



**Te Tai o Poutini Plan Committee Meeting**  
**Meeting remotely via Zoom**  
**Thursday 28 May 2020**  
**9.00am – 11.30am**

This meeting will be live streamed via the West Coast Regional Council Facebook

**AGENDA**

|              |   |                          |
|--------------|---|--------------------------|
| <b>09.00</b> | Welcome and Apologies                         | <b>Chair</b>             |
| <b>09.05</b> | Confirm previous minutes                      | <b>Chair</b>             |
| <b>09.10</b> | Matters arising from previous meeting         | <b>Chair</b>             |
| <b>09.15</b> | Financial Report                              | <b>CE WCRC</b>           |
| <b>09.25</b> | 2020/21 Budget Discussion                     | <b>CE WCRC</b>           |
| <b>09.45</b> | Project Manager Monthly Report                | <b>Project Manager</b>   |
| <b>10.00</b> | Break   |                          |
| <b>10.05</b> | Technical Update - Mining and Quarrying       | <b>Principal Planner</b> |
| <b>10.45</b> | Technical Update – Non-Residential Activities | <b>Principal Planner</b> |
| <b>11.05</b> | Technical Update – Plan Layout                | <b>Principal Planner</b> |
| <b>11.25</b> | General Business                              | <b>Chair</b>             |
| <b>11.30</b> | <b>Meeting Ends</b>                           |                          |

**Meeting Dates for 2020**

- Thursday 25 June (Zoom)
- Thursday 30 July (Westland District Council)
- Thursday 25 August (Te Tauraka Waka a Māui Marae, Bruce Bay)
- Thursday 24 September (Buller District Council)
- Thursday 29 October (Grey District Council)
- Thursday 24 November (West Coast Regional Council)
- Wednesday 14 December (Westland District Council)

Meeting dates remain the same but we will assess the need to meet remotely each month

**MINUTES OF MEETING OF TE TAI O POUTINI PLAN COMMITTEE  
HELD ON 11 MAY 2020, VIA ZOOM, (DUE TO COVID – 19)  
COMMENCING AT 12.30 P.M.**

**PRESENT:**

R. Williams (Chairman), A. Birchfield, J. Cleine, S. Roche, T. Gibson, B. Smith, A. Becker, L. Coll McLaughlin, P. Madgwick, L. Martin

**IN ATTENDANCE:**

J. Armstrong (Project Manager), L. Easton, E. Bretherton, M. Meehan – joined meeting at 2.00 p.m. (WCRC), S. Bastion (WDC), S. Mason (BDC), P. Morris, (GDC), T. Jellyman (Minutes Clerk)

**WELCOME**

The Chairman welcomed everyone to the meeting. He reminded those present that this is a public meeting and members of the public as well as media are welcome to attend. The Chairman welcomed any members of the public who may be viewing the meeting via Council's Facebook page.

**APOLOGIES:**

**Moved** (Cleine /Smith) *That the apology from F. Tumahai be accepted.*

*Carried*

**CONFIRMATION OF MINUTES**

**Moved** (Becker / Martin)

*That the minutes of the meeting dated 20 April 2020, be confirmed as correct.*

*Carried*

**MATTERS ARISING**

There were no matters arising from the minutes.

J. Armstrong advised that today's meeting is a continuation from last month's meeting. J. Armstrong stated that everyone was pleased with the video presentations which were sent out prior to the meeting. She advised that from now on papers would be talked to rather than PowerPoints, and videos and papers would be circulated on Microsoft Teams prior to meetings.

J. Armstrong advised that the budget from the previous meeting has been recommended to WCRC but WCRC has not held their meeting yet. J. Armstrong advised that M. Meehan has advised her that WCRC is hoping for a zero rate increase. It was noted that M. Meehan will phone in later at 2pm to discuss the budget further. The Chairman noted that funding for research has been postponed, and less will be spent on travel this year.

**Te Tai o Poutini Plan Technical Overview – Infrastructure Issues, Objectives and Policies Summary**

E. Bretherton spoke to this report and outlined the four potential issues for consideration. She covered renewable energy and explained how important this will be in relation to the National Policy Statement. E. Bretherton advised that renewable energy is very important nationally, regionally, and locally. Cr Birchfield stated that hydro energy is a good option rather than solar energy for the West Coast. Mayor Cleine stated that solar energy could be an option for Buller as they have higher sunshine hours, and wind also an option for Buller if right technology is available.

E. Bretherton outlined Issue 2, which covered constraints that are felt by infrastructure. She spoke of the impact of natural hazards on infrastructure, and the impacts that severe weather events can have on local roads and advised that resilience is important. E. Bretherton advised it is important that West Coast

communities make themselves as resilient as possible, and to have their own power on the West Coast. She spoke of the importance in ensuring that policies can stand by themselves.

E. Bretherton advised that objectives for our infrastructure need to work for communities and need to be safe and effective. She advised that reverse sensitivity must be considered and gave the example of airport infrastructure requiring protection. Cr Birchfield stated that if the port is developed the area would need to be protected and there should not be residential structures in these areas. L. Easton advised that she is looking at a special purpose zone for ports, as these areas would have their own specific zone. Cr Coll McLaughlin stated that "objective 3 "most efficient" ideally but practicality and costs direct people to be efficient.

E. Bretherton advised it is important to ensure positive benefits are recognised. She spoke of the importance of design and sites and explained co-locations. She answered questions on subdivisions, stormwater contaminants and flooding issues. E. Bretherton advised that policies are in place to enable activities. Discussion ensued and it was agreed that minor changes to wording would be made. The Chairman suggested that these wording changes are provided to E. Bretherton and L. Easton and they will feedback to the committee and this will be presented at a future meeting and will be displayed on Microsoft Teams.

**Moved** (Gibson / Martin)

*That the Committee receive the report and that the Committee provide feedback to the next meeting on the revised wording of the draft Issues, Objectives and Policies for Infrastructure.*

*Carried*

The meeting adjourned for a five minute break.

### **Te Tai o Poutini Plan Technical Update – Natural Hazards and Climate Change**

L. Easton spoke to this report and advised she omitted a reference from the Ministry for the Environment (MfE) on preparing for coastal hazards and preparing for climate change. She advised this is an ongoing sequence for natural hazards and is just for information and no decision is required. L. Easton offered to answer questions. Cr Coll McLaughlin stated there are serious decisions ahead on where the zoning of residential areas might be. She asked what the situation is when a decision cannot be made that fits in with the guidance. L. Easton this is guidance only, and not requirements, and it is the committee's job to make decisions, based on the information provided. She stated this is about timeframes and different types of activities will have different guidelines. P. Madgwick stated that everything is well documented in the report provided to Ngai Tahu, except for sea level rises as this area is a bit vague. He acknowledged that there are big problems with coastal erosion, sea surges and cyclones on the West Coast. L. Easton advised the report contains tables with the range of projections. She stated that MfE has provided guidance in this area. L. Easton confirmed there are a lot of different natural hazards on the West Coast and this is contextual information. She advised that new development in areas where there has not been previous development needs to be considered especially when making decisions where these new developments might go. She gave the example of Ross Beach where hazards could arise in the future. Cr Birchfield stated he will be voting against the report as he does not believe in climate change. Cr Coll McLaughlin asked about timeframes for the district plan. L. Easton responded that a District Plan is a plan for the next ten years but what occurs in that 10 years will have impacts for much longer. She advised that the Building Act advises that 50 years should be considered for reviews and changes, but the RMA needs to consider the next 100 years in decision making with regard to natural hazards. Mayor Smith stated that the plan is for ten years and this is the timeframe that is being worked with and best practice is 100 years. Mayor Smith queried the information relating to sea surges at Ross Beach. L. Easton responded that this information came from Civil Defence who advised that waves went through the camping ground. Mayor Smith expressed concern about sea level changes and is concerned what the receiving of this report could mean. Mayor Smith asked what planning is in place should the alpine fault should rupture. E. Bretherton responded to this and advised that is included in the work with natural hazards, but this is a huge topic for the West Coast and is as big as SNA's for the Coast. She stated that there are a lot of unknowns and uncertainty and nobody knows when this is likely to happen. E. Bretherton spoke of the implications of managed retreat. L. Easton advised that this report is information only and is something that elected members need to have regard to when making decisions on natural hazards but the weighting that is put on this is up to elected members. The Chairman advised that if information is not brought to member's attention then there could be implications in the future. Cr Becker asked if these matters are not considered, is there liability on council. L. Easton advised that when decisions are about to be made legal advice around liability will be provided.

**Budget Update**

M. Meehan advised that his understanding is that the committee is going to relook at the budget in light of Covid-19. He stated there is an opportunity for the Regional Council to borrow up to \$750,000 in next year’s annual plan. M. Meehan stated that research work is not proceeding, and work on SNA’s is not proceeding. M. Meehan stated that the budget is yet to be put in front of the regional council. He advised there is a shortfall of \$250,000 because the Local Government Commission and WDC not contributing. M. Meehan stated that there is some carry over. Mayor Smith stated that expenditure on SNA research has not been approved. He stated that he thought there is going to be more focus on ensuring important matters for each district considered first. Cr Roche asked J. Armstrong if a revised budget has been completed. J. Armstrong said that she has passed this onto M. Meehan. Cr Roche suggested that it might be helpful to get some figures back without research costs, as every Council will be looking at budget constraints. It was agreed that the financial report would be presented to the next meeting, with J. Armstrong providing a list of what needs to be spent and what research is required to give a robust plan for the Environment Court test. J. Armstrong stated that there are some areas that need to be confirmed. M. Meehan advised there is now a little more time as Council has now fallen in with the Long Term Plan, and there is no requirement for consultation on the annual plan for this year. He stated that a zero rate increase is hoped for this year. M. Meehan advised there is a \$100,000 carry over from the Local Government Commission, he suggested that over the next month a paper is put together for the committee to cover these concerns. The Chairman stated he would like to see this done sooner rather than later, and to ensure that the budget consists of spending and finances to come in. The Chairman asked that M. Meehan prepares a paper that contains the possible expenditure and possible income. The Chairman stated that information on what is expected in two to three years would be helpful with the context of this. He stated that the costs of \$500,000 to \$600,000 each year is required. M. Meehan stated that he is happy with this, as next year’s Long Term Plan will set out the budget for the next 10 years, with a particular focus on the first three years. Cr Coll McLaughlin stated that this is an important conversation as the budgeting and funding has been a really weak part of the whole thing, as this can be agreed to here, but then needs to be taken back to the regional council for confirmation. She stated there are two critical changes needed to get this through as projections for costs are needed to be able to show the costs as this will be questioned. Cr Coll McLaughlin stated it is also critical to have members from this committee, including J. Armstrong on hand when this is presented and one from each district is needed to ensure more context is provided and to ensure budgets get past regional council. Cr Coll McLaughlin stated that budgeting needs to go along with the work programme and need to lay out where costs are going. The Chairman stated this has been set out in a paper previously provided by J Armstrong. It was agreed that the paper from J Armstrong would also be brought to the 28 May meeting.

**GENERAL BUSINESS**

There was no general business

**NEXT MEETING**

The next meeting is scheduled for Thursday 28 May, commencing at 0900 to be held at GDC, and via Zoom.

The Chairman thanked everyone for their attendance.

The meeting closed at 2.23 p.m.

.....  
Chairman

.....  
Date

**Action Points**

- Feedback on agenda item one to be provided to E. Bretherton and L. Easton

**Next Meeting:**

- Thursday 28 May (Grey District Council) – commencing at 10.30.

**Meeting Dates for 2020**

- Thursday 28 May 09.30 – 12.30 (Grey District Council) + Zoom
- Wednesday 24 June 0900 – 11.00 venue TBC + Zoom
- Thursday 30 July (Westland District Council)
- Thursday 25 August (Te Tauraka Waka a Māui Marae, Bruce Bay)
- Thursday 24 September (Buller District Council)
- Thursday 29 October (Grey District Council)
- Tuesday 24 November (West Coast Regional Council)
- Wednesday 14 December (Westland District Council)

## ONE DISTRICT PLAN

### 10 FOR THE TEN MONTHS ENDED 30 APRIL 2020

|                                | <b>ACTUAL</b><br>Year to Date | <b>BUDGET</b><br>Year to Date | <b>YEAR TO DATE</b><br>Variance | <b>BUDGET</b><br>Full Year |
|--------------------------------|-------------------------------|-------------------------------|---------------------------------|----------------------------|
| <b>INCOME</b>                  |                               |                               |                                 |                            |
| Rates Levied                   | 400,000                       | 333,333                       | 66,667                          | 400,000                    |
| Council Contributions          | 25,000                        | 41,667                        | - 16,667                        | 50,000                     |
| Local Govt commission Grant    | 150,000                       | 166,667                       | - 16,667                        | 200,000                    |
|                                | <u>575,000</u>                | <u>541,667</u>                | <u>33,333</u>                   | <u>650,000</u>             |
| <b>EXPENDITURE</b>             |                               |                               |                                 |                            |
| Salaries                       | 158,885                       | 250,000                       | - 91,115                        | 300,000                    |
| Councillor Salaries            |                               | -                             |                                 | -                          |
| Senior Consultant Planner      | 93,608                        | 83,333                        | 10,274                          | 100,000                    |
| Governance                     | 45,000                        | 62,500                        | - 17,500                        | 75,000                     |
| Stakeholder Engagement         | 24,375                        | 20,833                        | 3,542                           | 25,000                     |
| Organisational Overheads       | 125,000                       | 125,000                       | -                               | 150,000                    |
|                                | <u>446,867</u>                | <u>541,667</u>                | <u>- 94,799</u>                 | <u>650,000</u>             |
| <b>Net Surplus / (Deficit)</b> | <u>128,133</u>                | <u>-</u>                      | <u>128,133</u>                  | <u>-</u>                   |

## 4.2

**THE WEST COAST REGIONAL COUNCIL**

Prepared for: Council Meeting 28 May 2020  
 Prepared by: Michael Meehan – Chief Executive  
 Date: 21 May 2020  
**Subject: Te Tai o Poutini Plan – 2020/21 Budget**

---

**Background**

The Te Tai o Poutini Plan (TTPP) Committee was set up by an Order in Council from the Local Government Commission. The Order in Council gives the Regional Council the legal responsibility for setting a rate across the region to fund the work of the committee. For the 2020/21 financial year and beyond a recommendation will be made from the Joint Committee to the Regional Council in February each year the budget required for the project. The Regional Council will then be responsible for consulting on this budget through its Annual Plan process.

For the 2020/21 Annual Plan process the TTPP committee agreed a budget and supplied it to the Regional Council for inclusion in the Annual Plan consultation process.

**Covid-19**

Due to the impacts of Covid-19 on the region the Regional Council at its 28 April 2020 meeting endorsed the recommendations below:

1. *That Council agrees to a zero increase in the General Rate, Uniform Annual General Charge, Emergency Management Rate and One District Plan Rate for 20/21.*
2. *That Council agrees that it will not publicly consult on the 20/21 Annual Plan, given that it is within the envelope of the 2018/28 Long Term Plan and that it publicly consulted on ODP funding in the 19/20 Annual Plan.*
3. *That actual budgeted expenditures and revenues be finalised once details of the actual ODP budget request are received from the TTPP Joint Committee.*
4. *That Council agrees to borrow up to \$750,000 to cover any funding shortfall in 20/21.*
5. *That the 20/21 Annual Plan be adopted by Council at the June 2020 ordinary meeting.*

The TTPP committee have revised their budget considering the impact of Covid-19 taking the original budget of \$723,000 and revising that to \$692,000, a breakdown of the budget is detailed below:

| <b>Item</b>             | <b>2020/21 original</b> | <b>Revised 2020/21 Budget</b> |
|-------------------------|-------------------------|-------------------------------|
| Salaries                | 248,000                 | 248,000                       |
| Consultant Planner      | 100,000                 | 100,000                       |
| Governance              | 70,000                  | 65,000                        |
| Research                | 100,000                 | 100,000                       |
| Stakeholder Engagement  | 35,000                  | 17,000                        |
| Communication Platforms | 10,000                  | 10,000                        |
| Overheads               | 150,000                 | 150,000                       |
| Contingency             | 10,000                  | 0                             |
| Legal Opinions          |                         | 2,000                         |
| <b>Total</b>            | <b>723,000</b>          | <b>692,000</b>                |

### One District Plan Funding

The table below details the revenue the Regional Council has available to fund the TTPP work for the 2020/21 year:

|  |  |
|--|--|
| Carry forward ODP funding from 2019/20   | \$100,000 (TBC at end of financial year) |
| Targeted Rate (this would have been \$450,000 in 19/20 if it had not been for the LGC contribution of \$200,000) | \$250,000                                |
| Existing contribution from General rate (previously Economic Development)  | \$150,000                                |
| <b>Total</b>   | <b>\$500,000</b>                         |

If Covid-19 hadn't occurred the Regional Council would have followed a normal Annual Plan consultation process in relation to an increase to the targeted rate to account for the gap between the current funding and what is required to deliver the project.

The gap in revenue relates to replacing the one off \$200,000 funding from the Local Government Commission and no future financial contributions from the District Councils.

#### Where to from here?

The Regional Council will make decisions on the 2020/21 at its 9 June 2020 meeting. Council will be presented with the revised TTPP budget to approve. The Regional Council will fund the gap either via internal savings within the organisation or as a last resort via borrowing.

Following the 2020/21 Annual Plan decisions the Regional Council will commence its process to draft and then consult on its Long-Term Plan process. It is important that the TTPP committee through the Project Manager engages in this process to ensure that accurate financial information for the TTPP work is incorporated into this process.

### RECOMMENDATION

*That the report be received.*

Michael Meehan  
**Chief Executive**





# Project Manager Update

21 April 2020 – 20 May 2020

Prepared By: **Jo Armstrong**  
Date Prepared: **15 May 2020**

## Accomplishments this Period

- The Planning team has been working at 100% under the COVID-19 restrictions, and two Committee meetings have been held via Zoom in this period.
- Having run a tender process for work to update SNA information, including improved GIS mapping of potential sites, the planning team has informed respondents of the Committee's decision to postpone this work.
- The planning team continue to work on the non-residential activities in residential areas, infrastructure, heritage, transport, designations, mineral extraction, open space, natural heritage and the natural hazards sections of the plan.
- All papers are discussed with, and modified by, the Technical Advisory Team before coming to the Committee.
- Stakeholder engagement options have been reassessed due to the lockdown. We had a programme of workshops planned throughout this year, some of which have had to be postponed.
- The team has developed a number of questionnaires which have been sent to identified interests, as well as being posted on the TTPP website. These are targeted questions to help keep policy development moving.  
Our website developer was recently re-engaged to undertake work enabling the questionnaires to be answered directly on the website and to capture responses in a spreadsheet. This is working very successfully.
- Latest questionnaires on Historic Heritage, Ecosystems and Indigenous Biodiversity, and Earthworks, Quarrying and Mining can be found on our Website at [www.ttpp.westcoast.govt.nz](http://www.ttpp.westcoast.govt.nz) under "Have Your Say". Questionnaires developed for the roadshow on Natural Hazards and Settlement Patterns and Zones can also be found there.
- The planning team ran a remote workshop with council staff on mineral extraction in mid-May. Interaction with staff was excellent, and their feedback will be used to inform a paper being presented to the Committee this month.
- WCRC has asked for a revised TTPP budget for 2020/21. Last month I offered to reduce our budget request by \$81,000. The amount of this reduction could increase now we have postponed SNA research planned for this financial year. However, reducing the budget does make it extremely tight, and may delay some research, which in turn could delay final delivery of the Plan. The WCRC Chief Executive will deliver a paper to the Committee's 28 May

meeting on the new budget proposal. Please find attached the original three year budget proposal, and a paper on Research Needs and Timing which will form part of our discussion.

- A draft contract has been drawn up to secure the services of Lois Easton as Principal Planner for the 2020/21 year. This will go to the CE WCRC for approval before 30 June 2020.
- Policy work has begun on the Designations section in the Plan. A designation is a form of 'spot zoning' over a site, area or route in a district plan. The 'spot zoning' authorises the requiring authority's work and activity on the site, area or route without the need for land use consent from the relevant territorial authority. A letter seeking updated information on designations has been sent out to requiring authorities.
- We are planning to commission Brown Ltd to review and refine the technical assessment of natural character and landscape they undertook for the four Councils in 2013. The Brown NZ Landscape study was used to inform the Regional Coastal Plan, and the Outstanding Coastal Landscapes identified have been included in the 2016 Proposed Plan. Because of the age of the information, and some queries by Council staff, the reports need to be reviewed and updated before they can be considered for use in Te Tai o Poutini Plan. Landscape and natural character are key matters which the Plan is required to address, and a report on the proposed approach will be brought to the Committee later in the year.
- During the roadshow a number of people commented that they are confused about the name Te Tai o Poutini Plan. The planning team suggest we add the following by-line to clarify the extent of the plan – *a combined district plan for the West Coast*. We would appreciate your input on this at the 28 May meeting.
- As the planning team has worked through the papers with the Committee each month it has become apparent that, in order to complete the draft Plan by September 2022, you will require longer or more frequent meetings. We anticipate resuming face-to-face meetings from 30 July. These meetings currently run between three and four hours. To meet project timelines the Committee should consider whether to run full day meetings, or have two meetings per month beginning September or October 2020 until the draft plan is released. Another alternative is to establish sub-committees with responsibilities for each Plan chapter or topic. These options will be discussed at the 28 May meeting.

### Plans for Next Period

- Policy work on topics mentioned above will continue
- Stakeholder engagement using a variety of channels
- TAT meeting via Zoom on 27 May
- Meeting with Poutini Ngāi Tahu to plan the Cultural Chapter
- TTPPC meeting 28 May 9.00 – 11.30am via Zoom.

### 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<br>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<br>TTPC Committee<br>CE WCRC | Annually<br>Jan/Feb |
| Changes to national legislation                  | Planning team keep selves, Committee and Community updated on changes to legislation and the implications for TTPC | Project Manager<br>Planning Team             | Ongoing             |

| Item   | Action/Resolution   | Responsible                       | Completion Date |
|--|---|-----------------------------------|-----------------|
| Staff safety at public consultation                  | Committee members to proactively address & redirect aggressive behavior towards staff | TTPC 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<br>TTPC Committee | Ongoing         |
| Committee delay or reduce scope of required research | Committee ensure timely research is enabled   | TTPC Committee                    | Ongoing         |

### Status

|                |   |
|----------------|---|
| <b>Overall</b> | 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 TTPC input.                  |
| Schedule       | Work programme set and achieving on schedule. Lockdown may have an ongoing effect as delayed stakeholder engagement, and research, and shorter meetings impact 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   |

**Please note that the schedule and scope have been downgraded from green to orange. This is in response to the reduction in budget for 2020/21 and postponement of the SNA research. Both may affect the schedule by extending the project (see Schedule below), and insufficient research will impact the ability to deliver an effective plan.**

### Schedule

| Stage   | Target Completion | Revised Completion              | Comments   |
|---|-------------------|---------------------------------|--|
| Complete project initiation documentation   | 30-Apr-19         | 19-July-2019                    | TTPC 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.ttpc.westcoast.govt.nz">www.ttpc.westcoast.govt.nz</a>  |
| Set planning milestones   | 31-Oct-19         | 30 August 2019                  | Presented at August TTPC 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<br>Outcome of Roadshow to be presented to May TTPC meeting |
| Hold key stakeholder workshops for Infrastructure section                         | 30-Apr-20         | 31-Jul-20                       | Greymouth and Hokitika, then Westport. Delayed due to Covid-19 Lockdown  |
| Draft Provisions (Issues, Objectives, Policy and Rules) for Urban Areas developed | 31-May-20         |                                 | For presentation to May TTPC meeting   |
| Workshop discussion with environmental interests re biodiversity provisions       | 30-Jul-20         | 31-Aug-20                       | Delayed due to Covid-19 Lockdown   |
| Draft Provisions (Issues,   | 31 – Aug-20       |                                 | For presentation to August TTPC meeting  |

| Stage  | Target Completion | Revised Completion | Comments   |
|--|-------------------|--------------------|--|
| Objectives, Policy and Rules) for Rural Zones and Settlement Zones developed   |                   |                    |  |
| Hold key stakeholder workshops for mining and extractive industries            | 31-Aug-20         | 31-Jul-20          | Due to work programme changes during Covid-19 lockdown   |
| 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         | 30-Oct-21          | This will be to seek permission to do field assessments. It is dependent on undertaking the desk top assessment first.   |
| Commence field work for SNA assessments  | 30- Nov-20        | 30 Nov 21          | It is anticipated that field work will be undertaken over summer 20-21, summer 21-22 and summer 22-23. This will be delayed until desktop study is completed                                       |
| 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         | 30 May 2023        | 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        | 30 July 2023       | 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         | 30 Sep 2023        | 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 “Draft” Te Tai o Poutini Plan                        | 31-Nov-22         | 31 Nov 2023        | Roadshow in October/November 2022 with a “draft” Plan to discuss with community  |
| Amendment of “Draft” Plan to “Proposed Plan” provisions                        | 30-May-22         | 31 Nov 2023        | 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         | 30 June 24         | Indicative time only – this will be the “Proposed” Plan  |
| Submissions Te Tai o Poutini Plan  | 30-Aug-23         | 30 Aug 24          | 40 working days for submissions is the legal requirement   |
| Further Submissions  | 30-Oct-23         | 30 Oct 24          | 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         | 30 Feb 25          | Indicative time only   |
| Decisions Te Tai o Poutini Plan  | 31-August-24      | 31 Aug 25          | Indicative time only   |
| Appeal Period  | 30-Sep-24         | 30 Sep 25          | Indicative time only   |
| Appeals and Mediation Te Tai o Poutini Plan                                    | 31-June-25        | 31 June 26         | 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

- Note the change in project status
- Note possible changes to project schedule dependent on timely research
- Read the attached papers
- Consider future meeting options and plan name



Prepared for: Te Tai o Poutini Plan Committee Meeting

Prepared by: Lois Easton, Principal Planner

Date: 28 May 2020

Subject: **Te Tai o Poutini Plan Technical Update – Approach to Minerals and Mining**

---

## **SUMMARY**

This report discusses the issues around to Mineral Extraction and Mining on the West Coast. The current provisions in the three District Plans are considered and the approach for managing minerals and mining activity within Te Tai o Poutini Plan is discussed.

The proposed approach would be to:

- Have a separate Mineral Extraction and Mining Strategic Direction chapter in the Plan, with Issues, Objectives and Policies
- Develop a specific Special Purpose Zone for the Stockton Mine
- Develop a Mineral Extraction Precinct within the Rural Zone for large/longstanding mines and quarries
- Include specific rules around mineral extraction in the rest of the rural zone recognising that activities such as alluvial mining are widespread and often concurrent with activities such as farming and forestry.

## **RECOMMENDATIONS**

1. That the Committee receive the report
2. That the Committee provide feedback on the proposed approach to Minerals and Mining.

Lois Easton

**Principal Planner**

## INTRODUCTION

1. The management of mineral resources is addressed in several pieces of legislation; the main Acts being the Crown Minerals Act 1991 (CMA) and the Resource Management Act 1991 (RMA). Access to Crown-owned minerals is addressed in the CMA, while the mining activity itself, and its effects, is managed under the RMA.
2. Minerals are expressly excluded from 'sustainability' in section 5(2)(a) of the RMA in terms of sustaining the potential of natural and physical resources to meet the needs of future generations. However, minerals are included in 'sustainability' as it applies (in section (2)(c)) to avoiding, remedying or mitigating any adverse effects of activities on the environment. To this extent, the activity of exploration, quarrying, mining and any other disturbance of land is covered by the RMA and addressed and regulated in district plans.
3. The West Coast contains mineral deposits that are of considerable social and economic importance to the districts, region and the nation, but in some cases can be constrained by conflicting land uses.
4. Mineral development and associated land restoration can provide an opportunity to enhance the land resource and landscape, and has done so in the past. However, the development of mineral resources has the potential to have significant adverse effects upon soil, water and air resources, and landscape, biodiversity and historic heritage values if not appropriately controlled.
5. Mineral extraction also includes quarrying for materials such as lime, sand, gravel and roading materials, as well as rock for protection works.
6. Minerals extraction involves many different activities during the prospecting, exploration, development, operation and closure phases.
7. Alongside a complexity of activity, the development, operation and closure phases have a complex range of environmental effects in relation to district plan matters- effects on amenity such as noise, dust, traffic generation, visual effects on sensitive landscapes, ecological effects from vegetation disturbance and earthworks.
8. In addition, because of the nature of the geology of areas high in desirable minerals, minerals extraction sites are often located in areas with unique ecosystems and species.

### Poutini Ngāi Tahu and Mineral Resources

9. Poutini Ngāi Tahu are participants in the minerals sector with the Ngāi Tahu (Pounamu Vesting) Act 1997 placing the ownership of all pounamu in its natural conditions within the takiwā of Ngāi Tahu Whānui.
10. Pounamu is managed in accordance with the Te Rūnanga o Ngāi Tahu Pounamu Resource Management Plan, Te Rūnanga o Ngāti Waewae Pounamu Management Plan and Te Rūnanga o Makaawhio Pounamu Management Plan.
11. These plans ensure the long-term protection, collection, extraction and supply of pounamu and that the kaitiaki rūnanga are at the heart of managing these processes.
12. Where any pounamu is discovered within the takiwā of Poutini Ngāi Tahu the occurrence should be notified to Te Rūnanga o Ngāi Tahu, Te Rūnanga o Ngāti Waewae and Te Rūnanga o Makaawhio. The two hapu have negotiated a Finders Fee agreement with mining companies which encourages stone to be returned to the hapu when it is discovered as part of other mining operations.
13. Ngāti Waewae's takiwā stretches north of the Hokitika River to Kahurangi Point and inland to the Southern Alps. The land between the south bank of the Hokitika River and north bank of the Poerua River is jointly managed by both rūnanga, and Makaawhio's takiwā extends from the Poerua River to Piopiotāhi.
14. Poutini Ngāi Tahu recognise the positive economic and employment benefits of mineral extraction. They are principally focussed on ensuring that mining is not undertaken in culturally inappropriate locations and that there is appropriate management of effects.



## REGULATORY CONTEXT

15. There are a number of key participants in decision-making around mining activities, each with their own approvals process. These include:
  - Crown minerals who issue prospecting and mining permits and permits for quarrying on Crown Owned Land and where the Crown owns all mineral resources
  - West Coast Regional Council who administer quarrying/gravel extraction in the beds of rivers and who are also the agency responsible for many of the environmental management aspects of mining and quarrying– in relation to water and air in particular.
  - Department of Conservation and Land Information New Zealand who are often the landowner agent for land on which mining and quarrying activity occurs or are considered an Affected Party in mining and quarrying consents.
16. In developing an approach to mineral extraction within Te Tai o Poutini Plan it is therefore important to keep the scope of the work to be around matters that relate specifically to the District functions of the RMA. Ideally this would also, as much as possible, avoid duplication with the functions of other statutory bodies and authorities.
17. Each of the three Councils take a different approach to mineral extraction within their Plans. While the aim of Te Tai o Poutini Plan must be to reduce unnecessary differences in regulation, it is also important to keep the unique differences, which reflect the resource management context and values of the different communities on the Coast.

## Current District Plan Provisions

18. Both Westland and Buller District Plans have specific Mineral Resources sections in their district plans. There are specific issues, objectives and policies. The Grey District Plan with its effects based focus does not specifically mention mining or quarrying at all.
19. Buller Issues – Objectives - Policies
  - The Issue reflects the positive impacts of mining as well as the need to manage environmental effects.
  - There are two objectives – one to enable economic wellbeing from mining and one to manage environmental effects
  - There are 7 policies that cover mining and management of environmental effects, rehabilitation of sites, co-ordination with the regional council and protection of mineral resources from activities which might compromise their future exploitation.
20. Westland – Issues-Objectives-Policies
  - The Issue is around the need to manage environmental effects
  - There are three objectives – one to enable economic wellbeing from mining, one around protection of life supporting capacity and one around avoiding/ remedying/ mitigating adverse effects.
  - There are three policies – around environmental effects management and rehabilitation of sites
21. In terms of rules, the Westland and Buller plans take a similar approach within the rural areas of allowing Prospecting activity as a Permitted Activity, Advanced Mineral Exploration activities as a Controlled Activity and other mining as a Restricted Discretionary Activity. In all other zones Mining and associated activities (including prospecting) is a Non Complying Activity.
22. In Buller there are specific rules for quarrying in the Cement Production Zone. In this zone quarrying and mining are a Permitted Activity, but there are detailed performance standards around:
  - Noise
  - Vibration
  - Blasting
  - Landscape treatment
  - Traffic movements
  - Dust
  - Rehabilitation plan
  - Complaints register
  - Reporting to Council

23. In Grey although mining and quarrying are not specifically listed activities, staff assessment is that:
- Prospecting and Advanced mineral exploration activities will likely be Permitted in the Rural Environment – with the main limits around noise (where the activity is closer to a township or residential area) provided the activity is not in an SNA.
  - Mining would most often be a Permitted Activity in the Rural Environment with the main limits around noise, heavy traffic generation, work in SNAs and outstanding landscapes and buildings.
  - Mining would be more likely to breach the Permitted Activity standards in Township and Urban zones – though potentially it could be a Permitted Activity in the Industrial Zone.
  - If mining activities breached the Performance standards then they would require a Discretionary Activity consent.

### Other Council Approaches

24. While the West Coast is one of the most significant locations nationally for mining, there are also significant mining activities in Otago, Southland, Waikato, Coromandel and Northland. Quarrying activity is widespread nationally. A brief assessment of how quarrying and mining are managed in district plans in other parts of the country has been undertaken and this is outlined in the table below.
25. In summary,
- all the district plans looked at had specific provisions for mineral extraction and/or quarrying;
  - special zones are in place in Whangarei, Waitaki and Christchurch
  - provisions to protect mineral extraction (existing and potential) are in place at Whangarei, Southland, Waikato and Christchurch.

| Council   | Approach to Mining and Quarrying   |
|---|--|
| Whangarei District (Plan Change 102 Operative March 2018) | <p>Separate Mineral Extraction Chapter which addresses mining and quarrying</p> <p>Separate Quarry Resource Areas zone (nine areas) that cover operating quarries and mines. These have a wide range of Permitted Activities but most quarrying/mining is a Controlled Activity subject to a Mineral Extraction Plan</p> <p>Discretionary Activity when significant amenity thresholds (traffic generation, building height,</p> <p>Quarry Buffer Areas also provided to avoid reverse sensitivity. Setbacks also provided within the relevant zone.</p> <p>Outside of these areas Mineral Extraction is a Discretionary Activity</p> <p>Mineral prospecting as defined in the Crown Minerals Act a Permitted Activity</p> <p>Plan provisions give weight to protecting mineral resources from reverse sensitivity effects eg establishment of sensitive activities in the Quarry Resource Area zone is a Non Complying Activity.</p> <p>Smaller scale mineral extraction activities directly associated with rural production (eg farm quarries) are provided for in the relevant zone.</p> |
| Southland District (operative Jan 2018)                   | <p>Minerals and energy chapter with specific objectives and policies</p> <p>Mineral prospecting is a Permitted Activity with standards</p> <p>Setbacks in relevant zone required next to mineral extraction activity</p> <p>Rural Zone Permitted gravel and rock extraction (small scale&lt;5000m3) a Permitted activity, otherwise Discretionary.</p>   |



| <b>Council</b>  | <b>Approach to Mining and Quarrying</b>   |
|---|---|
| Thames Coromandel District<br>(under appeal)              | Separate Mining Activities chapter<br>Mineral prospecting is a Permitted activity<br>Mineral exploration is a Controlled activity.<br>Quarrying Restricted Discretionary<br>Surface and underground mining is a Discretionary Activity  |
| Waitaki District Plan<br>(Operative 2010 – under review)  | Specific Objective and Policies<br>Macraes Gold Mine in own Zone with specific rules<br>Whitstone Cement Policy Area with specific rules<br>Rural Area <ul style="list-style-type: none"> <li>• Minerals Extraction and Processing is a Permitted Activity with standards (60 days/year, 20,000m<sup>3</sup>) if it was being used for the purpose since 12 December 1986)</li> <li>• otherwise mining is a Discretionary Activity</li> </ul> Proposed Plan will include earthworks, mining, quarrying and gravel extraction in a separate chapter.   |
| Waikato District Council<br>(Proposed District Plan 2019) | Specific Objective and Policies<br>Coal Mine Area<br>Aggregate Extraction Areas and Aggregate Resource Areas identified on Planning Maps<br>Rural Area <ul style="list-style-type: none"> <li>• extractive industry Permitted subject to Performance Standards including max. 1000m<sup>2</sup> of earthworks, specific hours of operation and noise standards, specific permitted activity standards for importing fill for coal mines</li> <li>• Discretionary Activity otherwise</li> <li>• Reverse sensitivity provisions restricting activities next to identified mineral resources (coal and aggregate)</li> </ul> |
| Christchurch City (Operative December 2017)               | Specific policy for quarrying activity<br>Rural Quarry Zone for existing quarries –quarrying a Permitted Activity subject to standards (hours of operation, noise, traffic movements etc)<br>Rural Quarry Templeton Zone – for proposed quarry – rules activate once pre-requisite conditions are met<br>Rural Zone rules for quarrying <ul style="list-style-type: none"> <li>• quarrying a controlled activity at existing specified sites</li> <li>• Discretionary Activity otherwise</li> </ul>   |

## Key Issues for Consideration

### *Reverse Sensitivity*

26. Because of the nature of mining and quarrying – with activities such as blasting, heavy vehicle movements, earthworks, noise and dust generation, they are activities at significant risk of reverse sensitivity effects.

27. The locations of key minerals and rock suitable for infrastructure works is relatively limited on the West Coast. This makes the protection of these resources from potential reverse sensitivity effects, even if they are not currently being extracted, an important issue.

### ***Complexity of Consenting and Duplication of Matters***

28. One of the key matters that some mining interests have raised with the TTPP team, is the high cost of consenting and uncertainty of outcome. This is particularly difficult because there are so many players involved in an individual mining approval including:
- Crown Minerals
  - The Department of Conservation (as landowner or affected party)
  - The West Coast Regional Council (with regard to air, water and land disturbance effects)
  - The relevant District Council (with regard to land use effects and in particular vegetation clearance)
  - The public and interest groups (as mining activities can often be publicly notified).
29. As a result some matters in relation to mining consents can be duplicated and considered by multiple parties.
30. While recognising that mining activities can have significant adverse effects that must be carefully considered and managed, an aim for Te Tai o Poutini Plan should be to try and minimise the complexity of the consenting process (where consenting is required) and to avoid duplication of provisions with other agencies.
31. Currently Westland District Council has transferred its functions around consenting, monitoring and enforcement of mining activities to the West Coast Regional Council in order to reduce regulatory complexity. This type of method could also be considered as part of Te Tai o Poutini Plan.

### ***Uncertainty of Outcome***

32. While the outcome of a resource consent process can never be guaranteed, a key issue for the minerals sector is also around the uncertainty of outcome from consenting processes.
33. As part of the SNA identification process it is hoped that this will assist by making it clear where the highest value biodiversity areas are, and mining activities may not be acceptable.
34. In a similar vein the identification and mapping of outstanding natural landscapes should assist in making it clearer where these issues will be a significant part of any consenting process.
35. Many other Councils have specific zones for significant quarrying and mining activity as a tool to give greater certainty to that sector around continuance, particularly in the face of reverse sensitivity.

### ***Mining Licences coming to an End/Re-consenting existing mines***

36. Many of the former Solid Energy Crown Mining Licences will expire within the next 5 years, including the Stockton Mine. In order for this mining activity to continue resource consents will be required. Currently these mines are located in the Rural Zones of the respective districts. However these zones do not anticipate the scale of some mining activities – in particular the Stockton Mine, which is the single largest mine in New Zealand, and has a wide range of activities and scale.

### ***Proposed Approach.***

37. Mineral extraction is such a significant activity on the Coast, both currently and likely in the future, that staff believe some dedicated provisions (at least at the Objective and Policy level) are warranted. We propose a specific Minerals and Mining Chapter in the Strategic Direction section of Te Tai o Poutini Plan.
38. It is also proposed that a specific Special Purpose Zone be included in Te Tai o Poutini Plan for the Stockton Mine which would have its own provisions (Objectives, Policies, Rules) which reflect the existing and planned activity at the site. This proposal has been checked with Ministry of the Environment staff who have confirmed that they agree Stockton meets the requirements to justify a Special Purpose Zone.

39. Alongside the Stockton mine, there are other mining licences coming to an end, as well as mines and quarries that are operating under resource consent. Where these mines and quarries are spatially located in a contained area (e.g. coal mines, hard rock gold mines, quarries) and are expected to be in place for a substantial portion of the life of Te Tai o Poutini Plan, then it is proposed that a Mineral Extraction Precinct be included for these areas.
40. This would create some element of certainty about re-consenting/consenting these areas, and provide greater protection from reverse sensitivity effects.
41. It may not be possible to include alluvial or black sand mining in this Precinct however, as it's shorter term and more mobile nature, means that it will continue to be widespread in its location across the coast.
42. General provisions for mineral extraction (including the establishment of new hard rock and coal mines) would therefore also be required in the rest of the rural zone.
43. To address this we propose a tiered approach based on environmental effects of the activity. This would identify Permitted Activities as well as those that require resource consent. These rules could either be specific to the activity – or incorporated within the earthworks provisions.
44. Any key areas for potential future mineral extraction would also be identified, and the potential impacts of activities (such as subdivision or residential development) on the future potential exploitation of these resources would be included as assessment criteria within the Plan.

#### **NEXT STEPS**

45. Consultation with the minerals sector will be ongoing as draft provisions for mineral extraction are developed.
46. Draft Issues, Objectives and Policies are expected to be brought back to the Committee for discussion towards the end of 2020.

#### **RECOMMENDATIONS**

1. That the Committee receive the report
2. That the Committee provide feedback on the proposed approach to Minerals and Mining.



Prepared for: Te Tai o Poutini Plan Committee Meeting  
Prepared by: Lois Easton, Principal Planner  
Date: 28 May 2020  
Subject: **Te Tai o Poutini Plan Technical Update – Non Residential Activities**

---

### **SUMMARY**

This report discusses the issues around Non Residential Activities and how these are dealt with in the Residential Zones. It follows up with further information and options based on the questions raised by the Committee at their April meeting.

Non residential activities are a key concern for all district councils. In presenting information on each sub topic a summary and discussion of how this matter is dealt with in recent district plans from other Councils is included.

Options in relation to home businesses, visitor accommodation and community facilities are described.

### **RECOMMENDATIONS**

1. That the Committee receive the report
2. That the Committee identify its preferred option in relation to each of Home Business, Visitor Accommodation and Community facilities within the Residential zones.

Lois Easton

**Principal Planner**

## INTRODUCTION

1. At the April 2020 Committee meeting, feedback was sought from the Committee with regard to direction for the Rules in residential areas for non residential activities. Three types of non residential activities were discussed – home businesses, visitor accommodation (including Air BnB) and community facilities.
2. Further information and options were sought by the Committee to consider to help with direction setting in this matter.
3. In terms of the effects which the Non Residential Activities can have on residential amenity the key considerations are:
  - a. Noise and disturbance
  - b. vehicle movements or storage
  - c. parking requirements
  - d. large bulky buildings or unsightly storage
  - e. light and glare
  - f. odour

## COMPARISON OF HOW NON RESIDENTIAL ACTIVITIES ARE MANAGED IN OTHER PLANS

4. Non residential activities are a key concern for all district councils. In presenting information on each sub topic a summary and discussion of how this matter is dealt with in recent district plans from other Councils is included.

### **Home Businesses**

5. **Definition of Home Business:** Means the use of a site for an occupation, business, trade or profession in addition to the use of that site for a residential activity and which is undertaken by person(s) living permanently on the site, but excludes homestay.
6. As can be seen in the table below, all the Council plans assessed have a Permitted Activity provision for Home Businesses. The detail of the approach varies however:
  - Whakatāne and Queenstown Lakes are relatively permissive – provided the normal performance standards for the residential zone are met;
  - New Plymouth has additional performance standards around vehicle movements
  - Porirua and Hamilton both require only 1 employee in the business not living on site
  - Southland, Porirua and Hamilton all regulate the floor area used for the business
  - Porirua and Southland specify hours of operation
  - All the Councils identify industrial activities, or those with objectionable effects (slight differences in definition) as being Non complying activities – i.e. unacceptable in a residential zone.

| District (Date of Plan)         | Summary of Rules for Home Businesses   |
|---------------------------------|--|
| New Plymouth<br>(proposed 2019) | Home Business Permitted with standards: <ul style="list-style-type: none"> <li>• Max 22 vehicle movements/day</li> <li>• Max 8 vehicle movements/hour</li> <li>• No objectionable or offensive effects including odour, dust or smoke beyond the boundaries of the site</li> <li>• Must meet all other zone performance standards (e.g. setbacks)</li> </ul> Restricted Discretionary Activity if standards not met.<br>All other commercial activities are Discretionary Activities<br>All industrial activities are Non Complying Activities |
| Porirua<br>(draft 2019)         | Home Business Permitted with standards: <ul style="list-style-type: none"> <li>• Max 40m<sup>2</sup> floor area used for the business</li> <li>• Max 1 full time employee/equivalent resides off site</li> <li>• Hours of operation 7am-7pm weekdays, 7am-6pm weekends.</li> </ul>   |

| District (Date of Plan)               | Summary of Rules for Home Businesses  |
|---------------------------------------|---|
|                                       | <p>Discretionary Activity if standards not met</p> <p>All other commercial activities are Discretionary Activities</p> <p>All industrial activities are Non Complying Activities</p>  |
| <p>Southland<br/>(operative 2018)</p> | <p>Home Occupations Permitted with standards:</p> <ul style="list-style-type: none"> <li>• Max 30m<sup>2</sup> floor area used for the business</li> <li>• Max 10m<sup>2</sup> of the property used for outdoor display and storage of goods</li> <li>• Hours of operation 7.30-9pm Mon – Sat, 7.30am – 6pm Sundays and Public Holidays</li> </ul> <p>Restricted Discretionary Activity if standards not met.</p> <p>All other commercial activities are Discretionary Activities</p> <p>Offensive trades and Industrial Activities are Non Complying Activities</p>  |
| <p>Whakatāne<br/>(operative 2017)</p> | <p>Home Occupations Permitted</p> <ul style="list-style-type: none"> <li>• Must meet all other zone performance standards (e.g. setbacks)</li> </ul> <p>Roadside stalls &amp; shops of &lt;30m<sup>2</sup> associated with a Home Occupation are a Controlled Activity</p> <p>Discretionary Activity if standards not met.</p> <p>All other Commercial Activities and Industrial Activities are Non Complying Activities</p>  |
| <p>Queenstown<br/>(under Appeal)</p>  | <p>Home Occupations Permitted</p> <ul style="list-style-type: none"> <li>• Must meet all other zone performance standards (e.g. setbacks)</li> </ul> <p>Restricted Discretionary Activity if standards not met and commercial activity is &lt;100m<sup>2</sup>.</p> <p>All other Commercial Activities and Industrial Activities are Non Complying Activities</p>   |
| <p>Hamilton<br/>(operative 2017)</p>  | <p>Home Occupations Permitted</p> <ul style="list-style-type: none"> <li>• Must meet all other zone performance standards (e.g.setbacks)</li> <li>• No more than 1 person not residing on the site</li> <li>• Max 30% gross floor area of the buildings</li> <li>• No heavy vehicle trip generation</li> <li>• No vehicle or pedestrian traffic generation between 8pm to 8am</li> <li>• Not display any indication of the activity from outside the site including the display or storage of materials except for Permitted signs</li> <li>• Only retail goods manufactured, repaired, renovated or otherwise produced on site</li> <li>• No creation of electrical interference with tv and radio sets and receivers</li> <li>• No generation of nuisances, noxious or dangerous effects beyond the site boundaries</li> </ul> <p>Dairies up to 100m<sup>2</sup> are Restricted Discretionary</p> <p>Other Commercial Activities and Industrial Activities are a Non Complying Activity</p> |

### Visitor Accommodation

7. **Definition of Homestay:** Means the use of a residential unit including a residential flat by paying guests at the same time that either the residential unit or the residential flat is occupied by residents for use as a Residential Activity. Includes bed & breakfasts and farm-stays.
8. As can be seen in the table below, a variable approach to Visitor Accommodation is taken in different plans. In terms of visitor numbers Queenstown Lakes is probably the most similar situation to the West Coast – particularly Westland. But New Plymouth, Southland and Whakatāne have very significant visitor activity also, Porirua less so. The detail of the approach varies however:
- All the Councils allow homestays as a Permitted Activity but New Plymouth, Porirua, Southland and Whakatāne do not differentiate between homestays and unoccupied holiday rentals also allowing these as a Permitted Activity
  - Porirua, Southland and Whakatāne all limit the number of guests to 5, Hamilton 6 and New Plymouth to 10
  - New Plymouth, Porirua, Queenstown and Hamilton limit the number of days rental to a maximum of 3 months/90 days per year

| District (Date of Plan)         | Summary of Rules   |
|---------------------------------|--|
| New Plymouth<br>(proposed 2019) | Boarding Houses permitted with up to 6 residents<br>Other Visitor Accommodation Permitted with standards <ul style="list-style-type: none"> <li>• Max 10 guests/night</li> <li>• No more than 90 days/calendar year</li> <li>• Max 22 vehicle movements/day</li> <li>• Max 8 vehicle movements/hour</li> <li>• Must meet all other zone performance standards (eg height, setbacks)</li> </ul> Restricted Discretionary Activity if standards not met.               |
| Porirua<br>(draft 2019)         | Permitted Activities: <ul style="list-style-type: none"> <li>• Visitor accommodation where max occupancy is 5 persons/night</li> <li>• Max length of stay for a guest is 3 months in any 12 month period</li> </ul> Restricted Discretionary Activity if standards not met   |
| Southland<br>(operative 2018)   | Permitted Activities: <ul style="list-style-type: none"> <li>• Visitor accommodation with 5 or less paying guests</li> </ul> Discretionary Activity if standards not met   |
| Whakatāne<br>(operative 2017)   | Permitted Activities: <ul style="list-style-type: none"> <li>• Visitor accommodation with 5 or less paying guests</li> </ul> Discretionary Activity if standards not met   |
| Queenstown<br>(under Appeal)    | Permitted Activities: <ul style="list-style-type: none"> <li>• Homestays</li> <li>• Max length of stay is 90 days/calendar year</li> </ul> Controlled <ul style="list-style-type: none"> <li>• Unhosted visitor accommodation in a residential unit</li> <li>• Max length of stay is 90 days/calendar year</li> </ul> Restricted Discretionary <ul style="list-style-type: none"> <li>• All other types of visitor accommodation (less than 90 nights) in</li> </ul> |

| District (Date of Plan)   | Summary of Rules  |
|---------------------------|---|
|                           | <p>the Visitor Accommodation sub zone [this covers all types of accommodation – camping, motels, motor parks, backpackers, timeshares etc)</p> <p>All types of visitor accommodation not meeting standards is a Non Complying Activity</p>  |
| Hamilton (operative 2017) | <p>Permitted Activities</p> <ul style="list-style-type: none"> <li>• Homestays</li> <li>• Max length of stay is 90 days/calendar year</li> <li>• max 6 paying guests</li> </ul> <p>Discretionary Activities</p> <ul style="list-style-type: none"> <li>• Boarding houses and hostels</li> </ul> |

### Community Facilities

9. **Definition of community facilities:** means land and buildings used by members of the community for recreational, sporting, cultural, safety, health, welfare, or worship purposes. It includes provision for any ancillary activity that assists with the operation of the community facility.
10. As can be seen in the table below, a variable approach to community facilities is taken at the different Councils. New Plymouth has the most permissive rules (provided all normal zone performance standards are met) allowing for a wide range of community facilities and in particular a wide range of Māori purpose activities. Southland and Queenstown have the most restrictive rules – the same approach that is currently taken in the district plans on the West Coast.

| District (Date of Plan)         | Summary of Rules   |
|---------------------------------|--|
| New Plymouth<br>(proposed 2019) | <p>Permitted Activities</p> <ul style="list-style-type: none"> <li>• Educational Facilities (excl. Child Care) in a building with max 200m<sup>2</sup> floor area</li> <li>• Medical and Health Services in a building with max 100m<sup>2</sup> floor area</li> <li>• Supported residential care max 9 residents and subject to vehicle movement stds - max 22 vehicle movements/day &amp; max 8 vehicle movements/hour</li> <li>• Māori purpose activities. These include <ul style="list-style-type: none"> <li>• marae/pā;</li> <li>• papakāinga;</li> <li>• urupā;</li> <li>• wānanga;</li> <li>• customary activities;</li> <li>• home occupation;</li> <li>• arts and cultural centres;</li> <li>• cultural education and research facilities;</li> <li>• Māori cultural activities;</li> <li>• child care services, kohanga reo or kura (schools); and</li> <li>• whare karakia (Māori church).</li> </ul> </li> </ul> <p>Must meet all other zone performance standards (eg height, setbacks)</p> <p>Restricted Discretionary Activity if standards not met.</p> <p>All other Community Facilities and Childcare Restricted Discretionary</p> |



| District (Date of Plan)       | Summary of Rules   |
|-------------------------------|--|
|                               | Activity   |
| Porirua<br>(draft 2019)       | <p>Permitted Activities</p> <ul style="list-style-type: none"> <li>• Supported residential care max 6 residents</li> <li>• Educational facilities – max 4 children &amp; hours of operation 7am-7pm weekdays</li> </ul> <p>Restricted Discretionary Activities</p> <ul style="list-style-type: none"> <li>• Emergency services</li> <li>• Community facilities</li> <li>• hospital and healthcare</li> <li>• retirement villages</li> </ul>  |
| Southland<br>(operative 2018) | Community facilities are a Discretionary Activity  |
| Whakatāne<br>(operative 2017) | <p>Permitted Activities</p> <ul style="list-style-type: none"> <li>• Places of Assembly time (eg Places of worship, Marae, halls, clubrooms, conference centres, theatres, funeral directors premises) designed to have an occupancy of less than 10 people at any one</li> <li>• Home based education and care service</li> <li>• Education facilities with an occupancy of less than 10 people at any one time</li> <li>• Childcare of up to 5 children</li> </ul> <p>Must meet all other zone performance standards (eg height, setbacks)</p> <p>Controlled Activities</p> <ul style="list-style-type: none"> <li>• Retirement villages</li> </ul> <p>Restricted Discretionary Activities</p> <ul style="list-style-type: none"> <li>• Childcare of 6 or more children</li> <li>• Tertiary education</li> </ul> <p>Discretionary Activities</p> <ul style="list-style-type: none"> <li>• Places of Assembly designed to have an occupancy of up to 50 people</li> <li>• Emergency Services</li> <li>• Education Facilities for more than 10 people at a time</li> </ul> |
| Queenstown<br>(under Appeal)  | Community facilities are a Discretionary Activity  |
| Hamilton<br>(operative 2017)  | <p>Permitted Activities</p> <ul style="list-style-type: none"> <li>• Managed care for max 9 persons</li> </ul> <p>Restricted Discretionary Activities</p> <ul style="list-style-type: none"> <li>• Papakāinga</li> <li>• Rest home</li> <li>• Community centre</li> <li>• Places of worship</li> </ul> <p>Discretionary Activities:</p> <ul style="list-style-type: none"> <li>• Health care service</li> <li>• Places of assembly</li> </ul>  |

| District (Date of Plan) | Summary of Rules  |
|-------------------------|---|
|                         | <ul style="list-style-type: none"> <li>• Mārae</li> <li>• School</li> </ul> |

## OPTIONS FOR CONSIDERATION

### Home Businesses

- Traditionally home businesses have been things such as tradesmen, arts and crafts production and sales, beauty parlours, tanning clinics and hairdressers. With the increasing role and connectedness of the internet, many more professional services and IT businesses could be established within residential areas with minimal adverse effects on residential character and amenity.
- Two options are proposed for the Committee to consider around how home businesses should be managed. Further detail is provided in the table on the differences. The main fundamentals are the hours of business, number of employees and space allowed for the business. Amenity standards would remain the same for either option.

| Home Business Option  | Pros   | Cons   |
|---|--|--|
| <p><b>Option 1:</b> Restrict hours of operation of home businesses to 7am – 7pm weekdays and 8am – 5pm Saturdays. Except where:</p> <ul style="list-style-type: none"> <li>• The entire activity is located within a building;</li> <li>• Each person engaged in the activity outside the above hours resides permanently on site; and</li> <li>• There are no visitors, customers or deliveries to the activity outside of the above hours</li> </ul> <p>Align Permitted Activity performance standards to reinforce limited scale of home businesses. This would include:</p> <ul style="list-style-type: none"> <li>• Specifically excluding activities which generate significant odour, dust or smoke</li> <li>• Specifying only 1 person not living at the residence could work in the home business</li> <li>• Limiting the number of light vehicle movements/day to 20 for the home business + residence and 4 heavy vehicle movements</li> <li>• Setting a maximum floor area for the business to operate of 60m<sup>2</sup></li> <li>• Requiring that no external storage be visible from any neighbouring residence or public place</li> <li>• Maximum of 1 heavy vehicle stored on site</li> <li>• Max 10 lux spill (horizontal and vertical) to adjoining residential property</li> <li>• Noise limits from the activity for residential zone 55dBA during the 7am – 7pm weekdays and 8am – 5pm Saturdays</li> </ul> | <p>Keeps the primacy of residential areas for residential purposes.</p> <p>Ensures that most business activity is located in business zoned areas.</p> <p>This option is similar to the current approach in Grey and Westland Districts.</p> | <p>Doesn't recognise that many businesses can operate with low impact on residential amenity.</p> <p>This option is more restrictive than the current approach in Buller District.</p> |

| <b>Home Business Option</b>  | <b>Pros</b>   | <b>Cons</b>  |
|--|---|--|
| <p>period, 45 dBA at all other times</p> <p>Discretionary Activity if Performance Standards not met</p> <p>Commercial Activities other than Home Businesses and Industrial Activities Non Complying Activities</p>   |   |  |
| <p><b>Option 2:</b> Allow for more flexibility in hours of operation of home businesses –</p> <ul style="list-style-type: none"> <li>• 7am – 10pm Weekdays</li> <li>• 8am – 8pm Weekends and Public Holidays.</li> <li>• Exceptions as for Option 1</li> </ul> <p>Performance standards as for option 1 except</p> <ul style="list-style-type: none"> <li>• Allowing for up to 3 people not resident in the home to work in the home business</li> <li>• Maximum floor area for the business to operate of 250m<sup>2</sup></li> </ul> <p>Discretionary Activity if Performance Standards not met</p> <p>Commercial Activities other than Home Businesses and Industrial Activities Non Complying Activities</p> | <p>Retains the core amenity and character values of residential areas while allowing for flexibility for home businesses to establish and grow.</p> <p>The tight performance standards mean that it would be predominantly office based and in home service businesses that met the performance standards.</p> <p>Will support “start up” businesses that would struggle to go straight into a commercial area with the associated costs.</p> <p>This option is similar to the current approach in Buller District.</p> | <p>May mean that some businesses choose to locate in residential rather than commercial areas.</p> |

### Visitor Accommodation

13. This is becoming increasingly popular to be located in residential areas. When the current district plans were written, most visitor accommodation was traditional hotels and motels, and the residential zones do not provide for this. However, since that time, homestay hosted BnB type accommodation, and unhosted holiday home rentals have become very popular. This has been identified as an issue for all three districts and direction on how to manage these activities in residential areas is sought. Under current district plans unhosted holiday rentals require a Discretionary Activity resource consent – although there have been compliance issues around this as the consent requirement is not very explicit in the Plans.
14. Based on the discussion with the Committee at the April meeting, three options are proposed for the Committee to consider around how visitor accommodation should be managed. Further detail is provided in the table below on the differences. The main fundamentals are whether the accommodation is in home/hosted or unhosted, the number of visitors and the number of days the property is occupied. Amenity standards would remain the same for either option.

| <b>Visitor Accommodation Option</b>  | <b>Pros</b>  | <b>Cons</b>  |
|--|--|--|
| <p><b>Option 1:</b> Allow only for hosted accommodation (homestay) as a Permitted Activity – subject to meeting all other residential activity performance standards.</p> <ul style="list-style-type: none"> <li>• Limiting the number of light vehicle</li> </ul> | <p>Keeps the primacy of residential areas for residential purposes.</p> <p>Retains rental accommodation focus on</p> | <p>Little flexibility for homeowners if their circumstances change and they want to retain their dwelling but need to move</p> |

| Visitor Accommodation Option   | Pros   | Cons  |
|--|--|---|
| <p>movements/day to 20 for the visitor accommodation + residence and <b>no</b> heavy vehicle movements</p> <ul style="list-style-type: none"> <li>• Requiring that no external storage be visible from any neighbouring residence or public place</li> <li>• Glare - Max 10 lux spill (horizontal and vertical) to adjoining residential property</li> <li>• Noise limits from the activity for residential zone 55dBA during the 7am – 7pm weekdays and 8am – 5pm Saturdays period, 45 dBA at all other times</li> </ul> <p>Discretionary Activity resource consent for unhosted accommodation</p> <p>Non complying activity where the following performance standards are not met</p> <ul style="list-style-type: none"> <li>• Noise limits</li> <li>• Glare</li> <li>• Parking standards</li> </ul> | <p>residential rather than visitor population.</p> <p>This option is similar to the Status Quo in all three districts.</p>   | <p>towns for work. This has been identified as a particular concern in Westport with the changes in mining activity.</p> <p>May not provide sufficiently for visitor accommodation needs on the coast – rigorous resource consent is a substantial barrier to small scale accommodation developing.</p> |
| <p><b>Option 2:</b> Allow for hosted accommodation as a Permitted Activity. [subject to Performance Standards as for Option 1]</p> <p>Identify residential areas (e.g. by arterial roads) where unhosted visitor accommodation may be appropriate subject to a Restricted Discretionary resource consent.</p> <p>Examples of potential locations – Hokitika SH6 from Seaview to CBD, Greymouth SH6 from Brunner St to Raleigh St</p> <p>Non complying activity where the following performance standards are not met</p> <ul style="list-style-type: none"> <li>• Noise limits</li> <li>• Glare</li> <li>• Parking standards</li> </ul>  | <p>Keeps the primacy of residential areas for residential purposes.</p> <p>Creates greater certainty around where unhosted visitor accommodation is more acceptable.</p>   | <p>Little flexibility for homeowners outside of identified “visitor accommodation precincts” if their circumstances change and they want to retain their dwelling but need to move towns for work.</p>  |
| <p><b>Option 3:</b> Allow for hosted and unhosted accommodation as a Permitted Activity. [subject to Performance Standards as for Option 1].</p> <p>Additional Performance Standards for unhosted accommodation:</p> <ul style="list-style-type: none"> <li>• Maximum of 10 persons in the accommodation</li> <li>• All parking requirements for accommodation are met on site</li> <li>• Maximum number of days used for rental accommodation = 90/calendar year</li> </ul> <p>Discretionary Activity resource consent for unhosted accommodation not meeting</p>   | <p>Retains the core amenity and character values of residential areas while allowing flexibility of tenancy.</p> <p>Enables any increasing demand for visitor accommodation to be met more quickly. Flexibility of land use means that if visitor numbers drop these dwellings could move back into the rental market.</p> | <p>Could lead to some areas where unhosted accommodation affects the long term rental market and housing availability. This is already a concern in Hokitika.</p>   |

| Visitor Accommodation Option  | Pros | Cons |
|---|------|------|
| Permitted Activity standards<br>Non complying activity where the following performance standards are not met <ul style="list-style-type: none"> <li>Noise limits</li> <li>Glare</li> <li>Parking standards</li> </ul> |      |      |

### Community facilities

15. Community facilities such as churches, marae, fire stations and emergency evacuation centres are already established within residential areas. Apart from fire stations in Grey District (which are Permitted), the current District Plans are silent on these, and a Discretionary (Grey)– or Non Complying (Westland, Buller) resource consent is generally required. Some low key community facilities could operate within residential area with low impacts on amenity and character, and this can be of benefit to that local community.
16. Based on the discussion with the Committee at the April meeting, two options are proposed for the Committee to consider around how community facilities should be managed. Further detail is provided in the table below on the differences.

| Community Facility Option   | Pros  | Cons  |
|---|---|---|
| <p><b>Option 1:</b> Allow community facilities within residential areas subject to restrictive performance standards. [few community facilities are likely to meet these standards]</p> <ul style="list-style-type: none"> <li>Limiting the number of light vehicle movements/day to 20 for the activity</li> <li>Requiring that no external storage be visible from any neighbouring residence or public place</li> <li>Glare - Max 10 lux spill (horizontal and vertical) to adjoining residential property</li> <li>Noise limits from the activity for residential zone 55dBA during the 7am – 7pm weekdays and 8am – 5pm Saturdays period, 45 dBA at all other times</li> <li>Require all parking standards to be met on site</li> </ul> <p>Discretionary Activity where performance standards are not met (almost all discretionary activities).</p> | <p>Keeps the primacy of residential areas for residential purposes.</p> <p>Similar to the current approach except that Grey allows Fire stations as permitted activities.</p> | <p>Doesn't recognise the positive impact of community facilities being close to the communities they serve.</p> |
| <p><b>Option 2:</b> Allow for some specific community facilities as a Permitted Activity and the rest as Restricted Discretionary Activities.</p> <p>Potential Permitted Activities:</p>  | <p>Retains the core amenity and character values of residential areas while allowing for community facilities to locate close to the communities they</p>                     | <p>May have some impacts on noise and traffic generation within the area.</p>                                   |

| Community Facility Option  | Pros   | Cons |
|--|--------|------|
| <ul style="list-style-type: none"> <li>• Supported residential care max 6 residents</li> <li>• Educational facilities – max 4 children &amp; hours of operation 7am-7pm weekdays</li> <li>• Home based education and care service</li> </ul> <p>Performance standards:</p> <ul style="list-style-type: none"> <li>• Requiring that no external storage be visible from any neighbouring residence or public place</li> <li>• Glare - Max 10 lux spill (horizontal and vertical) to adjoining residential property</li> <li>• Noise limits from the activity for residential zone 55dBA during the 7am – 7pm weekdays and 8am – 5pm Saturdays period, 45 dBA at all other times</li> <li>• Require all parking standards to be met on site</li> </ul> <p>Potential Restricted Discretionary Activities</p> <ul style="list-style-type: none"> <li>• All other community facilities</li> </ul> | serve. |      |

### NEXT STEPS

17. This report seeks an indication of preferred option from the Committee for each type of non residential activity. Such preferences could include different approaches being taken in the different districts should there be a view that, for example, visitor accommodation should be managed differently in Westland and Buller.
18. From the direction given, draft rules for the residential zones will be developed and these will be brought to the Committee later in the year for discussion.

### RECOMMENDATIONS

3. That the Committee receive the report
4. That the Committee identify its preferred option in relation to each of Home Business, Visitor Accommodation and Community facilities within the Residential zones.



Prepared for: Te Tai o Poutini Plan Committee  
Prepared by: Lois Easton, Principal Planner  
Date: 28 May 2020  
Subject: **Technical Update – Plan Layout**

---

## **SUMMARY**

This report updates the Committee on the layout of Te Tai o Poutini Plan. Because the Plan is being prepared under the National Planning Standards, most aspects of the layout is prescribed in the standard. It will also be an e-plan and is being developed on line with software called Isovist. Examples of other district plans which have already been developed as e-plans are given, so that the Committee can see how the final plan will appear.

The report outlines the mandatory content for the Plan and also identifies what content is discretionary. Because the discretionary content has no statutory weight and is unable to be considered in resource consent or appeals processes, staff recommend that it be kept to a minimum.

## **RECOMMENDATIONS**

1. That the information be received
2. That the Committee provide feedback with regard to the Plan layout and in particular:
  - a. Whether there are additional matters which should be included within the Strategic Direction section
  - b. What, if any, optional provisions the Committee would like to see in the Plan.

Lois Easton

**Principal Planner**

## INTRODUCTION

1. This report updates the Committee on the layout of Te Tai o Poutini Plan. Because the Plan is being prepared under the National Planning Standards (the Standards) a number of elements are fixed and we are required to implement them.
2. These include:
  - The names of the chapters
  - The numbering of objectives, policies and rules
  - The types and names of the zones
  - Where different matters are located in the Plan
  - The colours on the planning maps
  - The format of the planning maps
  - Some specific definitions
  - The requirement that the Plan be an E-plan.
3. Te Tai o Poutini Plan will look very different to any of the three current district plans. That is because the current district plans include a lot of descriptive information which has no statutory role. There is very little provision in the National Planning Standards for this type of content, recognising that it is not a legal part of the Plan. Instead the provisions are focussed around the content which has statutory effect – principally the Objectives, Policies and Rules.
4. Alongside this there are some discretionary matters, and this report outlines the proposed approach to these.

## Overview of Content of the Plan

5. As outlined in previous reports, the Standards are very prescriptive as to format and content of the Plan. Appendix 1 shows the table of contents for the Plan.
6. It is proposed that the Plan Chapters and Section titles be dual language (Māori/English). Ngāi Tahu translators are currently assisting with the translations.
7. The Standards are very prescriptive about what chapters and sections are allowed in the Plan – they do not provide for any additional chapters or sections, although chapters can have subsections where this helps organise related provisions.
8. The Plan in will be laid out in 4 broad sections as follow.

### **Part 1: Introduction and General Provisions**

9. This introductory part of the Plan will include a mihi, an outline of the purpose of the Plan, a description of the districts, definitions, glossary, abbreviations and a summary of the key National Direction.
10. The only section of part 1 which can contain statutory provisions (e.g. Objectives and Policies) is the Poutini Ngāi Tahu Chapter.

### **Part 2: District Wide Matters**

11. This part of the Plan contains a number of critical direction setting and overarching provisions.
12. The Standards require a Strategic Direction Section, and that Urban Form and Development be a matter addressed within this section. It is proposed that for Te Tai o Poutini Plan there be other Strategic Direction chapters within this section as follow:
  - Mineral Extraction [this is the subject of another paper on this agenda] – this section would have Issues, Objectives and Policies and provide an overall framework for the management of this important economic activity for the West Coast.
  - Natural Heritage - this section would have Issues and Objectives and provide an overall framework and context for the management of the key natural resources of vegetation, habitat, landscape and natural character, with the detailed provisions provided in the relevant chapter of the natural environment section of the Plan.
  - Resilience to Natural Hazards – this section would have Issues and Objectives and set the overall strategic approach to managing natural hazards across



the Plan provisions and Zones. Specific provisions for natural hazards will be found in the Natural Hazards and Coastal Environment Chapters.

- Tourism – this section would have Issues, Objectives and Policies and provide an overall framework for the management of this important economic activity for the West Coast.
- Urban Form and Development – this chapter will contain Issues and an Objective, which have already been discussed by the Committee at the January 2020 meeting.

**13. Feedback is sought from the Committee as to whether there are additional matters that should be included within the Strategic Direction section of the Plan.**

14. The rest of the chapters in this section are dictated by the standards.
15. There is an Energy, Infrastructure and Transport section of the Plan. There are options for individual chapters and it is proposed to have an Infrastructure Chapter (which includes Energy) and a separate Transport Chapter. Each chapter will include Objectives, Policies and Rules. The Objectives and Policies for the Infrastructure Chapter are the subject of a separate paper on this agenda.
16. The Standards require a Hazards and Risks section of the Plan. There is a required chapter on Natural Hazards – but matters in relation to coastal natural hazards must be included in the Coastal Environment Chapter further down in the Plan. While in the opinion of staff this is not ideal, because of the e-plan technology it will be possible to have links and cross references from the Natural Hazards Chapter to the Coastal Environment Chapter to facilitate ease of use. Hazardous Substances and Contaminated Land are the other two chapters in this section of the Plan.
17. A Historical and Cultural Values section of the Plan is required. This requires separate chapters for Historic Heritage, Notable Trees and Sites and Areas of Significance to Māori.
18. A Natural Environment section of the Plan is required. This includes separate chapters for Ecosystems and Indigenous Biodiversity, Natural Character, Natural Features and Landscapes and Public Access. There is some flexibility to combine chapters in this section with provisions around Coastal Natural Character and Coastal Landscapes able to be located in the Coastal Environment Chapter later in the Plan. The e-plan cross referencing provisions will also be important for this section.
19. The Standards require a Subdivision Section and it is proposed to include the chapters around Esplanade Reserves and Strips and Financial Contributions within this section as well.
20. The Standards require a General District Wide Matters section. This will include chapters on Activities on the Surface of Water, Coastal Environment, Earthworks, Light, Noise, Signs and Temporary Activities. Any other general district wide matters are also able to be included as chapters in this section.

**Part 3: Area Based Provisions**

21. This section will contain all the specific provisions for the different zones. The names and number of zones are tightly specified within the Standards. There is very limited ability to add any additional zones to those specified. Open Space Zones have not been used on the West Coast before and will be the subject of a specific paper for the Committee in the next few meetings. Another paper will be brought to the Committee outlining the approach to Special Zones – although one of these (the Stockton Mine Special Zone) is discussed in the Mineral Extraction paper also on this agenda.
22. This section is where provisions for any Precincts will also be included. This includes Multi-Zone Precincts. One such Multi-Zone Precinct is proposed to cover mining and quarrying activities in the Rural and Open Space zones and is discussed in the Mineral Extraction paper also on this agenda.
23. Development Areas is a chapter providing for structure plans and other future development sites. At this stage it is not known if it is a chapter which will be

needed, but will contain, for example, plans developed by the district councils for the layout of any areas identified for future urban development.

24. Designations are the final chapter in this section. Detailed information on each designation, and its purpose is required from each Requiring Authority, for inclusion in this part of the Plan. At this stage letters have gone out seeking that information, but it is not due back for inclusion in the draft Plan until mid-2021.

#### **Part 4: Appendices and Maps**

25. There is reasonable discretion about what information is able to be included within the Appendices. Maps must be developed to a very prescribed standard.

#### **How will the Plan Look?**

26. As outlined in the introduction how the Plan will look is very fixed because of the Standards and also the limitations of the e-planning software. For example there is no discretion on fonts, font size and most aspects of layout. The exception is colour and this will be used to help group like provisions. The e-plan format allows for a lot of cross links and things like instant definitions (by hovering the mouse over a word) which should help with Plan interpretation.
27. One of the key concerns for Council staff is that many users may still want to be able to print the plan – or at least the relevant sections for a particular area. Staff will be thinking about this carefully in the way that any discretionary matters of layout are used to make it as easy as possible to print in parts.
28. Staff have started entering provisions into the e-planning software, and are intending that in future we will present draft Plan options to the Committee in that format. In the meantime however Appendix 2 gives some screen shots of what e-plan provisions look like. Interested Committee members can find examples of other e-plans on the same software at the following web links.

Far North Draft District Plan: <https://farnorth.isoplan.co.nz/eplan/#Rules/0/0/0/0>

New Plymouth District Plan: <https://districtplan.npdc.govt.nz/eplan/#Rules/0/16/1/0>

Porirua Draft District Plan:  
<https://eplan.porirua.govt.nz/districtplan/#Rules/0/0/0/0>

#### **Optional Content**

29. As discussed in the Introduction section of this report, first generation RMA plans such as the three West Coast district plans, contain a lot of content that is not required in an RMA Plan. Examples of this, as well as descriptive material are:
- Significant Resource Management Issues (these are only Required in Regional Policy Statements)
  - Principal Reasons for measures (these are only Required in Regional Policy Statements)
  - Anticipated environmental results anticipated from implementation of the policies and methods (these are only Required in Regional Policy Statements)
  - Procedures used to monitor the efficiency and effectiveness of the policies and methods (these are only Required in Regional Policy Statements)
  - Processes for dealing with cross boundary issues (these are only Required in Regional Policy Statements)
  - Information to be included within an application for a resource consent (these are optional in all RMA Policy Statements and Plans)
  - Explanations (these are not specified or provided for in the RMA)
30. Staff are recommending that this optional content is not included within the Plan. That is because it has no statutory weight and it can confuse people by its inclusion. It is the staff view that Objectives and Policies should be able to stand on their own without explanation – and indeed when they are used in the Resource Consent or Environment Court process that is how they are used.

31. Staff also note that modern plans generally are less likely to include this optional content – recognising that it can clutter up the Plan, and is not actually able to be used in implementation. However if they are to be included, the National Planning Standards prescribe locations in each chapter for:
  - Significant resource management issues (if stated) – note no separate chapter is provided for these
  - Principal Reasons (if used)
  - Anticipated environmental results (if used)
32. 31. Other discretionary information can be inserted inside the Introduction section, or as an Appendix.

## **RECOMMENDATIONS**

1. That the information be received
2. That the Committee provide feedback with regard to the Plan layout and in particular:
  - a. Whether there are additional matters which should be included within the Strategic Direction section
  - b. What, if any, optional provisions the Committee would like to see in the Plan.

## **Appendix One: Table of Contents Te Tai o Poutini Plan**

### **PART 1 INTRODUCTION AND GENERAL PROVISIONS**

#### INTRODUCTION

- Mihi
- Contents
- Purpose
- Description of the district

#### HOW THE PLAN WORKS

- Statutory context
- General approach
- Cross boundary matters
- Relationships between spatial layers

#### INTERPRETATION

- Definitions
- Abbreviations
- Glossary

#### NATIONAL DIRECTION INSTRUMENTS

- National policy statements and New Zealand Coastal Policy Statement
- National environmental standards
- Regulations
- Water conservation orders

#### MANA WHENUA

- Poutini Ngāi Tahu

### **PART 2 DISTRICT WIDE MATTERS**

#### STRATEGIC DIRECTION

- Mineral Extraction
- Resilience to Natural Hazards
- Natural Heritage
- Tourism
- Urban form and development

#### ENERGY, INFRASTRUCTURE, AND TRANSPORT

- Infrastructure
- Transport

#### HAZARDS AND RISKS

- Contaminated land
- Hazardous substances
- Natural Hazards

#### HISTORICAL AND CULTURAL VALUES

- Historical heritage
- Notable trees
- Sites and areas of significance to Māori

#### NATURAL ENVIRONMENT VALUES

- Ecosystems and indigenous biodiversity
- Natural Character
- Natural features and landscapes
- Public access

#### SUBDIVISION

- Esplanade Reserves and Strips
- Financial Contributions

Subdivision

**GENERAL DISTRICT-WIDE MATTERS**

Activities on the surface of water

Coastal environment

Earthworks

Light

Noise

Signs

Temporary activities

Other District Wide Matters

**PART 3 AREA SPECIFIC MATTERS**

**Zones**

Commercial and Mixed use zones

Industrial Zones

Open Space and Recreation Zones

Residential Zones:

Rural Zones

Special Purpose Zones

**Precincts (Multi Zone)**

**Development Areas**

**Designations**

**Appendices**

## Appendix Two: Example of an E-Plan Layout

### Porirua District Plan

#### General residential zone

##### Introduction

The General Residential Zone encompasses the majority of the existing developed areas where people live in the City and areas identified for future residential development. The residential villages that make up the General Residential Zone have a strong open space framework and have generally developed as spacious living environments characterised by a low to medium density and a strong presence of trees and vegetation. Residential neighbourhoods are internally well connected by roads, pedestrian paths and cycle routes, and these also help connect people to the City's open space and recreational areas.

The Zone objectives, policies and rules provide the framework for managing the effects of development and ensuring that residential [amenity values](#) and the quality of the built [environment](#) are maintained and enhanced. They also provide for a range of housing types to meet the diverse needs of the community in the form of standalone houses, semi-detached housing, residential conversions and minor residential units.

[Home business](#), retirement villages and other health and wellbeing activities that support the social and economic health and wellbeing of the community may also occur in the Zone where these are compatible with residential [amenity values](#). Non-residential activities that are incompatible with residential [amenity values](#), or which are more appropriately located within the [City Centre Zone](#), [Mixed Use Zone](#), [General Industrial Zone](#), the [Local Centre Zone](#) or the [Neighbourhood Centre Zone](#) are discouraged.

##### Objective

###### GRZ-O1 Purpose of the General Residential Zone

The General Residential Zone primarily provides for residential activities in a range of [residential unit](#) types and sizes as well as non-residential activities where these are compatible with the character and qualities of the Zone and support the health and wellbeing of people and communities.

##### Policies

###### GRZ-P1 Residential activities

Enable residential activities and a diverse range of [residential unit](#) types and sizes where these are compatible with the built form and character anticipated in the General Residential Zone.

###### GRZ-P2 Minor residential units

Only allow minor residential units where they are of an ancillary scale and form to the principal [residential unit](#) on the same [site](#).

##### Rules

Note: There may be a number of Plan provisions that apply to an activity, [building](#) or [structure](#) and [site](#). In some cases, consent may be required under rules in this Chapter as well as rules in other Chapters in the Plan. In those cases, unless otherwise specifically stated in a rule, consent is required under each of those identified rules. Details of the steps Plan users should take to determine the status of an activity is provided in [General Approach](#).

###### GRZ-R1 Residential activities

###### GRZ-R2 Residential units

Activity Status: PER

Activity status where compliance not achieved: n/a

Where:

1. No more than two residential units occupy the [site](#).

###### GRZ-R3 Minor residential unit

Activity Status: PER

Activity status where compliance not achieved: DIS

Where:

1. No more than one [minor residential unit](#) occupies the [site](#).
2. The [minor residential unit](#) does not exceed a [gross floor area](#) of 50m<sup>2</sup>.

Where:

1. Compliance is not achieved with GRZ-R3-1 or GRZ-R3-2.

|   |  |  |
|---|--|--|
| <b>GRZ-R12</b>  | <b>Emergency services facility</b>                                   |  |
| Activity Status: RDIS   |  | Activity status where compliance not achieved: n/a |
| Matters of discretion are restricted to:<br>1. The matters in <a href="#">GRZ-P3</a>  |  |  |
| Notification rule <a href="#">GRZ-N1</a> applies  |  |  |
| <b>GRZ-R13</b>  | <b>Community facility except Hospitals and Healthcare activities</b> |  |
| Activity Status: RDIS   |  | Activity status where compliance not achieved: n/a |
| Matters over which discretion is restricted:<br>1. The matters in <a href="#">GRZ-P3</a>  |  |  |
| For Healthcare activities and <a href="#">Hospitals</a> , <a href="#">GRZ-R15</a> or <a href="#">GRZ-R21</a> apply.                                 |  |  |
| <b>GRZ-R14</b>  | <b>Retirement villages</b>   |  |
| Activity Status: RDIS   |  | Activity status where compliance not achieved: n/a |
| Matters of discretion are restricted to:<br>1. The matters in <a href="#">GRZ-P6</a> .  |  |  |
| <b>GRZ-R16</b>  | <b>Multi-unit housing</b>  |  |
| Activity Status: DIS  |  | Activity status where compliance not achieved: n/a |
| <b>GRZ-R17</b>  | <b>Commercial activities</b>   |  |
| Activity Status: DIS  |  | Activity status where compliance not achieved: n/a |
| <b>GRZ-R18</b>  | <b>All other activities</b>  |  |
| Activity Status: DIS  |  | Activity status where compliance not achieved: n/a |
| Where:<br>1. The activity is not otherwise listed as a permitted activity, controlled activity, restricted discretionary activity or non-complying. |  |  |
| <b>GRZ-R19</b>  | <b>Industrial activities</b>   |  |
| Activity Status: NC   |  | Activity status where compliance not achieved: n/a |
| <b>GRZ-R20</b>  | <b>Rural industries</b>  |  |
| Activity Status: NC   |  | Activity status where compliance not achieved: n/a |
| <b>GRZ-R21</b>  | <b>Hospital</b>  |  |
| Activity Status: NC   |  | Activity status where compliance not achieved: n/a |
| <b>GRZ-R22</b>  | <b>Primary production</b>  |  |
| Activity Status: NC   |  | Activity status where compliance not achieved: n/a |