Plan	30-Jun-23		Indicative time only – this will be the "Proposed" Plan
Submissions Te Tai o Poutini Plan	30-Aug-23		40 working days for submissions is the legal requirement
Further Submissions	30-Oct-23		Submissions must be summarised and published and then there is a 20 working day period for further submissions
Hearings Te Tai o Poutini Plan	30-Feb-24		Indicative time only
Decisions Te Tai o Poutini Plan	31-August-24		Indicative time only
Appeal Period	30-Sep-24		Indicative time only
Appeals and Mediation Te Tai o Poutini Plan	31-June-25		Indicative time only. However the aim would be to complete the entire "Proposed – submissions-hearings –appeals-mediation-consent orders to Operative Plan" process within 1 term of the Committee
[Local Body Elections]	Oct-25		

Actions required



**Te Tai o
Poutini**
PLAN

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