



**MINUTES OF MEETING OF TE TAI O POUTINI PLAN COMMITTEE HELD AT WESTLAND DISTRICT COUNCIL CHAMBERS, 36 WELD STREET, HOKITIKA AT 9.00 AM ON 12 DECEMBER 2025**

**Present**

R. Williams (Chairman), Mayor T. Gibson (GDC), Mayor H. Lash (WDC) (left at 9.21 am), Mayor C. Russell (BDC), Cr A. Cassin (WCRC), Kaiwhakahaere P. Madgwick (Makaawhio) (joined at 9.20 am), Kaiwhakahaere F. Tumahai (Ngāti Waewae) (joined at 9.14 am), Cr L. Webb (BDC), Cr A. Gibson (GDC), Cr G. Maitland (WDC)

**In attendance**

Matt Smith (WCRC), Darryl Lew (WCRC), J. Armstrong (TTPP Project Manager), Joanne Soderlund (GDC), Carissa du Plessis (BDC), Olivia Anderson (WDC), Lois Easton (TTPP Principal Planner), Doug Bray (WCRC), Chu Zhao (WCRC).

**Welcome**

**Apologies**

Cr C. Smith (WCRC)

**Confirm minutes of the previous meeting 19 November 2025**

**Moved** (Chair Williams / Mayor Lash)

*That the minutes of the meeting held 19 November 2025 be amended as discussed and confirmed.*

*Carried*

**Matters arising from previous meetings**

None raised

**Verbal update on Appeals Received**

L. Easton noted that the appeals closed on Monday 8 December and that 36 appeals were received against the plan – 7 of them are in relation to specific zoning matters on particular properties, 6 of which are in relation to specific mapping matters on individual properties, and 23 of them are against specific objectives, policies and rules of the plan. She noted that Section 274 notices, to become a party to proceedings on appeals on the TTPP, are now being sought and these must be lodged with the Environment Court by 19 January 2026.

L. Easton noted that she will be producing a marked-up version of the Plan that shows which provisions are under appeal and which are now fully operative.



## **Report – Confirming TTPP Standing Orders and Code of Conduct**

J. Armstrong noted that each new Committee should confirm the Standing Orders and Code of Conduct following discussion and identification of potential changes. She noted that the report includes tracked changes versions of the Standing Orders and Code of Conduct which identify changes recommended by staff.

**Moved** (Mayor Gibson / Cr Cassin)

- 1. That the Committee receive the report.*
- 2. That the Committee discuss and approve updates to the TTPP Standing Orders and Code of Conduct to take effect from 12 December 2025.*

*Carried*

## **Report – Plan Change 1 - Application to Minister and Approval to Proceed to Draft the Plan Change**

L. Easton presented on the requirement for Minister for RMA reform approval of any plan change and requested approval to progress the plan change once MFE approval is gained. She outlined a number of matters including incorrect designations, the change of building coverage to site coverage, and provisions for natural hazard mitigation structures which have been identified for inclusion in the plan change with input sought from the Technical Advisory Team members from the three district councils.

L. Easton previously suggested updating the heritage schedule in plan change 1, including for items identified for de-listing due to poor descriptions of the extents of heritage items transferred over from district plans. This can now be addressed through a later plan change.

P. Madgwick asked for the list of heritage items identified by the heritage specialists and for information on the specialist's experience and qualifications.

L. Easton noted there are a few mapping errors, including incorrect zoning of some parks and reserves which can be fixed under Clause 16 of Schedule 1 of the RMA. However, zoning errors such as Future Urban Zone being erroneously identified in a range of locations cannot be rectified through the minor errors mechanism and will need to be addressed through a plan change.

**Moved** (Mayor Gibson / Cr Webb)

- 1. That the Committee receive the report.*
- 2. That staff be directed to seek the approval of the Minister for RMA Reform to proceed with Plan Change 1 (Inefficient or Unworkable Provisions) for Te Tai o Poutini Plan under the provisions of the Resource Management (Consenting and Other System Changes) Amendment Act 2025.*
- 3. That staff be directed, subject to approval to proceed from the Minister for RMA Reform, to draft Plan Change 1 (Inefficient or Unworkable Provisions), undertake the associated Section 32 analysis, and undertake iwi and stakeholder consultation with a view to proceeding with the Plan Change as soon as is practicable.*

*Carried*



### **Report – Further Minor Errors Corrections**

L. Easton noted that a series of minor errors were rectified on 12 November and this was reported to the 19 November meeting of the Committee. Further minor errors have been identified since that time and Committee approval to rectify these is sought. Changes to the plan will be made next week. A second minor errors correction public notice and updates on the TTPP website will be published.

**Moved** (Cr Cassin / Mayor Gibson)

1. *That the Committee receive the report*
2. *That the Committee resolves to approve the correction of minor errors and make changes of minor effect in accordance with Clause 16(2) of Schedule 1 of the RMA, as identified in the table within this report.*

*Carried*

### **Financial Report to 31 October 2025**

J. Armstrong noted that everything is tracking as anticipated. She provided further explanation of Table 2, and how the total income and expenditure to date was calculated.

D. Lew commented that he would like to know how much the appeals process is going to cost as a subtotal of Table 1 and be able to track start time and costs of plan changes.

**Moved** (Mayor Russell / Cr Webb)

1. *That the Committee receive the report*

*Carried*

### **Project Manager's Report**

Mrs Armstrong explained the work being undertaken by the TTPP Planning Team during the appeals period. She highlighted the number of queries and LGOIMAs that were received, and explained that one appellant had been sent a letter asking them to withdraw their appeal, as they had not made a valid submission on TTPP.

**Moved** (Chair Williams / Cr Gibson)

1. *That the Committee receive the report.*

*Carried*

Meeting ended at 10.03 am.



**Te Tai o Poutini**  
**PLAN**  
*A combined district plan for the West Coast*

**NEXT MEETING**

Chairman

March 4, 2026

Date

DRAFT