

SOUTH WAIRARAPA DISTRICT COUNCIL

7 OCTOBER 2015

AGENDA ITEM D1

PLANNING AND ENVIRONMENT GROUP REPORT

Purpose of Report

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

Recommendations

Officers recommend that the Council:

1. *Receive the information.*

1. Resource Management

1.1 Resource Management Act – Policy/District Plan

1.1.1. Wellington Regional Council Proposed Natural Resources Plan

As reported to the August Council meeting, the closing date for the Proposed NRP submissions was set as 25 September 2015.

As discussed at the meeting, Council along with MDC (CDC has applied separately) has sought an extension to the closing date, along with many other organisations and individuals.

The Regional Council did not however choose to notify a revised date generally, rather they decided to grant those who requested, an extension of time using the late submissions provisions in the Act. This is a somewhat unusual approach.

However it meant that Council along with other parties who sought an extension (e.g. Federated Farmers) were granted up until the 23rd of October 2015, to lodge submissions. This extension has reduced some of the pressure on Council and MDC/CDC to prepare meaningful submissions, however it remains an extremely tight timeframe given the scale of the work involved.

As part of gaining the extension, the 3 Wairarapa Councils have agreed to work together to frame submissions, with MDC and Council planning to lodge as close as can be, a joint submission.

To that end both Councils have engaged Kerry Geange to assist in preparing the submissions. CDC have preferred to engage their own consultant (Christine Foster of EMS) and lodge their own submission, but CDC staff have joined the officers working group from SWDC/MDC to ensure their submission closely aligned to the submissions of MDC and Council in any case. In addition their consultant and Mr Geange are sharing information and analysis to assist each other.

All 3 Councils staff have been meeting regularly to coordinate the work of the consultants and internal inputs to that process. A copy of the submission will be circulated to Councillors once completed.

The approach is to lodge submissions on any and all issues of concern to Council and its community with a view to withdrawing any that Council may not support further down the line.

1.1.2. Greytown Residential (FDA) Structure Plan

The WCDP identifies a large area of land in Greytown as a future development area. In order for this land to be formally released for overall development, the WCDP specifies that a structure plan should be developed by Council to guide its development.

The focus of the structure plan is the provision of required infrastructure, and the design and layout of development, taking into account the physical characteristics and limits of the land and the mitigation of any potential adverse effects.

A brief for this work was prepared and offered to a large consultancy. The offer of services from that consultancy was however quite expensive, so ways of reducing the cost are presently being looked at to see if the work can proceed at a level which will still enable development to be prepared for but at an affordable cost.

As part of this it is proposed to discuss the project with "local" engineering consultancies to see if an alternative and acceptable offer of services can be obtained.

1.1.3. Featherston 2033

Council resolved at the August meeting to proceed with the assessment of two of the key concepts for the reshaping of Featherston, identified through the initial strategy.

These were to look at options around "gateways" and to examine transport routes (in particular the alignment of the state highways through Featherston) and infrastructure to ensure the needs of Featherston are best met.

Because of the need to focus on (because of the statutory closing dates) the submissions on the proposed NRP, progress on these tasks has slowed.

However contact with NZTA (the state highway authority) has been made and arrangements (after some considerable toing and froing to establish who in NZTA to engage with) to hold introductory discussions have been

agreed. Once the work on the submissions for the NRP is completed, this work will be prioritized.

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 2014/15	YTD RESULT	COMMENT SOURCE, AND ACTIONS TAKEN TO ACHIEVE TARGET
Ratepayers and residents satisfied with the District as a "better" place to live	65%	71%	NRB Survey
Ratepayers and residents satisfied with the image of the closest town centre shown as "satisfied"	65%	92%	NRB Survey

1.2 Resource Management Act - Consents

SERVICE LEVEL – All resource consents will be processed efficiently.

RESOURCE MANAGEMENT KEY PERFORMANCE INDICATORS	TARGET 2015/16	YTD RESULT	COMMENT SOURCE, AND ACTIONS TAKEN TO ACHIEVE TARGET
Consent applications completed within statutory timeframes	100%	88.89%	NCS
s.223* certificates issued within 10 working days	100%	100%	NCS
s.224* certificates issued within 15 working days of receiving all required information (note no statutory requirement)	85%	100%	NCS

Council received 12 (the previous year 17) resource consent applications between 1/07/2015 and 12/08/2015. Officers provide detailed information as part of fortnightly 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 programme.

RESOURCE MANAGEMENT KEY PERFORMANCE INDICATORS	TARGET 2013/14	YTD RESULT	COMMENT SOURCE, AND ACTIONS TAKEN TO ACHIEVE TARGET
Number of Management and/or Plans adopted or revised	1	0	All plans current at present.

As noted in previous reports, it is possible that the current "town square" proposal in Featherston will eventually need to be incorporated into the Clifford Square Reserve Management Plan, to reflect what is built (once complete), however there is no immediate or regulatory need to update this RMP now.

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 2013/14	YTD RESULT	COMMENT SOURCE, AND ACTIONS TAKEN TO ACHIEVE TARGET
My LIM contains all relevant accurate information (no proven complaints)	-		
My non-urgent LIM is processed within 10 days	100%	100%	

TYPE	YTD 1 JULY 15 TO 31 AUGUST 15	PREVIOUS YTD 1 JULY 14 TO 31 AUGUST 15	PERIOD 1 AUGUST 15 TO 31 AUGUST 15	PREVIOUS PERIOD 1 AUGUST 14 TO 31 AUGUST 14
Standard LIMs (Processed within 10 working days)	28	19	12	9
Urgent LIMs (Processed within 5 working days)	7	11	4	7
Totals	35	30	16	16

2. Public Protection

2.1 Building Act – Policy and Administration

2.1.1. Coastal Buildings

Council was previously advised that recent storms triggered a further round of coastal erosion affecting not only Council's road, but also a number of privately owned properties and buildings.

Two inspections have now taken place to determine whether any buildings should be classed as "dangerous" under the Building Act.

After writing to property owners affected, receiving their comments and referring the information for legal review, most of the properties do not trigger the dangerous building provisions of the Building Act.

The owners of those properties (6) have been written to advising them of that finding. However 3 properties clearly qualify as dangerous buildings as they present a real risk to the safety of people and property.

The Council's legal adviser has indicated that Council should now proceed and issue notices under the Building Act requiring these owners to in effect make their properties safe.

In essence this would require the removal of the structures or the erection of sea defences against further erosion.

This latter option is however unlikely to be consented by WRC or DoC within an acceptable timeframe, this leaving the demolition and/or removal of the structures as the only viable option.

Letters to the 3 affected owners and notices under the Act, are being drafted at present. The owners can only seek a judicial review of the Council's determination if they wish to challenge the notice.

Assuming no challenge is made the owners will have 6 months to fully comply with the demolition/removal order. In the meantime warning notices and tape will be erected by Council, as this is a statutory requirement, once the notices are issued.

2.1.2. Staff

We have recently appointed a BO replacement for Adrian Cullen, who has stepped into the Team leader role. The new officer will commence work on or about Monday 10 October.

Mr Neil Gerrish, a consultant, has largely completed competency assessments of all current building staff. This has resulted in Council now being able to bring back in house more consent processing (although external support is still required for more complex residential and commercial jobs). Mr Gerrish continues to assist with consent processing along with John Tait (who was previously employed by Council).

2.2 File Project

The conversion of existing building consents to electronic files has been progressed. Improvements to the mainframe computer storage have been agreed (to hold the data) and a large scale printer/scanner sourced.

Changes to the "copier room" are being planned to accommodate the new machine and to create a workspace for the staff member who will be undertaking the scanning.

Meetings with the software provider (Onstream Systems - Trapeze/Vault software) are scheduled to scope the storage system (develop a storage protocol) and to begin the process of training staff to operate the Trapeze-Vault system.

Advertising for a staff member for the scanning project will take place soon.

2.3 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 2013/14	YTD RESULT	COMMENT SOURCE, AND ACTIONS TAKEN TO ACHIEVE TARGET
Code Compliance Certificate applications are processed within 20 working days	100%	100%	NCS – Continued monitoring of processing days.
Building consent applications are processed within 20 working days	100%	100%	NCS – Continued monitoring of processing days. Due to staff shortages processing contractors have been used to maintain service levels.
Council maintains its processes so that it meets BCA accreditation every 2 years	Yes	Yes	IANZ review 28/1/2014; next review scheduled for January 2016.
Earthquake prone buildings reports received	100%	143/221	The government has made recent announcements on changes where by the assessments will need to be completed by a certain time. Once full details are available the current process and programme will be reviewed to ensure Council meets the new requirements.

TYPE	NUMBER	VALUE
Commercial (shops, restaurants, rest home – convalescence, restaurant /bar / cafeteria / tavern, motel, commercial building demolition - other commercial buildings)	1	\$200,000
Industrial (covered farm yards, building demolition, warehouse and/or storage, factory, processing plant, bottling plant, winery)	6	\$538,717
Residential (new dwellings, extensions and alterations, demolition of building, swimming and spa pools, sleep-outs, garages, relocations, heaters, solid fuel heaters.	24	\$933,954
Other (public facilities - schools, toilets, halls, swimming pools)	0	\$0
Totals	31	\$1,672,671

2.4 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 2013/14	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	Nil	Visits are programmed later in year.
Complaints about roaming and nuisance dogs are responded to within 4 hours	100%	100%	
Complaints about dog attacks on persons or stock are responded to within 1 hour.	100%	100%	

A total of 185 penalty dog registration forms have been issued to dog owners who failed to register their dogs by due date. The following table provides a snapshot of dog control incidents for the period.

Council continues to have difficulties with Mr Phelps / Mrs Philips relating to the registration and micro-chipping of their dogs. Unfortunately instructions have now had to be issued to Councils legal advisers to lodge documents with the District Court to commence a further round of prosecutions.

All attempts to date to have these parties correctly identify, register and micro-chip their dogs have been to no avail, this including writing to those parties on numerous occasions requesting that they complete the necessary documents correctly.

Documents are expected to be lodged with the Court in the week commencing on the 5th of October 2015.

2.4.1. Dog Control Act – Incidents

INCIDENTS REPORTED	
Attack on Pets	0
Attack on Person	1
Attack on Stock	0
Attack on Poultry	0
Barking and whining	3
Lost Dogs	2
Found Dogs	0
Rushing Aggressive	1
Wandering	20
Unregistered Dogs	1
Welfare	1
Total	29

2.5 Public Places Bylaw 2012 - Stock

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

PUBLIC PROTECTION KEY PERFORMANCE INDICATORS	TARGET 2013/14	YTD RESULT	COMMENT SOURCE, AND ACTIONS TAKEN TO ACHIEVE TARGET
Stock causing a traffic hazard is responded to within 1 hour	100%	100%	
Council responds to complaints regarding animals within 40 hours	100%	100%	
In cases where multiple stock escapes (more than 1 occasion) have occurred from a property, taking enforcement action against the property owner.	100%	0	No cases to date

INCIDENTS REPORTED	TOTAL
Stock roaming in public place	4

2.6 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 2013/14	YTD RESULT	COMMENT SOURCE, AND ACTIONS TAKEN TO ACHIEVE TARGET
% of calls responded to within 1.5 hours.	100%	100%	

AFTER HOURS NOISE CONTROL COMPLAINTS RECEIVED	YTD 1 JULY 15 TO 31 AUGUST 15	PREVIOUS YTD 1 JULY 14 TO 31 AUGUST 14	PERIOD 1 AUGUST 15 TO 31 AUGUST 15	PREVIOUS PERIOD 1 JULY 14 TO 31 JULY 14
Total	4	9	1	3

2.7 Sale and Supply of Liquor Act - Licensing

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

PUBLIC PROTECTION KEY PERFORMANCE INDICATORS	TARGET 15/16	YTD RESULT	COMMENT SOURCE, AND ACTIONS TAKEN TO ACHIEVE TARGET
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%	
Compliance activities are undertaken generally in accord with the Combined Licencing Enforcement Agencies agreement.	100%	100%	
Premises are inspected as part of licence renewals or applications for new licences.	100%	100%	All premises inspected at new or renewal application.

ALCOHOL LICENCE APPLICATIONS PROCESSED	YTD 1 JULY 15 TO 31 AUGUST 15	PREVIOUS YTD 1 JULY 14 TO 31 AUGUST 14	PERIOD 1 AUGUST 15 TO 31 AUGUST 15	PREVIOUS PERIOD 1 AUGUST 14 TO 31 AUGUST 14
On Licence	1	1	1	1
Off Licence	5	4	5	4
Club Licence	1	1	1	1
Manager's Certificate	15	17	15	17
Special Licence	2	4	2	4
Temporary Authority	0	0	0	0

2.8 Health Act - Safe Food

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

PUBLIC PROTECTION KEY PERFORMANCE INDICATORS	TARGET 2013/14	YTD RESULT	COMMENT SOURCE, AND ACTIONS TAKEN TO ACHIEVE TARGET
Premises failing to comply with Food Hygiene regulations that are re-inspected within a 3 month period and enforcement is affected if offence continues	100%	0%	No cases to date.

2.9 Bylaws – general complaints

TREES	VEHICLES	RUBBISH	CAMPING	MISCELLANEOUS
1	1	1	0	2

Contact Officer: Murray Buchanan, Group Manager Planning and Environment