

SOUTH WAIRARAPA DISTRICT COUNCIL

17 MAY 2017

AGENDA ITEM D1

PLANNING AND ENVIRONMENT GROUP REPORT

Purpose of Report

To update Councillors on the activities of the Planning and Environment Group and progress against Annual Plan performance measures.

Recommendations

Officers recommend that the Council:

1. *Receive the Planning and Environment Group Report.*

1. Resource Management

1.1 Resource Management Act - District Plan

SERVICE LEVEL – Council has a Combined District Plan that proves certainty of land-use/environmental outcomes at the local and district levels.

RESOURCE MANAGEMENT KEY PERFORMANCE INDICATORS	TARGET 2015/16	YTD RESULT	COMMENT SOURCE, AND ACTIONS TAKEN TO ACHIEVE TARGET
Ratepayers and residents satisfied with the image of the closest town centre shown as "satisfied"	72%	92%	NRB 3 Yearly Survey
The district plan has a monitoring programme that provides information on the achievement of its outcomes (AER's)	Yes	-	Consultants have been working with the 3 Councils to establish which data is recorded and how it is stored so as to enable effective reporting against AER's in WCDP. A working paper has been completed setting out a proposed framework and the task of undertaking a stock take has begun.

Work has continued on the Greytown structure plan. It was agreed with the principal consultant (Mike Hewison of Eastern Consulting) that a local area traffic impacts assessment should be developed.

Subsequently a national consultancy, GHD, has been engaged by Mr Hewison to do this analysis and work is now underway.

As noted above in the KPI section, Boffa Miskell have been engaged by the 3 Councils to develop an SoE monitoring strategy and implementation programme to enable effective plan effectiveness reporting to take place. This will in turn help to inform the future review of the Wairarapa Combined District Plan.

A draft strategy has already been developed but is not as yet signed off as it needs to be linked to the data collection/analysis/ reporting for PER that will follow. In that regard work on stock taking current data collection and systems has begun by Boffa Miskell.

Work has also been completed on the initial “over-arching” formal submissions to be made by Council (jointly with MDC) on the Wellington Regional Councils (WRC) proposed Natural Resources Plan (NRP).

The CEO (Paul Crimp) and David Hopman, Manager Assets and Operations (for MDC) are to make opening statements to the Independent Commissioners appointed to undertake the hearings.

These will be followed up on by Pauline Whitney of Boffa Miskell who is providing independent planning evidence for Council and MDC.

The evidence preparation is a significant process with the initial submissions totalling well over 70 pages. As the hearings progress onto more detailed aspects of the proposed NRP the workload associated with this process will expand for both planning and engineering staff of Council.

Lastly, Council will be aware that the Government has finally managed to get passage through Parliament of its reform of the Resource Management Act proposals. These will need careful review over the next few weeks, but particularly around the impacts of the revised provisions relating to Maori and subdivisions.

It is hoped that a report will be ready for the next Council meeting on any significant responses Council needs to take in response.

1.2 Resource Management Act - Consents

SERVICE LEVEL – All resource consents will be processed efficiently.

RESOURCE MANAGEMENT KEY PERFORMANCE INDICATORS	TARGET 2016/17	YTD RESULT	COMMENT SOURCE, AND ACTIONS TAKEN TO ACHIEVE TARGET
Consent applications completed within statutory timeframes	100%	96.63%	NCS. 5 out of 110 applications have exceeded timeframes. 4 have previously been reported on. The most recent occurred because of an administrative error due to staff absences.
s.223* certificates issued within 10 working days	100%	93%	NCS. 3 applications have exceeded timeframes.
s.224* certificates issued within 15 working days of receiving all required information (note no statutory requirement)	85%	97%	NCS. 1 application has exceeded timeframe as previously reported.

Council received 30 applications between 1 March 2017 and 30 April 2017.

As previously advised, the number of applications is now well ahead of long term averages and many of these are of a scale that means significant resources have to be applied to process them. Consequently we have continued to contract out a number of consent applications.

Officers provide detailed information as part of regular updates, subject to data availability, on all consents direct to Council and Community Board members, so this information is not listed here.

1.3 Reserves Act – Management Plans

SERVICE LEVEL – Council has a reserve management plan programme.

RESOURCE MANAGEMENT KEY PERFORMANCE INDICATORS	TARGET 15/16	YTD RESULT	COMMENT SOURCE, AND ACTIONS TAKEN TO ACHIEVE TARGET
Council maintains and updates reserve management plans as required.	1	0	No action required

At last month's meeting Council requested a list of Reserve Management Plans to be provided. This has unfortunately not been completed due to staff being away for personal, training and leave purposes. It should be prepared in the next 2 weeks and will then be circulated.

1.4 Local Government Act – LIM's

SERVICE LEVEL – Land Information Memoranda: It is easy to purchase information on any property in the District.

RESOURCE MANAGEMENT KEY PERFORMANCE INDICATORS	TARGET 16/17	YTD RESULT	COMMENT SOURCE, AND ACTIONS TAKEN TO ACHIEVE TARGET
My LIM contains all relevant accurate information (no proven complaints)	0	1	1 complaint to date, resulting from an error in the property title data supplied to Council by LINZ.
My non-urgent LIM is processed within 10 days	100%	100%	All processed within statutory timeline.

TYPE	YTD 1 JULY 2016 TO 28 FEBRUARY 2017	PREVIOUS YTD 1 JULY 2015 TO 28 FEBRUARY 2016	PERIOD 1 FEBRUARY TO 28 FEBRUARY 2017	PREVIOUS PERIOD 1 FEBRUARY 2016 TO 28 FEBRUARY 2016
Standard LIMs (Processed within 10 working days)	140	137	41	50
Urgent LIMs (Processed within 5 working days)	52	41	16	12
Totals	249	240	57	62

2. Public Protection

2.1 Building Act - Consents and Enforcement

SERVICE LEVEL - Council certifies all consented work complies with the building code, ensuring our communities are safe. The Council processes, inspects, and certifies building work in my district.

PUBLIC PROTECTION KEY PERFORMANCE INDICATORS	TARGET 2016/17	YTD RESULT	COMMENT SOURCE, AND ACTIONS TAKEN TO ACHIEVE TARGET
Code Compliance Certificate applications are processed within 20 working days	100%	99.33%	NCS – 296 of 298 CCC's were issued within 20WD. Information was misplaced resulting in the CCC's being issued on 29 and 35 days. Procedures are in place to try and prevent this happening again.
Building consent applications are processed within 20 working days	100%	99.00%	NCS – 397 of 401 consents were issued within 20WD. Those overtime were due to the large number of consents processed. Contactors have been secured to help with workflow.
Council maintains its processes so that it meets BCA accreditation every 2 years	Yes	Yes	Next IANZ review set for January 2018. Council was re-accredited in January 2016.
Earthquake prone buildings reports received	70%	63.43 %	Currently 144 of 227 known EQP premises had been addressed. Work in this area has been on hold until the new statutory regime was confirmed and took effect - in March 2017. A new 0.5 FTE staff role has been created (effective from 10 April 2017) to target these new provisions along with BWOFF and fencing of swimming pools.

TYPE	NUMBER	VALUE
Commercial (shops, restaurants, rest home – convalescence, restaurant /bar / cafeteria / tavern, motel, commercial building demolition - other commercial buildings)	3	\$96,000.00
Industrial (covered farm yards, building demolition, warehouse and/or storage, factory, processing plant, bottling plant, winery)	4	\$531,500.00
Residential (new dwellings, extensions and alterations, demolition of building, swimming and spa pools, sleep-outs, garages, relocations, heaters, solid fuel heaters.	67	\$7,921,029.00
Other (public facilities - schools, toilets, halls, swimming pools)	4	\$58,884.00
Totals	78	\$8,607,413.00

2.2 Dog Control Act – Registration and Enforcement

SERVICE LEVEL – Dogs don't wander freely in the street or cause menace to humans or stock.

PUBLIC PROTECTION KEY PERFORMANCE INDICATORS	TARGET 15/16	YTD RESULT	COMMENT SOURCE, AND ACTIONS TAKEN TO ACHIEVE TARGET
Undertake public education, school and community visits to promote safe behaviour around dogs and/or responsible dog ownership	3 visits	0	Not commenced due to staff member responsible being on maternity leave.
Complaints about roaming and nuisance dogs are responded to within 4 hours	100%	89.7%	K:\resource\Bylaw Officers\Registers\Animal Control Service request register.xls

INCIDENTS REPORTED (1 MARCH TO 30 APRIL)	FEATHERSTON	GREYTOWN	MARTINBOROUGH
Attack on Pets	0	0	1
Attack on Person	0	0	1
Attack on Stock	0	0	0
Barking and whining	3	2	3
Lost Dogs	1	0	0
Found Dogs	0	0	0
Rushing Aggressive	1	0	0
Wandering	3	0	7
Welfare	2	0	0
Fouling	0	0	0
Total	10	2	13

2.3 Public Places Bylaw 2012 - Stock Control

SERVICE LEVEL – Stock don't wander on roads, farmers are aware of their responsibilities.

PUBLIC PROTECTION KEY PERFORMANCE INDICATORS	TARGET 15/16	YTD RESULT	COMMENT SOURCE, AND ACTIONS TAKEN TO ACHIEVE TARGET
Stock causing a traffic hazard is responded to within 1 hour	100%	100%	K:\resource\Bylaw Officers\Registers\Animal Control Service request register.xls
Council responds to complaints regarding animals within 48 hours.	100%	100%	K:\resource\Bylaw Officers\Registers\Animal Control Service request register.xls

INCIDENTS REPORTED	TOTAL
Stock	2

2.4 Resource Management Act – afterhours Noise Control

SERVICE LEVEL – The Council will respond when I need some help with noise control.

PUBLIC PROTECTION KEY PERFORMANCE INDICATORS	TARGET 15/16	YTD RESULT	COMMENT SOURCE, AND ACTIONS TAKEN TO ACHIEVE TARGET
% of calls received by Council that have been responded to	100%	100%	K:\resource\Health\Resource Management\Noise Control Complaints\Year Records 2010-2017.xls

AFTER HOURS NOISE CONTROL COMPLAINTS RECEIVED	YTD 1 JULY 16 TO 30 APRIL 17	PREVIOUS YTD 1 JULY 15 TO 30 APRIL 16	PERIOD 1 MARCH 17 TO 30 APRIL 17	PREVIOUS PERIOD 1 MARCH 16 30 APRIL 16
Total	115	93	24	20

2.5 Sale and Supply of Alcohol Act - Licensing

SERVICE LEVEL – The supply of liquor is controlled by promoting responsible drinking.

PUBLIC PROTECTION KEY PERFORMANCE INDICATORS	TARGET 2016/17	YTD RESULT	COMMENT SOURCE, AND ACTIONS TAKEN TO ACHIEVE TARGET
Premises are inspected as part of licence renewals or applications for new licences.	100%	100%	All premises inspected at new or renewal application.
Premises that are high or medium risk are inspected annually, while low risk premises are audited no less than once every three years.	100%	100%	All premises inspected at new or renewal application.
Compliance activities are undertaken generally in accord with the Combined Licencing Enforcement Agencies agreement.	100%	100%	

ALCOHOL LICENCE APPLICATIONS PROCESSED	YTD 1 JULY 2016 TO 30 APRIL 2017	PREVIOUS YTD 1 JULY 2015 TO 31 JANUARY 2016	PERIOD 1 MARCH 2017 TO 30 APRIL 2017	PREVIOUS PERIOD 1 MARCH 2016 TO 30 APRIL 2016
On Licence	8	14	2	2
Off Licence	8	14	3	6
Club Licence	1	1	0	3
Manager’s Certificate	52	54	34	20
Special Licence	32	17	11	7
Temporary Authority	0	1	4	3
Total	189	164	54	41

2.6 Health Act - Safe Food

SERVICE LEVEL – Food services used by the public are safe.

PUBLIC PROTECTION KEY PERFORMANCE INDICATORS	TARGET 2016/17	YTD RESULT	COMMENT SOURCE, AND ACTIONS TAKEN TO ACHIEVE TARGET
Premises have appropriate FMP in place and meet the risk based standards set out in the Plan.	100%	100%	NCS data
Premises are inspected in accord with regulatory requirements.	100%	100%	NCS data

2.7 Bylaws

Between 1 March and 30 April 2017 there were 17 notices sent out relating to trees and hedges, one complaint relating to litter, and four abandoned vehicle complaints.

Contact Officer: Murray Buchanan, Group Manager, Planning and Environment