



# Project Manager Update

**1 March 2022 – 31 March 2022**

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Date Prepared: **31 March 2022**

## Accomplishments this Period

- March was a month largely focussed on feedback to the Exposure Draft. The feedback period closed on 11 March. Written responses were received from 236 separate individuals and entities, and 175 spoke to the Planning Team at meetings and drop-in sessions over a 2 week period.
- All written feedback is available to Committee members on Teams.
- The Senior Planner did an amazing job running the drop-in sessions and meetings. Thank you to Committee members and council planners who supported her at a number of the venues.
- There was one incident of concern that highlighted the need for us all to look out for the safety of the Planning Team and Committee members. Please show your support by attending future consultation on the draft and proposed Plans.
- Final research and development of the Coastal and Land Instability Hazards draft provisions happened in March. This included TTPP Technical Advisory Team input, plus a presentation and discussion with the four councils' elected officials and iwi representatives.
- The Coastal and Land Instability Hazards Draft document was presented at the 29 March Committee meeting for final approval to take out for community feedback. Changes were made to the final documents after Committee input.
- The feedback period for this document will be 4-22 April. Hard copies of the document will be available at 18 venues across the districts and meetings will be held at high risk coastal communities.
- The itinerary for this final round of consultation on the draft provisions is presented below. Committee members are encouraged to attend meetings in their district.

**Commented [JA1]:** Were. You can say they were well attended.

Date	Time	Venue
Monday 11 April	8.00 - 9.30am	Haast – Haast Hotel
Monday 11 April	11.00 -12.00	Mahi Tahi - Te Tauraka Waka a Maui Marae
Monday 11 April	2.30 - 4.00pm	Okarito - Donovan's Store
Monday 11 April	6.00 – 7.30pm	Hokitika – Westland RSA 22 Sewell St
Tuesday 12 April	12.00 -1.30pm	Punakaiki - Paparoa National Park Visitor Centre Workshop
Tuesday 12 April	5.30 -7.00pm	Greymouth – GDC Chambers

Wednesday 13 April	12.00 – 2.00pm	Granity/Ngakawau – Ngakawau Hall
Thurs 14 April	5.30 -7.30pm	Franz Josef – St John’s Meeting Room

- A report from this consultation will be brought to the Committee’s May meeting.
- Further work will be undertaken on Westport-specific provisions, to be presented to the community at a later date.
- Advertising about the Coastal and Land Instability Draft Document, where to access it, and details of the drop-in sessions and meetings will be placed in the four main newspapers and in Northern Buller Bay. Posters will also be displayed at sites throughout the region.
- Some communities have asked for additional meetings on the draft provisions. Due to the tight timeframe for notification prior to the local body elections, any further consultation would be limited.
- Work on a number of chapters for the Section 32 report continued. The Joint Committee is required to undertake an evaluation of any Proposed TTPP provision before notifying those provisions. The s32 evaluation report provides the reasoning and rationale for the proposed provisions and should be read in conjunction with those provisions, with the degree of detail of the assessment correlating to the scale and significance of the anticipated effect of the provisions (s32(1)(C)).
- Our landscape contractor Stephen Brown, has completed his field assessment and provided an early draft of his report for planner comment.
- This year has been an exceptionally busy one for the Planning Team, requiring input from a consultant planner to review plan integration and consistency. Further planning help is likely to be needed prior to notifying the Proposed Plan.
- The 29 April Committee meeting will be via Zoom at this stage, but I will ascertain Westland District Council Covid policy closer to the time, and arrange an in-person meeting if possible. The meeting will include detailed discussion on more than minor feedback, its implications and recommendations.
- Covid Update – Meetings will occur in person whenever possible.

#### Plans for Next Period

- Drop-in sessions and meetings for the Coastal and Land Instability Draft Document
- Peer review of plan integration and consistency
- Peer review of natural hazards provisions
- Writing chapters for the Section 32 Cost Benefit Analysis to accompany the Proposed Plan in July
- Updating WCRC Resource Management Committee
- TTPPC meeting by Zoom and possibly at WDC on Friday 29 April at 9.45am.

#### Key Issues, Risks & Concerns

Item	Action/Resolution	Responsible	Completion Date
Not getting key stakeholder buy-in	Contact and meet with them individually. Plan stakeholder workshops and on-going engagement process	Project Manager	Ongoing
Not producing a proposed plan in a timely manner	Set achievable milestones and monitor/report progress. Identify additional expertise and/or capacity	Project Manager Planning Team	30 June 2022
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 TTPP Committee CE WCRC	Annually Jan/Feb

Item	Action/Resolution	Responsible	Completion Date
Changes to national legislation	Planning team keep selves, Committee and Community updated on changes to legislation and the implications for TTPP	Project Manager Planning Team	Ongoing
Staff safety at public consultation	Committee members to proactively address & redirect aggressive behavior towards staff	TTPP Committee	Ongoing
National emergencies such as Covid-19 lock down	Staff and Committee ensure personal safety and continue to work remotely as able. Work with contractors to expedite work.	Project Manager TTPP Committee	Ongoing
Committee delay or reduce scope of required research	Committee ensure timely research is enabled	TTPP Committee	Ongoing
Time and Cost of Appeals Process	Realistic budget set for best case costs. Awareness that contentious issues such as SNAs, natural hazards, mineral extraction and landscape provisions could see an extended appeals process, increasing costs to reach operative plan status	TTPP Committee TTPP Steering Group Project Manager	Ongoing
Fast track budget insufficient to meet new timing for Proposed Plan notification by 14 July 2022	Project Manager to report monthly on whether anticipated expenditure for the remainder of the period is on track to be met by the allocated budget	Project Manager TTPP Committee	31 July 2022
Insufficient capacity for council and iwi technical staff to input fully into Draft and Proposed Plans	Planning Team provide outline of needs for technical input. TTPP Steering Group determine best delivery of technical services	Project Manager TTPP Steering Group	30 June 2022
Unable to meet 14 July 2022 notification date	Keep Committee informed of delays and investigate mitigation options	Project Manager TTPP Steering Group	31 July 2022
Risk of confidential, unverified or draft information being made public, negatively impacting development of TTPP (financially and/or time line) along with the outcomes for the West Coast	Ensure Committee members adhere to Standing Orders	Committee Chair	Ongoing
TTPP staff undeliverable work load to July 2022	Support current staff and consider contracting additional staff if required to meet timeframes	Project Manager TTPP Committee	14 July 2022

#### Status

<b>Overall</b>	
Schedule	Work programme revised and achieving on schedule, but capacity of researchers to deliver to earlier timeframe uncertain
Resources	Staff capacity stretched under fast track
Scope	Deliver efficient, effective and consistent Te Tai o Poutini Plan

#### Schedule

Stage	Target Completion	Revised Fast Track Completion	Comments
Complete project initiation documentation	30-Apr-19	19-July-2019	TTPPC approved
Identify and contact key stakeholders	03-May-19	Ongoing	Connection made with all key stakeholders and started a second round of contact with other interested parties
Contract senior planning	01-Aug-19	29-July-2019	Contract in place 29/7/19 -30/6/20

Stage	Target Completion	Revised Fast Track Completion	Comments
consultant			
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 Nov- 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 Aug-2019	Presented at August 2019 TTPPC meeting
Hold key stakeholder workshop for Settlements section	28-Feb-20	23 Oct and 21 Nov 2019	Greymouth and Hokitika, then Westport
Hold Community information meetings	31-Mar-20	16-27 Mar 20 and 24-22 Sep 2020	Roadshow in March 2020 and opportunities to coincide with council-community meetings and local events Outcome of Roadshow to be presented to May TTPPC meeting
Hold key stakeholder workshops for Infrastructure section	30-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	31-May-20	For presentation to May TTPPC meeting
Workshop discussion with environmental interests re biodiversity provisions	30-Jul-20	31-Aug-20	Delayed due to Covid-19 Lockdown
Draft Provisions (Issues, Objectives, Policy and Rules) for Rural Zones and Settlement Zones developed	31 – Aug-20	31-Aug-20	For presentation to August TTPPC meeting
Hold key stakeholder workshops for mining and extractive industries	31-Aug-20	31-Jul-20	Due to work programme changes during Covid-19 lockdown
Historic Heritage Workshops	31-Aug-20	31-Aug-20	
Conclude TTPC Roadshow	30 –Sep-20	30-Sep-20	Postponed due to COVID-19
Workshop with agricultural interests re biodiversity provisions	30-Oct-20	28 October 2020	
On Hold - Contact with landowners re SNA assessment, landowner meetings			To discuss potential SNAs and seek permission if we do field assessments.
On Hold - Field work for SNA assessments			Begin with drive-by evaluation prior to possible property assessment at owner invitation
Zoning changes proposed	31-Dec-21	30 September 2021	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 September 2021	Targeted consultation with stakeholders on draft provisions with the aim of addressing concerns at this more informal stage
Iwi review of draft Te Tai o Poutini Plan	30-July-22	20 November 2021	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	16 December 2021	A draft Plan will not have legal status, but will show all the cumulative decisions of the Committee
Consultation on “Draft” Te Tai o Poutini Plan	Oct-22	11 March 2022	Targeted consultation – industry and interest groups meetings. Draft Plan also available for wider community feedback, and community drop-in sessions. Note that while we will be seeking feedback on the “Draft” Plan, some

Stage	Target Completion	Revised Fast Track Completion	Comments
			work will still be being undertaken and would feed into the final "Proposed Plan", not this pre-notification draft.
Further Natural Hazards Consultation	22-Apr-22	22-Apr-22	Consultation document and drop-in sessions on Coastal Hazards and Land Instability hazard provisions.
Amendment of "Draft" Plan to "Proposed Plan" provisions	30-Nov-22	21 June 2022	Feedback to Committee on results of Exposure Draft consultation, any legal opinions on contentious provisions and final decisions.
Notify Te Tai o Poutini Plan	30-Aug-23	14 July 2022	This will be the " <b>Proposed</b> " Plan
Submissions on Te Tai o Poutini Plan	30-Oct-23	30 September 2022	40 working days for submissions is the legal requirement
Local Body Elections		October 2022	
Further Submissions	30-Feb-24	30 November 2022	Submissions must be summarised and published and then there is a 20 working day period for further submissions [this part of the process may no longer be required depending on RMA reform progress]
Hearings Te Tai o Poutini Plan	31-August-24	28 April 2023	Indicative time only
Decisions Te Tai o Poutini Plan	30-Sep-24	31 October 2023	Indicative time only
Appeal Period	30-June-25	30 November 2023	Indicative time only. Any parts of the Plan not appealed are completely operative from the end of the Appeal Period.
Ongoing Decision Making for TTPP	November 2025 onward	November 2023 onward	TTPPC is a permanent Committee. Once they have adopted the Plan their ongoing role includes monitoring implementation and the need for any amendments, and undertaking amendments and reviews, or ensuring these are undertaken, as required.
Appeals and Mediation Te Tai o Poutini Plan	Oct-25	April 2024	Indicative time only.
Environment or High Court [Fast Track Process]	2026	2024-2025	Indicative time only.



## Te Tai o Poutini PLAN

*A combined district plan for the West Coast*