

SOUTH WAIRARAPA DISTRICT COUNCIL

3 APRIL 2013

AGENDA ITEM D1

PLANNING & ENVIRONMENT GROUP REPORT

Purpose of Report

To update Councillors on the Planning and Environment Group's activities.

Recommendations

Officers recommend that the Council:

1. *Receives the information.*

1. Planning

1.1 Resource Consents

1.1.1. Consent statistics

Officers processed 12 resource consents since 1 February 2013, 92% of which were completed within the statutory timeframes (one resource consent fell outside the timeframe). Officers now provide detailed fortnightly updates on all consents direct to Councillors, Community Board and Maori Standing Committee members, so consent details are not listed here.

1.1.2. La De Da 2012/13 festival debrief

Resource Consent 3932 was issued in 2010 allowing the La De Da New Year's Eve festival to take place at Daisy Bank Farm, Dry River Road, Martinborough, for three consecutive years. After each annual event officers and festival organisers meet to discuss the consent conditions and whether any of them need to be changed. This year's debrief meeting was held on 18 March 2013. Officers agreed that the festival went well on the day but that some minor changes to conditions are required. At the time of the Council meeting a formal review process is underway to make those (yet to be determined) minor changes.

1.2 Policy

1.2.1. Plan Changes

The submission period has closed for Wairarapa Combined District Plan Changes (the process being administered by the Masterton District Council) which were initially notified on 22 November 2012. Plan Change 8 has had

no submissions. Plan Changes 6 and 7 did attract submissions and will therefore be re-notified for further submissions.

2. Building

2.1 Building consents

Processing statistics for: 1 February 2013 to 28 February 2013

Item	Period	Year to date	Same period last year	Annual Plan
Consents received	29	280	24	N/A
Consent processing performance (within 20wd's)	100%	97.27%	100%	90%
COA processing performance	N/A	N/A	N/A	N/A
CCC processing performance	100%	98.11%	95.83%	100%

COA Certificate of Acceptance
 CCC Code Compliance Certificate

Consents granted by project: 1 February 2013 to 28 February 2013

Type	No. of consents	Value
Factories - alterations & additions	1	284,000
Swimming Pools & Spa Pools	1	45,000
Marquees	1	850
Implement Shed - farm building	1	8,100
Spa/Swimming Pool	1	40,000
Garage	3	81,000
Motel	1	300,000
Dwelling - unattached	3	335,001
Dwelling - alterations	5	305,002
Relocation - dwelling	1	50,000
Heater	1	5,000
Solid Fuel Heater	1	3,500
	20	1,457,453

Building consent numbers from 1 July 2012 to 21 March 2013 show as 308. For the same period the year before the number was 231.

2.2 Enforcement

None to report.

2.3 Policy

None to report.

2.4 Other matters

The building department continues to be busy with new building consent applications and inspections. As shown above there has been an increase in building consent numbers compared with the previous month last year and an increase in the year to date numbers.

The quality of building consent documentation submitted to council continues to be a problem. This was to be addressed in the introduction of the Licenced Building Practitioners (LBP) scheme introduced in March of last year. However, evidence that a higher level of documentation is still to be seen. Consents are placed on hold where insufficient information has been supplied creating frustration for the applicants.

The departments new Plumbing and Drainage Inspector has started and has settled in well. Derek has already shown a level headed, polite approach to dealing with queries and issues. Derek is a great asset to the building team.

3. Environmental Health

3.1 Liquor Licensing

3.1.1. *More FM concert Martinborough:*

Council staff actively monitored the liquor licence conditions imposed. The event operated under a comprehensive alcohol management plan. Overall the event was well run.

3.1.2. *Liquor Licencing Numbers*

Ten Liquor Licences were issued in the month of February 2013.

- One Off Licence was issued.
- Two On Licences were issued.
- Six General Manager's Certificates were issued.
- No Temporary Authority's were issued.

3.1.3. *Sale and Supply of Alcohol*

POLITICAL DECISION-MAKING

The following table shows a timeline of decisions that are likely to arise.

March	Identify likely resource implications to implement Act
March-April	Consider District Licencing Committee (DLC) options (based on volume of applications)
April	Ministry of Justice releases new fees regime discussion document
May-June	Start identifying potential DLC members
July-August	Ministry of Justice consultation on draft regulations (except fees)
September	Ministry of Justice consultation on draft fee regulations
September	DLC members identified
October-November	Training for DLCs and inspectors
December 18	New Act goes live

The two major work activities required are:

District Licensing Committee

The DLC process should be started now. Below are some key steps.

1. Determine the resources and systems required to implement the legislation, and where it is possible and appropriate, include these into the Annual Plan, for example:
 - the resources and business systems necessary for supporting the DLC(s) and inspectors
 - systems necessary to ensure inspectors can operate independently
 - methods for communicating with the public, applicants, and objectors.
2. Determine the number of DLCs that are likely to be required. This will depend on the volume of all applications for the district:
 - number of unopposed and opposed applications
 - by licence type (i.e. on-licence, off-licence, club and special licences)
 - level of objections (by type or location)
 - over a period of years (e.g. the last 3 years)
 - outcome (was licence issued, withdrawn, declined).
3. Establish the DLC(s) and appoint members. The number of DLC(s) will depend on the likely volume of applications and that the DLC(s) will be considering all applications. You may want to consider:
 - whether to have a joint list of community members with another TA
 - whether to appoint an elected member as chair or a commissioner
 - identifying key people in your community to appoint to your DLC(s).

LGNZ is preparing guidance to assist identifying and appointing appropriate people in the community. LGNZ will also be offering a webinar to help councils with their decision-making on issues relating to DLCs.

LGNZ and the Ministry of Justice will be offering training to all DLC members. This will be available late October – November

4. Appoint and train the inspectors:
 - inspectors will need to be re-appointed by the Chief Executive under the new Act
 - training is being developed for all enforcement agencies including inspectors
 - the first set of training should be available April-May, followed by a second module October-November.

Local Alcohol Policies

The LAP is optional however where it is in place the licensing bodies will have to consider LAP's when deciding licence application.

A LAP is essentially a set of decisions made by each TA about the sale and supply of liquor for its geographical area.

A LAP will be able to:

- Restrict or extend maximum licensing hours
- Limit the location of licences in relation to broad areas or facilities of particular kinds (e.g. schools or churches)
- Limit the density of licences by specifying whether further licences or type of licences should be issued for a particular area
- Impose conditions on licences e.g. a one way door policy.

Policies relating to density and location will not apply to existing licences.

There are six broad steps to developing a LAP:

1. Develop a draft LAP in consultation with Police, licensing inspectors and Medical officers of Health
2. Consult with the community on the draft policy using the special consultative procedures
3. Prepare a provisional policy based on consultation feedback
4. Give public notice of the provisional policy. This is subject to appeal
5. Adopt the provisional policy- this becomes final 30 days after its publically notified or any appeals are resolved
6. Give public notice of the adoption of the LAP and the dates on which the LAP will come into force- determined by Council resolution.

At this stage Masterton District Council has signalled an interest in developing a LAP with South Wairarapa. A working group is likely to be set up in mid April to begin the preparation work to develop the draft policy.

Training

- Webinars are available for council staff on the alcohol reforms, developed by the Ministry of Justice, Health Promotion Agency, LGNZ and SOLGM (28 February, 19 March and 17 April). Council staff have attended the first two Webinars
- LGNZ is preparing a webinar for elected members on the Act.
- The Ministry of Justice, LGNZ, and the Health Promotion Agency are working together to develop training for DLAs and DLCs.
- A working group has been set up to develop training for enforcement officers (including inspectors).

3.2 Food Bill Update

There has been no further update on progress with this Bill.

Councils Environmental Health Team Leader has been participating in the Wellington Regional working party. Standardised documentation for food control plan audits process is not almost complete. SWDC are currently trialling the new forms and procedures.

3.3 Food Hygiene Regulations

3.3.1. Martinborough Fair:

All participating food operators at Martinborough Fair were inspected as usual during the March Fair. In general terms there was good compliance.

3.4 Noise Control

There were 13 noise control complaints within South Wairarapa throughout February 2013.

Seven noise control complaints in Featherston.

Three noise control complaints in Greytown.

Three noise control complaints in Martinborough.

3.5 By-laws and animal control

3.5.1. Dog and stock control

INCIDENTS REPORTED	Martinborough	Featherston	Greytown
Attack on Pets	0	0	0
Attack on Person	0	2*	0
Barking and whining	1	2	0
Lost Dogs	1	4	1
Found Dogs	0	2	1
Rushing Aggressive	0	1	0
Wandering	2	2	1
Welfare Concerns	0	1	0
Stock	2	2	1
Total Overall	6	16	4

*(both attacks were relatively minor and did not warrant classification of the dogs as menacing)

3.5.2. Dog Registration:

Dog registrations as at 19th March 2013:

Registered 2804 Unregistered 7 Total number of dogs 2811

Total no's of owners 1565

99.8% of dogs are now registered.

Microchipping: Reminder letters have been sent to 54 dog owners that are required to have their dogs micro chipped. To date 36 have complied. The next stage in the process is for infringements notices to be issued.

3.5.3. 1.5.2 Bylaws

Long Grass:

Bylaws officers have been actively checking and issuing long grass notices to properties where conditions are likely to cause a hazard

32 Long grass notices have been issued

31 have complied with the notice (or had the work done at Councils request)

Council is in the process of actively following up with the owner who has failed to comply.

General Complaints:

Three rooster complaints have been dealt with by Council staff.

One litter complaint has been actioned. The culprit was unable to be identified.

3.6 Colony Cat issue

Val Ball of the SPCA attended the Martinborough Community Board meeting held on 11 March 2013 and requested Council assistance with trapping and destroying colony cats in the Martinborough Township.

Council could provide assistance by educating the public about the colony cat issue but we do not have the resources to lead any initiative for trapping. Officers have discussed the issue with Greater Wellington staff and it was agreed that the project should be driven by the SPCA.

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