



Te Tai o Poutini Plan Committee Meeting

To be held in the Council Chambers, West Coast Regional Council
388 Main South Rd, Paroa

Friday 31 January 2020

AGENDA

10.00	Welcome and Apologies	Chair
10.05	Confirm previous minutes	Chair
10.10	Matters arising from previous meeting	Chair
10.15	Deed of Agreement	Chair
10.25	Project Manager Monthly Report	Project Manager
10.30	Budget Paper	Project Manager
10.40	2020/21 Budget Recommendation	Chair
11.00	Technical update-Urban Objectives and Policies	Principal Planner
11.40	Technical update-Proposed Urban Zones	Principal Planner
12.20	Lunch	
12.50	Natural Hazards and Te Tai o Poutini Plan	Principal Planner
1.30	Consultation Paper	Project Manager
1.40	Financial Report	CE WCRC
1.50	General Business	Chair
2.00	Meeting Ends	

Meeting Dates for 2020:

Tuesday 24 March (Buller District Council)
 Thursday 28 May (Grey District Council)
 Thursday 30 July (West Coast Regional Council)
 Thursday 27 August (Westland District Council)
 Thursday 24 September (Buller District Council)
 Thursday 29 October (Grey District Council)
 Thursday 26 November (West Coast Regional Council)
 Wednesday 14 December (Westland District Council)

THE WEST COAST REGIONAL COUNCIL

MINUTES OF MEETING OF THE TE TAI O POUTINI PLAN COMMITTEE HELD ON 19 DECEMBER 2019, AT THE OFFICES OF THE WEST COAST REGIONAL COUNCIL, 388 MAIN SOUTH ROAD, PAROA, GREYMOOUTH COMMENCING AT 12.00 P.M.

PRESENT:

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

IN ATTENDANCE:

J. Armstrong (Project Manager), L. Easton, E. Bretherton, M. Meehan (WCRC), S. Bastion (WDC), S. Mason (BDC), P. Morris, (GDC), T. Jellyman (Minutes Clerk)

APOLOGIES:

Moved (Birchfield / Smith) *That the apologies from Crs Haddock and Latham be accepted.*

Carried

CONFIRMATION OF MINUTES

Moved (Smith / Becker) *That the minutes of the meeting dated 9 September 2019, be confirmed as correct.*

Carried

WELCOME

The Chairman welcomed everyone to the meeting, especially the newly elected Councillors. 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 asked if there were any comments regarding membership. It was agreed that the Mayors and one other Councillor would be on the committee as well as the Chairman of the Regional Council and another Councillor.

The Chairman advised that Standing Orders were previously adopted at the inaugural meeting. The Chairman stated that rules around meetings and decisions are contained in previous minutes.

It was confirmed that the members of the Steering Committee are M. Meehan, S. Bastion, P. Morris (as acting CE GDC), F. Tumahai and P. Madgwick, S. Mason. The Chairman stated that the role of the Steering Committee is to ensure that the resources of the participants are available to contribute.

J. Armstrong advised that the Technical Advisory Team consists of Michael McEnaney (GDC), Carissa du Plessis (BDC), Fiona Scadden (WDC), Lillie Sadler (WCRC), and Philippa Lynch (Ngai Tahu).

PROJECT TO DATE

J. Armstrong has been providing reports and supplementary technical material to the TTPPC which has been written by the TTPP planning team. The Chairman asked if there were any further requirements from staff in relation to report requirements for each meeting.

STANDING ORDERS

The Chairman requested confirmation of the adoption of Standing Orders.

Moved (Birchfield / Smith)

That Standing Orders are adopted as per the Local Government Commission's Order in Council.

Carried

FINANCIAL REPORT

The financial report for the five months up to the end of November was tabled. M. Meehan advised that J. Armstrong has been setting her team up as this was not able to be done until the budget was approved following the Annual Plan Process. M. Meehan stated that the level of information contained in the financial report is very similar to what is provided to the joint civil defence committee. M. Meehan stated that once large projects such as SNA identification get off the ground, these projects may have a budget of their own and costs will need to be tracked. M. Meehan stated that this committee will need to provide a recommendation to WCRC on what the budget requirement is so that it can be included in WCRC's annual plan. M. Meehan answered questions relating to the current budget, consultant budget, and the setting of future budgets. J. Armstrong advised that she will be sending out an outline of the budget in early January. The Chairman clarified that year to date the budget is \$271,000 with \$193,000 spent and it is likely the remainder will be spent on consultant's fees. M. Meehan explained how the budget works. He stated that WCRC holds the budget for this committee, the committee controls the budget but finances sit on WCRC's books with WCRC being the administration authority. He stated that this is not a WCRC budget. Mayor Smith asked if it is likely there will need to be an increase, The Chairman stated that this is likely, as it will be better to spend more money quickly, in four years, rather than dragging it out over ten years. It was noted that this committee approved the budget. It was agreed that matters relating to the budget, salaries, leave entitlements and delegated authority would be discussed at the January meeting. It was agreed that in the meantime the Project Manager would act under WCRC's Procurement Policy.

Moved (Roche / Coll McLaughlin) *That the financial report is received.*

Carried

Accountability

The Chairman advised that members of this committee have final responsibility for the approval of the Plan and the process for the Te Tai o Poutini Plan. He stated that the day to day accountability of ensuring that things are happening in a professional and regular matter comes back to the Chairman. He stated that he is in weekly contact with J. Armstrong.

Communications

The Chairman stated that this process is all about communications. He stated that getting messages out to the community must come from the members of the committee and senior staff. Mayor Cleine suggested that formal reporting and press releases come from the Chairman after each meeting. The Chairman stated that this had previously been agreed to by the former committee prior to the local body elections. The Chairman advised that he and J. Armstrong are available to attend council meetings and to meet with communities as requested. Mayor Smith stated that once minutes are approved they can then be distributed to each Council. Cr Roche asked when community meetings are likely to occur. J. Armstrong advised that community meetings are scheduled for March.

Budget Timing

It was agreed that the committee would provide the budget to WCRC after its Thursday 30 January meeting.

Meeting Dates for 2020

It was agreed that meetings would be held two months apart for the first part of the year, and then monthly later in the year. It was agreed that the meeting dates would be sent out early in the New Year.

Community Consultation

J. Armstrong advised that a roadshow will be scheduled for 16 to 28 March with various towns and settlements included to get locals take on how they would like to see their towns / settlements developed. She advised that evening meetings in the large towns will be included.

J. Armstrong distributed business cards to the meeting and requested that they be displayed at council receptions and libraries throughout the region.

J. Armstrong advised that the website address is www.ttp.westcoast.govt.nz. She stated that great feedback has been received to date. Workshop and roadshow dates, along with agendas and minutes will be displayed on the website.

NEXT MEETING

The next meeting is scheduled for Thursday 30 January.

GENERAL BUSINESS

There was no general business.

The Chairman thanked everyone for their input to date, and wished everyone a Merry Christmas.

The meeting closed at 12.32 p.m.

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Chairman

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Date

Meeting Dates for 2020:

Thursday 30 January (West Coast Regional Council)

Monthly Project Status Report Te Tai o Poutini Plan

For the period: 23 December 2019 – 20 January 2020

Prepared By: Jo Armstrong
Date Prepared: 15 January 2020

Accomplishments this Period

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

Plans for Next Period

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

Key Issues, Risks & Concerns

Item	Action/Resolution	Responsible	Completion Date
Not getting key stakeholder buy-in	Contact and meet with them individually. Plan a stakeholder workshop and on-going engagement process	Jo	28 February 2020
Not producing a notified plan in a timely manner	Set achievable milestones and monitor/report progress. ID additional expertise/capacity	Jo/Planning Team	30 June 2024
Decision makers can't agree	Get agreement on pieces of work prior to plan completion	Rex	On-going
Budget insufficient for timely plan delivery	Work with TTPPC to recommend budget, and with WCRC to raise rate to achieve deliverables	Jo	Annually

Status

Overall	Good start to project. Documentation, engagement and reporting are underway. Budget set for 2019/20 and recruitment complete. Planning team making good early progress.
Schedule	Year 1 work programme approved and programme on schedule

Resources	Both planning roles have been filled. Level of input from district council staff, who are very busy at present, will determine the ongoing need for further permanent TTPP staff.
Scope	Deliver efficient, effective and consistent Te Tai o Poutini Plan

Schedule

Stage	Target Completion	Revised Completion	Comments
Complete project initiation documentation	30-Apr-19	19-July-2019	TTPPC approved
Identify and contact key stakeholders	03-May-19	Ongoing	Connection made with all key stakeholders and started a second round of contact with other interested parties
Contract senior planning consultant	01-Aug-19	29-July-2019	Contract in place 29/7/19 -30/6/20
Recruit permanent senior planner	30-Sep-19	7-Sep-2019	Started at WCRC on 14 October 2019
Set up Te Tai o Poutini Plan website and communications package	30-Sep-19	30 November 2019	Development complete. Available at www.ttp.westcoast.govt.nz
Set planning milestones	31-Oct-19	30 August 2019	Presented at August TTPPC meeting
Hold key stakeholder workshop for Settlements section	28-Feb-20	23 October and 21 November 2019	Greymouth and Hokitika, then Westport
Hold Community information meetings	31-Mar-20	16-27 March 2020	Roadshow in March 2020 and opportunities to coincide with council-community meetings and local events
Notify Te Tai o Poutini Plan	30-Jun-24		Indicative time only -Too early to rely on this date

Actions required

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



Prepared for: Te Tai o Poutini Plan Committee Meeting - 31 January 2020
Prepared by: Jo Armstrong, Project Manager
Date: 9 January 2020
Subject: **Proposed Te Tai o Poutini Plan Budget for 2020/21**

SUMMARY

A Te Tai o Poutini Plan budget for the 2020/21 financial year of \$723,000 is being proposed. This is \$73,000 more than the 2019/20 budget of \$650,000. The main changes are increases in Research and Stakeholder Engagement budgets, off-set in part by a reduction in salaries budgeted.

The proposed budget is itemised, and additional information on the costings and make-up of the Research, Stakeholder Engagement and Overheads items is provided.

Finally, funding for the proposed budget is discussed. Particular mention is made of the one-off \$200,000 contribution from The Local Government Commission which we will not be receiving this financial year, and the need to confirm the contributions from all councils for 2020/21.

RECOMMENDATIONS

1. That the Committee receive this report
2. That the Committee discuss the proposed budget and agree a 2020/21 budget for recommendation to the West Coast Regional Council for inclusion in the 2020/21 Annual Plan
3. That the Committee consider how the budget will be funded and provide recommendations on this to the West Coast Regional Council and three District Councils.

Jo Armstrong
Project Manager

Introduction

1. The reorganisation scheme establishing this Committee to undertake the preparation, notification, adoption, periodic amendment and review of Te Tai o Poutini Plan (TTPP), also set a requirement for West Coast Regional Council to rate for the process.
2. It was agreed that West Coast Regional Council will consult with Te Tai o Poutini Plan Committee (the Committee) by the end of February each year before setting the annual budget for the Committee.
3. TTPP’s Project Manager is responsible for drafting a proposed annual budget for discussion by the Committee.

The 2019/20 Budget

4. At the first official meeting of the Committee on 19 July 2019, a budget of \$650,000 was confirmed as follows:

Governance and Stakeholder engagement	\$100,000
Salaries	\$300,000
Senior Consultant Planner (144 days per year)	\$100,000
Organisational overheads	\$150,000
Total	\$650,000

5. This current budget is being funded as per the table below

Local Government Commission one-off contribution	\$200,000
WCRC Special Targeted Rate	\$250,000
WCRC repurposed Economic Development rate	\$150,000
WCRC previously budgeted contribution to the TTPP	\$25,000
WDC previously budgeted contribution to the TTPP	\$25,000
Total	\$650,000

6. A budget of \$900,000 was originally sought for 2019/2. This was reduced to \$650,000 in order to minimise the impact of the special targeted rate, and due to Buller and Grey District Councils withdrawing their budgeted TTPP contributions.
7. The final budget was met by reducing the number of proposed planning staff by 1FTE, and removing any research budget for 2019/20.

Proposed 2020/21 Budget

8. A proposed budget for the 2020/21 financial year has been prepared below. More detailed explanations, and/or estimated costings for the Research, Stakeholder Engagement and Overheads items are provided in points 10 -14.

Item	Explanation	Amount
Consultant Planner		\$100,000
Governance	Chair and iwi representatives stipends and Chair’s travel	\$75,000
Research	SNA and natural hazard research	\$100,000
Stakeholder engagement	Travel, accommodation, catering, venue hire, advertising, website and E-Planning platform costs	\$50,000
Salaries		\$248,000
Overheads	Costs for WCRC staff, equipment and facilities	\$150,000
Total		\$723,000

9. The 2020/21 proposed budget of \$723,000 is \$73,000 higher than the \$650,000 2019/20 budget. This is mainly due to the addition of the \$100,000 research item. The combined Stakeholder Engagement and Governance item has now been separated, with an additional \$25,000 added to Stakeholder Engagement to cover ongoing website and E-Planning platform hosting and maintenance costs. These increases are partially offset by a reduction of \$52,000 in the Salary line.

Further Explanation of Line Items

10. Research is necessary to meet s32 of the RMA - Evaluation of Costs and Benefits. We must justify the Committee's decisions with detailed evidence such as site investigations for Significant Natural Area (SNA) identification, and expert reports about natural hazard occurrence and mitigation options. For our Plan to be robust and defensible we must undertake this detailed research.
11. We anticipate we will need four ecology students for four months each year to undertake on-the-ground identification of SNAs, a lecturer to supervise the work and an expert ecologist to review sites where further clarity is required. Work with experts from Crown Research Institutes would also be needed to fill gaps in our knowledge about natural hazard processes, management and mitigation.
12. We estimate the following costs for this Research work:

4 x Ecology Students	Wages, accommodation, vehicle use, i-pad etc	\$20,000pp less University contribution (\$7,000pp) \$13,000 x 4 students	\$52,000
Lecturer Supervisor	Set up and support students. Site visits.		\$5,000
Expert Ecologist	As required at numerous SNA sites and to undertake Natural Hazard research	\$250 per hour	

To enhance project outcomes, the Project Team will seek co-funding for any research undertaken.

13. Stakeholder Engagement costs cover a variety of things related to communicating with partners, stakeholders and our community. Venue hire and catering costs are incurred for the numerous workshops run on each chapter topic of the Plan, with the addition of accommodation costs for workshops outside the Greymouth/Hokitika area, and roadshows across the region. Two significant costs are consultant travel at around \$1,000 per trip, and Isovist (the E-Planning Platform) annual costs of \$7,500. Design and printing costs are also incurred for advertising public workshops and roadshows, and for the information sheets the Planning Team will produce on each chapter topic.
14. Overheads include the supply of laptops and phones to permanent staff, use of WCRC vehicles for TTPP purposes and the provision of office equipment and space with its attendant costs. A number of WCRC staff are contributing their time and expertise to the TTPP process including the Natural Hazards analyst up to one day per week, planning support, IT (general support to the staff and program along with the website for the project and E-plan work), communications support (drafting media releases, supporting community work, online content for social media etc.), financial and administration support and other services across the organisation. One significant area is the GIS and IT support to undertake the mapping required under the National Planning Standards. We estimate this work will take around seven weeks per year of WCRC staff time.

Apportioning the budget

15. Some consideration must be given to how the funds will be raised to cover the 2020/21 budget. Last financial year \$200,000 was received from The Local Government Commission. However, this was a one-off payment, and this amount, plus the additional \$73,000 will need to be raised by the regional rate. Some of this amount would be off-set if Buller and Grey make their \$25,000 contributions for the period, in which case funds would be apportioned as per the below:

WCRC Special Targeted Rate	\$473,000 (an increase of \$223,000)
WCRC repurposed Economic Development rate	\$150,000
Four councils previously budgeted contribution to the TTPP of \$25,000 each	\$100,000

Recommendations

1. That the Committee receive this report
2. That the Committee discuss the proposed budget and agree a 2020/21 budget for recommendation to West Coast Regional Council for inclusion in the 2020/21 Annual Plan
3. That the Committee consider how the budget will be funded and provide recommendations on this to the West Coast Regional Council and three District Councils.

Te Tai o Poutini Plan Technical Update– Urban Objectives and Policies

Introduction

1. This report gives an update on the technical work being undertaken on Urban form and development in Te Tai o Poutini Plan. Urban Form and Development is a required chapter in Te Tai o Poutini Plan, and sets the framework for the zoning provisions across the three districts.
2. At the Committee workshop in December 2019, a short paper was presented which identified the national and regional direction on urban form and development and identified the key 4 issues on the West Coast that have been developed. These are:

Issue 1: Planning for Population and Economic Change

3. Uncertainty around growth means that there needs to be allowance made in the plan for some new growth areas, but the focus should be on ensuring that the plan delivers the best possible outcomes for the existing population and businesses.

Issue 2: Reinforcing the town centres and retaining the character of settlements

4. Greymouth, Hokitika, Westport and Reefton are the only centres with the full range of residential, commercial and industrial areas and are critical locations for regionally essential infrastructure such as the Ports, Hospital and Airports. There has been considerable community investment in the infrastructure supporting these areas. Ensuring that any growth or redevelopment supports the existing centres is an important planning consideration.
5. Alongside the main centres, the districts have a number of settlements, most of which have their own, unique, character. It is important to maintain this character, while allowing the settlements to change to meet the needs of their community and businesses.

Issue 3: Natural hazards limit the options for development in some locations – and mean hard decisions about managed retreat need to be made.

6. Natural hazards represent a significant threat to many of the West Coast's towns and settlements. In some locations, managed retreat from key natural hazards is required. As a result natural hazard overlays identifying areas where development should not occur will need to be included. There will also be a need to zone locations for development to allow for potential resettlement over time.

Issue 4: Maintaining Urban Amenity

7. A key part of what makes people want to live in urban areas, alongside the access to shops, services and community facilities, is the quality and amenity of the urban environment. Residents and businesses need to be able to use, develop and enjoy their properties without their amenity value being adversely affected by neighbouring development and use.

Development of Objectives

8. Based on these issues identified, the consultation undertaken to date and discussion at the Technical Advisory Group, draft Objectives for Urban Form and Development and have been written.
9. For this, as for all work developing Te Tai o Poutini Plan provisions a starting point was looking at the provisions in the existing three District

Plans, as well as the 2016 Plan Changes to the Buller District Plan. At the Objective level there were many common provisions across the three plans, and the 2016 Buller District Plan changes provided a useful basis for the new Objectives.

10. Consequently nine draft Objectives have been developed. These include an overall strategic objective, as well as individual objectives for residential, commercial and industrial areas.

Draft Strategic Objective for Urban Form and Development

To have urban environments and built form on the West Coast that:

- a. Protect and enhance the distinctive character of the Districts' settlements
 - b. Are attractive to residents, business and visitors;
 - c. Have areas of special character and amenity value identified and their values maintained;
 - d. Support the economic viability and function of the main town centres of Westport, Reefton, Greymouth and Hokitika;
 - e. Recognise the risk of natural hazards whereby new development is located in less hazardous locations;
 - f. Promote the re-use and re-development of buildings and land;
 - g. Improve overall accessibility and connectivity for people, transport (including opportunities for walking and cycling) and services; and
 - h. Promote the safe, efficient and effective provision and use of infrastructure, including the optimisation of the use of existing infrastructure.
11. This draft Objective is intended to reflect both the central and regional government drivers as well as setting a strategic framework for how the Districts will develop over the next 10-20 years. Core to this is the unique character of the West Coast towns and settlements and the need to retain this and the economic viability of them.
 12. Natural hazards are a substantial issue on the West Coast, and there is strong direction both nationally and regionally that these must be addressed when considering development location.
 13. Because of the cyclical nature of development and economic activity on the West Coast, there are many buildings and areas where re-development and re-use is desirable, in order to make use of the substantial community investment made in the infrastructure that services them, as well as to protect the special character of particular areas. Heritage buildings are a good example of this.
 14. Being able to access and connect with people and services is a critical function of good urban form, and given the community investment in infrastructure, optimising its use is key to good financial and resource management.

Residential Objectives

Draft Residential Objective 1: To provide for a variety of housing forms and densities to enable individual residential lifestyle options.

Draft Residential Objective 2: To maintain or enhance the distinctive character, amenity and heritage values of residential areas and protect these areas from the adverse effects of inappropriate development.

Draft Residential Objective 3: To provide for a range of non-residential activities within residential zones where the effects are compatible with the residential character, scale and amenities.

15. These draft objectives reflect key themes for residential development on the West Coast and are in fact the proposed Buller Plan Change 139 Objectives.

Commercial Objectives

Draft Commercial Objective 1: To maintain the character and amenity values of commercial areas in a way that enables commercial and other activities to support the local community, while avoiding, remedying or mitigating adverse effects within and adjoining the commercial areas.

Draft Commercial Objective 2: To recognise the importance of the West Coast town centres and maintain their integrity as a place of high quality built environment character, community focus and identity.

Draft Commercial Objective 3: To recognise that Greymouth is the principal commercial and urban centre on the West Coast and should provide for a range of commercial activities within a high quality urban environment.

16. When developing draft Objectives for commercial areas, the issue of needing to reinforce the town centres and their effective function was a very important issue that had not been considered in the existing District Plans. In the case of both Westport and Greymouth the Councils have undertaken considerable planning and development work in recent years to support their town centres, reflecting this focus.
17. The draft Objectives developed reflect therefore the desire to retain the character and amenity of commercial areas (and is in fact one from the Buller Plan Change 139) and the importance of town centres.
18. In the case of Greymouth it is considered that a specific Objective is warranted. This reflects the fact that it is the largest centre on the West Coast – and the only centre that meets the national definition of an Urban Area. It is the location of key services such as the Grey Base Hospital and Port Greymouth, but also its size is important to enable more services and businesses to establish on the West Coast. In the same way that a large city like Auckland, provides an important role in New Zealand, attracting head offices of corporations, as the largest town on the West Coast, Greymouth attracts certain businesses that will not base themselves in smaller towns. It is noted that some activities (eg NZTA) are already based out of the West Coast in Christchurch. As such, a successful Greymouth is an important ingredient for a successful West Coast.

Industrial Objectives

Draft Industrial Objective 1: To provide for the efficient and effective operation and development of industrial activities in the industrial zones in a manner that maintains a standard of amenity appropriate to these areas and which will not compromise the amenity of adjoining areas.

Draft Industrial Objective 2: To ensure that when new industrial development is proposed that this is located within industrial zoned land, and where new land is proposed for industrial zoning that this maximises the efficient use of existing infrastructure.

19. The first draft Objective is the Buller Plan Change 139 proposed Objective and well reflects the need to ensure that industrial activities do not impact on other zones, while still being able function for their uses.
20. The second Objective was developed in light of the lessons from the Kaiata Park (Grey) and Sergeants Hill (Buller) developments, which have not been as successful as hoped, as well as the availability of the former Holcim site for redevelopment. In particular ad hoc industrial development outside of industrial zones can have significant impacts on amenity of the surrounding area, as well as undermining the planned development of industrial areas and the infrastructure provided there at significant cost. Ideally industrial development should occur in specifically industrially zoned sites where amenity considerations around location have already been thought through, and where supporting infrastructure is provided.

Summary

21. This paper outlines draft provisions in relation to urban form and development within Te Tai o Poutini Plan. The draft Objectives have been developed from the direction provided in the National and Regional direction documents, as well as from the existing district plans. It is important to emphasise that these are draft proposals and are intended to be used to progress the conversation around urban form and development and how this is embedded within the Plan.

Recommendations

1. That the information be received.
2. That the Committee provide feedback on the wording of the draft Issues and Objectives for urban form and development.
3. That the draft Issues and Objectives in this report (as amended by feedback from the Committee) be used as part of the consultation process for Te Tai o Poutini Plan to be undertaken over early-mid 2020.

Te Tai o Poutini Plan Technical Update– Proposed Urban Zones

Introduction

1. This report gives an update on the technical work being undertaken on urban zones in Te Tai o Poutini Plan. One of the major challenges in developing Te Tai o Poutini Plan is developing a set of coherent zones that are applicable across the West Coast. This is likely to be one of the key benefits of the Plan – meaning that regardless of where a development is taking place, the zoning rules are clear and consistent across the three districts.

National Requirements and Implications

2. The National Planning Standards provide a core framework for zones. That is because only prescribed zones are allowed within the standards. An analysis of the types of zones which are allowed to be used – and how the existing zones might convert to these zones has been undertaken and is attached at Appendix One. The outcome of this is that there are a smaller number of zones likely to be used. In the urban areas the key zones identified are:
 - General residential zone
 - General industrial zone
 - Heavy industrial zone
 - Port Zone
 - Commercial zone
 - Town Centre zone
3. The implication of this is that the zone standards for the three districts will be the same. However there are differences in different locations – within and across the districts, where different zone standards are warranted. The mechanism provided for this in the National Planning Standards is the use of Precincts and Overlays.
4. Precincts are generally used when there is a difference relating to the built character of the area, or to enable a particular activity – for example the potential for some residential areas having a Precinct to allow for more intensive residential development than the wider zone. A Precinct would generally follow lot boundaries.
5. Overlays are generally used when there is a natural or cultural feature which influences development in a particular location. For example, overlays are being discussed for use in Te Tai o Poutini Plan in relation to natural hazards, landscape, natural areas and cultural heritage.
6. There is provision within the National Planning Standards for Special Zones – such as the Scenically Sensitive Zones in Buller, and the Tourist Zones in Westland, however these will need to be strongly justified by policy – the National Planning Standards are quite directive to reduce the proliferation of zones which has emerged across many district plans nationally.

Next Steps

7. Staff at the three Councils are currently working through potential zone standards for the zones. This is a large piece of work and draft provisions for the urban zones is expected to be developed by the end of April 2020

while provisions for all zones are expected to be developed by the end of 2020.

8. At this stage once the urban zone draft provisions have been developed it is proposed to undertake further targeted consultation with the development community and those familiar with the current plans to identify any issues or unintended consequences from the draft provisions.
9. Through the use of iterative consultative processes it is hoped that the standards developed will be robust and workable and less likely to be opposed through submissions or appeals.

Recommendation

That the information be received.

Appendix One:

Potential Te Tai o Poutini Plan zones compared with existing Buller, Grey and Westland District Plan zones

Potential Te Tai o Poutini Plan Zone	Current District Plan Zone	Comment
General Residential	Hokitika Residential Mixed	Staff across the Councils have been looking at potential performance standards for this zone, and at this stage it appears that common standards for the three districts will work. Precincts are being discussed to allow for more intensive residential development in some locations and for visitor accommodation to be enabled in some areas.
	Grey Residential Environment	
	Buller Urban Character Area Residential	
General Industrial	Part Hokitika Industrial/Commercial Zone	Staff across the Councils have been looking at potential performance standards for these zones, and at this stage it appears that common standards for the three districts will work. At this stage it has not been identified that there is a need for any Precincts.
	Part Grey Commercial/Industrial Zone	
	Buller Industrial Zone	
	Buller Sergeants Hill Industrial Zone	
	Grey Kaiata Park Industrial Zone	
Heavy Industrial Zone	Buller Cement Production Zone	
Port Zone	Buller Port Zone	
	Area around Port Jackson	
	Industrial Zone around Greymouth Port	
Airport Zone	Buller Rural Airport Zone	Staff have not yet looked at the detail of these areas. A key question is whether the airports should be zoned with specific standards/for specific activities as occurs in other parts of the country, alongside the current flight path protection approach.
	Westland Airport Protection Zone	
	Grey Aerodrome Flight Path Protection Area	
Town Centre Zone	Westland Hokitika Commercial Core	

Potential Te Tai o Poutini Plan Zone	Current District Plan Zone	Comment
	Part Grey Commercial/Industrial in Greymouth	These zone standards are currently being discussed by the Technical Advisory Team.
	Part Buller Commercial Zone in Westport and Reefton	A preliminary view is that there will be common zone standards in the Commercial Zone but that there will be
Commercial Zone	Part Hokitika Industrial/Commercial Zone	Precincts for each of the Town Centres – ie a Hokitika Town Centre Precinct, Greymouth Town Centre
	Part Grey Commercial/Industrial Zone	Precinct, Westport Town Centre Precinct and Reefton
	Part Buller Commercial Zone	Town Centre Precinct.
Rural Lifestyle Zone	Grey Rural Residential Zone	Staff have not yet looked at the detail of these areas. However the scenic values of the Paparoa Character Area and Buller Scenically Sensitive Residential are likely to be addressed through the use of a Landscape Overlay.
	Part Westland Rural Zone	
	Part Buller Rural Zone	
Settlement Zone	Westland Small Settlement Zone	
	Westland Coastal Settlement Zone	
	Buller Scenically Sensitive Residential Zone	
	Grey Township Zone	
General Rural Zone	Buller Rural Zone	
	Buller Paparoa Character Area	
	Grey Rural Environment Area	
	Westland Rural Zone	
Special Purpose Zone – Maori Cultural Purpose	Westland Coastal Settlement Zone around Makaawhio Marae	
	Westland Small Settlement Zone at Arahura	
Special Purpose Zone – Visitor Zone	Buller Scenically Sensitive Commercial Zone	Staff have not yet looked at the detail of these areas, however the scenic values of the Buller Scenically

Potential Te Tai o Poutini Plan Zone	Current District Plan Zone	Comment
	Westland Tourist Settlement Zone (incl. Franz Josef Developments)	Sensitive Commercial Zone are likely to be addressed through the use of a Landscape Overlay.
Natural Open Space Zone	Buller Natural Environment Character Area	Staff have discussed that Open Space Zones are probably preferable to the current approach of using Designations. However they have not yet looked at the detail of these areas.
	Part Westland Rural Zone (the national park bits)	
	Part Grey Rural Environment (the national park bits)	
Open Space Zone	Parks designated in Buller and Grey Plans	
Sport and Active Recreation Zone	Parks within Westland Potentially some parts of the DOC Estate	
Future Urban Zone	Rural areas outside of natural hazards where urban growth for the towns could occur in the future	The concept for a Future Urban Zone has been discussed but staff have not yet looked at the detail of these areas.

Natural Hazards and Te Tai o Poutini Plan

Introduction

1. This report introduces the issues around Natural Hazards and Te Tai o Poutini Plan. More detailed and specific reports on particular natural hazards will be brought to the Committee over the next year in order to inform the policy approach.

Current Plan Provisions

2. There are some provisions around natural hazards in the current district plans including:

Buller

- Considering natural hazards as part of subdivision consents

Grey

- Taking into account natural hazards in zoning decisions around Greymouth and Cobden
- Including fault lines on planning maps
- Considering natural hazards as part of subdivision consents

Westland

- Identification of a coastal erosion zone at Hokitika
- Identification of a general and severe flood hazard zone on the Waiho River and at Franz Josef
- Considering natural hazards as part of subdivision consents

Resource Management Act Requirements

3. The *management of significant risks from natural hazards* is now a matter of national importance under Section 6 of the Resource Management Act (RMA). The King Salmon decision (*Environmental Defence Society vs New Zealand King Salmon Company Limited*) from the Court of Appeal makes it clear that Councils **must** take steps to implement that protective aspect of sustainable development in relation to Section 6 matters.
4. Because the management of significant risks from natural hazards was added into the RMA as a Section 6 matter after the Christchurch earthquakes, the current three district plans may not address this matter sufficiently to meet RMA requirements.
5. Alongside this, the last 20 years since the three district plans were developed have seen the knowledge of natural hazard risks on the West Coast increase substantially, as well as a large number of natural hazard events occurring.

Approaches to Natural Hazard Management

6. There are a wide range of natural hazards which will need to be considered as part of Te Tai o Poutini Plan. When deciding an approach to natural hazards it is useful to consider the following strategies, which are considered to be good practice.

- a. Avoid the natural hazard

This means ensuring that where there are known natural hazards development is not zoned to occur in this location. In other words don't put people and assets in harm's way.

- b. Accommodate the natural hazard
This means adjust existing assets by using measures that anticipate hazard risk – for example raising floor levels against flooding, provide alternative inundation pathways and require relocatable houses.
- c. Protect from the natural hazard
The most commonly used method for some types of natural hazard, this involves holding the line using natural buffers (eg sand dune restoration, wetland enhancement or creation, beach nourishment) or hard structures (eg seawalls, groynes)
- d. Retreat from the natural hazard
Moving existing people or assets away from the hazard in a managed way over time, or as a consequence of damage after a hazard event.

7. All of these strategies outlined above are likely to be needed within Te Tai o Poutini Plan. A key issue for this Committee will be ensuring the best options for the West Coast community are used at each hazard location.

Types of Natural Hazards

8. The following table outlines some examples of the types of natural hazard that will need to be considered in the Te Tai o Poutini Plan process, some example locations where this hazard occurs, and some example planning methods to manage significant risks from this hazard.

Type of Hazard	Example locations	Example management methods in a district plan
Liquefaction as a result of an earthquake	Inangahua Junction, Westport, Karamea	Require specific foundation design for dwellings
Coastal erosion	Granity, Rapahoe, Bruce Bay, Karoro, O'Neils, Punakaiki, Hector/Ngakawau, Barrytown	Require buildings to be relocatable Identify areas for future managed retreat for existing development Put in place "no build" hazard line Identify areas where protection works are acceptable Identify sources of rock for quarrying for protection works
Coastal inundation	Carters Beach, Westport, Blaketown	Require freeboard under dwellings, or dwellings to be lifted up

		Identify areas for future managed retreat for existing development Put in place “no build” hazard line Identify inundation pathways
River flooding	Mokihinui, Westport, Hokitika, Greymouth, Karamea, Franz Josef, Fox Glacier, Haast, Cobden, Paroa	Require freeboard under dwellings, or dwellings to be lifted up Identify floodways Put in place “no build” hazard line Identify areas for future managed retreat for existing development
Riverbank erosion	Paroa (Salt Water Creek)	Riparian setbacks for building Put in place “no build” hazard line Require buildings to be relocatable Identify areas for future managed retreat Identify areas where protection works are acceptable Identify sources of rock for quarrying for protection works
Earthquake (Alpine Fault)	Springs Junction, Inchbonnie, Franz Josef,	Put in place “no build” hazard line Identify areas for future managed retreat for existing development Require specific structural design
Tsunami	Okarito, Karamea, Westport, Hokitika, Greymouth, Port Jackson	Put in place “no build” hazard line
Landslide	Little Wanganui, Otira, Greymouth Hills, Cobden Hills, Runanga	Put in place “no build” hazard line Identify areas for future managed retreat for existing development
Rock slope failure	Little Wanganui, Punakaiki	Put in place “no build” hazard line

		Identify areas for future managed retreat for existing development
Debris flow	Little Wanganui, Hector - Miko coastline	

Impact of Climate Change

9. Some natural hazards are expected to be exacerbated as a result of climate changes. There is developing science and guidance from central government around how this needs to be considered, as part of work such as flood and tsunami hazard modelling and this guidance will be taken into account during technical studies.

Next Steps

10. As part of identifying the issues around natural hazards a review of the current technical information has been undertaken. In order for natural hazards to be identified and managed through Te Tai o Poutini Plan it is important that this information is robust, and that any technical gaps are filled.
11. The Regional Council also has significant statutory responsibility for natural hazards and has been the principal lead in natural hazard studies on the West Coast. Ongoing work by the natural hazards and civil defence team will also feed into Te Tai o Poutini Plan process.
12. As the year progresses further reports will be brought to this Committee giving more detail and explanation about specific types of hazards and how they might be managed through Te Tai o Poutini Plan.

Recommendation

That the information be received.



Te Tai o Poutini PLAN

Prepared for: Te Tai o Poutini Plan Committee Meeting – 31 January 2020
Prepared by: Jo Armstrong, Te Tai o Poutini Plan Project Manager
Date: 10 January 2020
Subject: Consultation Process for Te Tai o Poutini Plan

RECOMMENDATIONS

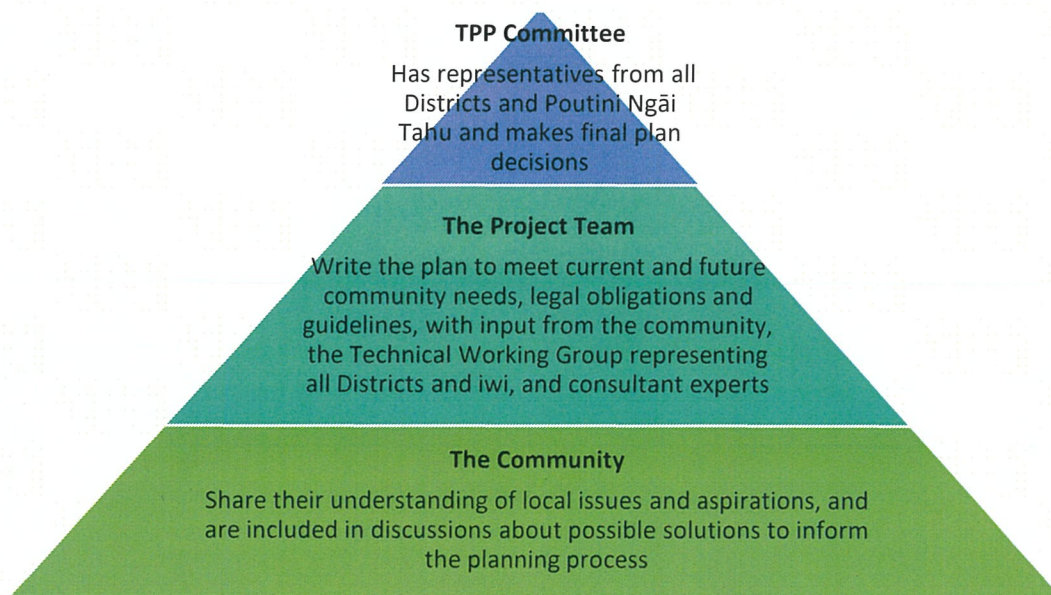
1. That the Committee receives this report
2. That Committee members commit to attend public meetings and other roadshow venues

Introduction

1. This paper provides an overview of the consultation process for Te Tai o Poutini Plan (TTPP). It covers the outcomes we want to achieve through consultation, our communications channels, engagement undertaken in 2019, and further engagement planned for 2020.

Consultation Outcomes

2. The project team is committed to running an inclusive planning process. This is particularly important for our ongoing partnership with Poutini Ngāi Tahu, and our community, for whom the Plan is written.
3. We have engaged the community from the start, and been clear about what everyone's roles are.



4. Our objectives for the consultation are that:
 - Everyone's issues are heard and their aspirations are valued.
 - Anyone can identify policy/management options for consideration.
 - The Project Team listens and works towards a shared understanding of what the plan can deliver, and are open about what it can't deliver.
 - The Project Manager is the point of contact and ensures regular updates are circulated.
 - There are no surprises.

Communication channels

5. We connect with the community through the TTPP Committee and Technical Advisory Team (TAT), and also through a wide range of public and individual contacts.
6. Throughout the TTPP process multiple channels are being used to keep the community informed, and seek its feedback. These include:

Primary communications:	Secondary communication channels
<ul style="list-style-type: none"> – Media releases Key announcements, delivery of milestones, acknowledgement of issues – TTPP Website Provides a cache for all information pertaining to the TTPP, as well as copies of all the communications materials released – Stakeholder updates Quarterly progress updates the community and stakeholders opt into via meetings and website – Engagement Events Workshops, roadshows, meetings and presentations 	<ul style="list-style-type: none"> – Facebook (primarily for event promotion) To be used for short updates, photos on what the team are doing, advertising events, directing people to media releases or release of updates. Use to build rapport between the planning team and the community – faces to those that will be doing the hard work. – Email signatures Set up signatures using the branding.

Connecting with the community in 2019

6. Since April 2019 the Project Team has met with numerous key stakeholders to understand their interests and explain the TTPP process. This has provided a platform which is supporting more detailed engagement on topics like infrastructure planning and identifying SNAs.
7. The team has also met with individual business owners and community groups to understand how the Plan can support them through new zoning.
8. We ran five settlements zoning workshops with experts and high users of the current plans during October and November.
9. The dedicated TTPP website has been up and running since December.

Plans for consultation in 2020

10. Our work programme indicates when sections of the Plan will be developed. In general, consultation on these sections will follow a pattern of discussions with key users and stakeholders, early issues, objectives and rules development, workshops with a wider stakeholder group, and community comments on draft proposals. Consultation will also be ongoing through our other communications channels.
11. In the case of contentious issues, there will be additional public and targeted meetings, and possibly roadshows.
12. More detailed consultation plans for January – April are as follows:

January	February	March	April
<ul style="list-style-type: none"> - Meet with DoC - Talk to Infrastructure providers 	<ul style="list-style-type: none"> - Visit Stockton & Gloriavale - Meet Heritage NZ, DoC and Forest & Bird 	<ul style="list-style-type: none"> - Roadshow to towns and settlements to introduce TTPP and discuss local zoning 	<ul style="list-style-type: none"> - Infrastructure workshops with key stakeholders and users

13. The roadshow will be undertaken 16-27 March and a draft itinerary is attached.
14. The project team would appreciate Committee members' attendance at all public meetings and roadshow venues. This gives you the opportunity to show support for the Plan and hear first-hand community issues and aspirations.

FINANCIAL REPORT FOR THE SIX MONTHS ENDED 31 DECEMBER 2019

	Notes	ACTUAL Year to Date	BUDGET Year to Date	YEAR TO DATE Variance	BUDGET Full Year
INCOME					
Rates Levied (General & Targeted)		200,000	200,000	-	400,000
Council Contributions		25,000	25,000	-	50,000
Local Govt commission Grant		100,000	100,000	-	200,000
		<u>325,000</u>	<u>325,000</u>	<u>-</u>	<u>650,000</u>
EXPENDITURE					
Salaries		84,761	150,000	65,239	300,000
Legal Costs		-	-	-	-
Senior Consultant Planner		49,042	50,000	958	100,000
Governance		30,500	37,500	7,000	75,000
Stakeholder Engagement		12,711	12,500	- 211	25,000
Organisational Overheads		75,000	75,000	-	150,000
		<u>252,015</u>	<u>325,000</u>	<u>72,985</u>	<u>650,000</u>
Net Surplus / -Deficit		\$ 72,985	-	- 72,985	-