

Work Plan
South Westland Communities Development Project
Year 3 – August 1 2016 to July 31 2017
(Completion Year – August 1 2017 to October 5 2017)

Long-term outcome One	<i>Adaptable, resilient communities taking responsibility for determining their own futures and participating in decision making</i>		
Short-term outcome (Years 3 /4)	Planned initiatives to achieve this outcome	Planned activities for each initiative	Milestone(s) or completion date(s)
1. Each community will continue to identify current assets / strengths, needs, opportunities, visions, projects, plans proposals and ideas for that community and South Westland overall, including potential community leaders, resources and partners needed.	<p>1. Additional community planning meetings will be held where necessary for each community to build relationships, and identify or review current assets / strengths, needs, opportunities, visions, projects and priorities, potential community leaders and further information needs.</p> <p>2. In each community its community associations, runanga, other groups, individuals and businesses will continue to be invited to review their current assets / strengths, needs, opportunities, visions projects, plans proposals and ideas and potential community leaders, and further information needs.</p> <p>3. Continue focus on community economic stimulus opportunities, particularly community led development plans for tourism. (including township spatial presentation and landscape planning), and ability to access social enterprise and commercial business opportunities.</p>	<p>1. Facilitate community planning meetings and follow up action.</p> <p>2. Continue to liaise regularly with Poutini Ngai Tahu runanga to confirm their wishes to be involved in or supported by SWCDP.</p> <p>Facilitate participation of community associations, runanga other groups, individuals and businesses in this review and compile summaries for each community and South Westland overall.</p> <p>3. Assist communities to develop tourism destination plans and other local economic stimulus plan, and link them with district regional and national initiatives, decision making, funding and other resources; including</p> <ul style="list-style-type: none"> • Ross Identity and Discovery Project (including Ruatapu-Ross section of West Coast Wilderness Trail cycleway) 	<p>1. Additional community planning meetings will be held as and when required by each community and in the form appropriate to each community.</p> <p>2. Liaise with Poutini Ngai Tahu runanga as required and at least every 6 months.</p> <p>Reviewed summary reports for 8 communities will be issued quarterly.</p> <p>3. Develop community based economically sound tourism destination plans, and other relevant economic stimulus plans which can be motivated, and link them to district, regional and national initiatives, by early 2017.</p>

	<p>6. Continue to enable community participation in the resources available through SWCDP.</p>	<ul style="list-style-type: none"> • Hari Hari Promotions Group and Tourism Destination Plan • Whataroa Promotions Group and Tourism Destination Plan • Okarito Tourism Destination Plan. • Franz Josef Future Planning Working Party • Bruce Bay Tourism Destination Plan • Haast Tourism Destination Plan • Fox Glacier Tourism Destination Plan (If required) • Wilderness Trail South Westland Cycle Trail and local community cycle hubs and loops • Westland District Cultural and Heritage Tourism Strategy • Digital Enablement and Mobile Phone Blackspot Elimination Strategy <p>4. Source and resource specialist advice and training (e.g. commercial, business, planning, design, and facilities management expertise) necessary to develop project plans and access business opportunities.</p> <p>5. Explore the potential of a Westland District wide application for major national funding, e.g., Tourism Growth Partnership Fund, West Coast Growth Study Action Plan.</p> <p>6. Promote understanding of and participation in SWCDP by making Summary reports available to community organisations, service</p>	<p>4. Identity community and individuals' interest in training to access commercial and social enterprise business opportunities by late 2016 and, if interest is sufficient, access training opportunities in 2017, e.g. Co-Starters development programme for aspiring entrepreneurs.</p> <p>5. Develop a Westland District wide application for major national funding, in conjunction with Kumara-Ross Community Development Project, Westland District Council and other groups, as opportunities arise.</p> <p>6. An overall South Westland summary will be provided quarterly to community association web-sites, news-letters and networks, service organisations and</p>
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		providers and the public and inviting participation through networks and news media.	networks, and news media, and on the WestREAP web-site.
3. Key service providers and businesses will continue to identify their current assets, needs, opportunities, projects, plans and projects for each of 8 communities.	<p>1. Key service providers and businesses will continue to be invited to review their current assets, needs, opportunities, projects, plans and projects for each of 8 communities.</p> <p>2. Relevant service providers and businesses will be invited to the community public meetings held in each community to receive and discuss summary reports and identify priorities.</p>	<p>1. Initiate this review and compile and update summaries for each community and South Westland overall.</p> <p>2. Summary reports will be made available to community organisations, service providers, businesses and the public through networks and news media.</p>	1. Reviewed and updated summary reports for each of 8 communities will be issued quarterly.
4. Each community and its key service providers will be invited to identify areas of complementarity and / or conflict arising from Short-term Outcomes 1 and 2 and begin to engage partners and develop agreed mechanisms for working together and providing input to each community's planning.	<p>1. Additional meetings will be convened as necessary between community and service providers to develop mechanisms for working together, providing input to each other's planning, identifying what projects can be confirmed and soon implemented, and resolving matters in dispute.</p> <p>2. Following from the review of opportunities, issues and problems collaborative projects will be identified and commitments to collaborate negotiated.</p> <p>3. For each project leaders, partners will be identified, and encouraged to work together to define projects, processes, and solutions and deliver actions</p>	<p>1. Initiate and facilitate meetings, as necessary.</p> <p>2. Support the following partnerships initiated or identified in Years 1 and 2:</p> <ul style="list-style-type: none"> (a) Care of the Elderly – including needs analysis (b) Highway safety and township spatial and landscape planning in Ross, Hari Hari, Whataroa, Okarito, Franz Josef, Fox Glacier, Bruce Bay and Haast. (c) Language Interpreters Register (d) South Westland Information and Advice Project. 	<p>1. Needed meetings identified, initiated and facilitated as and when required.</p> <p>2. Each of the projects identified in Years 1 and 2 progressed through the project definition (needs analysis) and process design stages by late 2016 and working towards agreed solutions and actions by early 2017.</p>

		<ul style="list-style-type: none"> (e) South Westland Youth Activities Project (f) Westland District Youth Strategy (g) Te Rito Anti Family Violence Programme <p>3. Assist the identification and operation of further collaborative projects and partnerships, and aim to have at least one existing or new partnership, and preferably three of highest priority, commenced in each community.</p> <p>4. Continue to engage potential partners in projects in collaboration with communities. Priorities for further development of engagement with service providers (as identified in Years 1 and 2) include, but are not limited to:</p> <ul style="list-style-type: none"> (a) Development West Coast – in respect of economic development issues and its 2015 district economic stimulus packages. (b) West Coast Regional Economic Development Agency (c) NZ Government West Coast Growth Study and Action Plan (d) West Coast Regional Council, in respect of transport, hazard management, resource management and economic development issues. (e) West Coast District Health Board, Head Office – in respect of health and care for the elderly issues. (f) Tourism West Coast, in respect of tourism issues and opportunities. (g) Electronet Services – in respect of electricity and communications supply resilience. (h) Heritage West Coast, Hokitika Museum and South Westland heritage groups and parties interested in forming groups. 	<p>3. At least one new or existing partnership relevant to each community commenced by the end of 2016, and preferably three by mid 2017.</p> <p>4. Meet with the additional group of priority service providers identified in Years 1 and 2, confirm the opportunities for their collaboration with communities, by the end of 2016.</p>
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5. Each of 8 communities will have a draft community plan including vision statements, agreed strategies which identify aims and projects for their social cohesiveness, culture, heritage, economies, services and environments, a work programme, and how success is to be measured.	<p>1. Meetings of communities, community organisations (and runanga, if and when suitable for them) will be held to participate in drafting plans.</p> <p>2. The processes for including community plans in WDC and other service providers' planning document will be developed.</p>	<p>1. Facilitate meetings and drafting of community plans.</p> <p>2. Work with Westland District Council, Kumara-Ross Community Development Project and other service providers to develop the processes for including community plans in WDC and other service providers' planning documents.</p>	<p>1. Processes for including community plans in WDC planning documents confirmed by the end of 2016.</p> <p>2. Each of eight community plans will be drafted by end of February 2017 for referral to: (a) Westland District Council for inclusion, where appropriate in WDC annual plan 2017-18 (b) Other service agencies, for inclusion in their planning processes, as opportunities arise.</p>
Long-term outcome two	<i>Community leadership that mobilises people and resources</i>		
Short-term outcomes (Years 3 / 4)	Planned initiatives to achieve this outcome (for second year only)	Planned activities for each initiative	Milestone(s) or completion date(s)
1. Distributed leadership with a wide range of individuals and groups, of all ages cultures and interests encouraged to contribute to community decision making and develop initiatives	<p>1. Individuals and groups, particularly those on the margins of current decision making, will be encouraged to put forward and develop their ideas and initiatives.</p> <p>2. Community leaders for a variety of groups and projects will be identified and supported.</p>	<p>1. Continue work with community groups and individuals to encourage the identification of needs and initiatives and the resources and leaders required to mobilise and support initiatives.</p> <p>2. Work with communities to identify and mobilise potential community leaders in areas of need and opportunity, and the support they require.</p> <p>3. Work with groups and individuals on the margins of decision making to encourage them to contribute to community decision making and develop leaders and initiatives. Priorities include, but are not limited to: (a) The elderly,</p>	<p>1. Relationships will continue to be established with a wide range of groups and individuals to mobilise resources, leaders and initiatives in each of 8 communities on ongoing basis.</p> <p>2. Leaders for Projects identified in Years 1, 2 and 3 will be sought and their needs for assistance identified on an ongoing basis.</p> <p>3. 'The "Activities for the Elderly" groups in South Westland (and any others which develop) will be contacted to ascertain their needs and opportunities by the end of 2016.</p>

		<p>(b) Youth, (c) School students (d) New and temporary residents (e) Those not normally involved with community associations, other community groups and business groups.</p> <p>4. Develop wider contacts with immigrants and new and temporary residents will be developed in association with New Coasters Project and establish relationships with their employers and their children's schools, and local organisations already with contacts.</p>	<p>By late 2016 schools will be offered the opportunity to work with SWCDP to develop programmes for students to participate in SWCDP, community planning, and leadership. Where requested, programmes will be developed in collaboration with schools and other education organisations, during 2017.</p> <p>4. By the end of 2016 a means of making wider contact with temporary and new residents and immigrants will be identified and a start made on involving them with SWCDP and community leadership and decision making.</p>
<p>2. Strong community associations and organisations mobilising people and resources with regard to inclusiveness, collaboration, sustainability and continuity.</p>	<p>1. Community associations will continue to be invited to identify their strengths and needs for support and developed a leadership plan for mobilising people and resources with regard to inclusiveness, collaboration, sustainability and continuity.</p> <p>2. Community associations able to prepare integrated community plans for managing community development funds made available by Westland District Council and including community projects in Council planning documents.</p> <p>3. Community associations equipped to manage and operate community facilities.</p>	<p>1. Work with community associations, community groups and individuals and educators to develop appropriate leadership development plans.</p> <p>2. Identify provider and hold Governance workshop for community associations and other community organisations.</p> <p>3. Identify provider and provide training in administration to community association officers, where requested</p> <p>4. Work with Westland District Council to enable community associations understand and become able to prepare integrated community plans.</p> <p>5. Identify the support for a training workshop for South Westland communities in community facility operations – operating policies and plans, health and safety, liabilities, maintenance, sustainability.</p>	<p>1. Leadership development plans, as required by those community associations, by late 2016.</p> <p>2. Identified leadership training programmes, as required, initiated by early 2017.</p> <p>3. A process available for preparing integrated community plans by end of 2016.</p> <p>4. If supported, a training workshop held by mod 2017.</p>

Long-term outcome three	<i>Strengthened relationships within and between all South Westland communities and with their service providers</i>		
Short-term outcomes (Years 3 / 4)	Planned initiatives to achieve this outcome (for second year only)	Planned activities for each initiative	Milestone(s) or completion date(s)
1. Each community will have had opportunities to come together to discuss opportunities, issues, needs, proposals, ideas and projects.	1. The community planning meetings proposed for Long-term Outcomes 1 and 2.	1. Facilitate the meetings.	1. Additional community planning meetings will be held as and when required by each community and in the form appropriate to each community.
2. All communities in South Westland will be offered the opportunity to work together to discuss issues which affect the whole of the South Westland area, to learn from each other, and develop joint approaches to issues.	1. If the need is identified, a meeting of all South Westland community associations and runanga will be convened to discuss issues which affect the whole of the South Westland area, to learn from each other, and develop joint approaches.	1. Facilitate the meetings. 2. Potential topics to be discussed: (a) The potential of a major South Westland-wide fund raising event – all communities working together. (b) Training for South Westland communities' in community facility operations – operating policies and plans, health and safety, liabilities, maintenance, sustainability. (c) Funding sources for services and facilities communities provide for tourists.	1. Meeting of South Westland community associations held as the need arises.
3. Key service providers will have met with each community and developed linkages and collaboration mechanisms with key groups and individuals.	1. The community meetings proposed for Long-term Outcomes 1 and 2	1. Facilitate the community meetings.	1. Additional community planning meetings will be held as and when required by each community and in the form appropriate to each community.

Long-term outcome three	<i>Strengthened relationships within and between all South Westland communities and with their service providers</i>		
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<p>4. Awareness of and access to information about the availability of services for South Westland will have been improved. Communities and individuals will be aware of a recognised means for conveying information on needs and issues to service providers</p>	<p>1. The concept of a South Westland Information and Advice Project (SWIAP) will continue to be supported to achieve:</p> <ul style="list-style-type: none"> a. Identified and new community champions will be supported b. Identified community organisations will be supporting community champions. c. A wide range of key service providers will be participating in the SWIAP and recognising the roles of Community Champions and Community Support Organisations. <p>(Note that SWCDP will be operating alongside SWIAP as a means of improving information flows between communities and service projects, with an emphasis on developing partnerships.</p> <p>2. The concept of a network of community information and education hubs will be explored with communities, service and education providers.</p>	<p>1. Liaise with service organisations, community organisations and networks, and volunteer community champions to identify and promote community needs for a continued South Westland Information and Advice Project.</p> <p>2. Assist the development of the Hokitika Heartland Service to service South Westland and support SWIAP.</p> <p>3. Facilitate South Westland input, as necessary, to the Minister of Social Development's West Coast Community Response Forum (when established).</p> <p>4. Facilitate South Westland community input to establishing a network of community information and education hubs.</p>	<p>1. Needs for support of SWIAP by the South Westland Community Development Project will be identified and included in draft community plans as appropriate, by February 2016.</p> <p>4. Means of assisting development of the Hokitika Heartland Service to service and support SWIAP will be clarified with Ministry of Social Development by February 2016.</p>

Long-term outcome four	<i>Communities which recognise develop and celebrate their cultural, natural and economic diversity</i>		
Short-term outcomes (Years 3 / 4)	Planned initiatives to achieve this outcome (for second year only)	Planned activities for each initiative	Milestone(s) or completion date(s)
1. The achievements of Years 2 & 3/4 of SWCDP and /or individual community projects and events will be reported, and celebrated.	1. Year 2 and 3 / 4 progress will be reported back to each community association and, partner organisation and via networks and media. 2. Year 2 and 3/ 4 progress with community projects will be celebrated as opportunities arise.	1. Organise reporting back. 2. Support local celebrations of community milestones and projects, as they arise.	1. Year 2 reporting back by end of November 2016. 2. Years 3 / 4 reporting back by end of September 2017.