

# Monthly Project Status Report

## Te Tai o Poutini Plan

For the period: 23 December 2019 – 20 January 2020

Prepared By: Jo Armstrong

Date Prepared: 15 January 2020

### Accomplishments this Period

- Lois and Edith continue to work on the settlements, infrastructure, heritage and natural hazards sections of the plan. Papers are constantly being produced and discussed with, and modified by, the Technical Advisory Team (TAT) made up of council and iwi planners.
- Stakeholder engagement has been targeted to parties with high involvement in these areas e.g. infrastructure providers.
- Councils committed 8-16 hours per month of planner time to service the TAT, and we are concerned that the staff have not been released to do this, putting them under additional stress at the moment. This also reduces the level of influence a council will have on Plan development.
- The TTPP website is up and running at [www.ttpp.westcoast.govt.nz](http://www.ttpp.westcoast.govt.nz) Please take a look if you not had the opportunity.
- Planning for the roadshow to visit many of the smaller settlements as well as the towns is well underway for 16-27 March. We have sent the draft itinerary to you and to community contacts who have offered to help advertise the roadshow in their communities. Destination Westland are happy for us to use their caravan as a meeting point as we travel around.



### Plans for Next Period

- TTPP Committee meeting at WDC, 31 January 2020
- Policy work on zoning, infrastructure and heritage. This includes meeting with key stakeholders
- Finalise itinerary, travel, and advertising for the roadshow
- Finalise designs and print information sheets and questionnaires for the roadshow

### 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. Planning team making good early progress.
Schedule		Year 1 work programme approved and programme on schedule

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	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 <a href="http://www.tpp.westcoast.govt.nz">www.tpp.westcoast.govt.nz</a>
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
Notify Te Tai o Poutini Plan	30-Jun-24		Indicative time only -Too early to rely on this date

## Actions required

- Please consider how you can help the planning team contact and work with landowners on SNA identification.
- Confirm dates and venues you can attend roadshow and public meetings planned for March 2020.