

# SOUTH WAIRARAPA DISTRICT COUNCIL

12 NOVEMBER 2018

## 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 provides certainty of land-use/environmental outcomes at the local and district levels.*

RESOURCE MANAGEMENT KEY PERFORMANCE INDICATORS	TARGET	RESULT	COMMENT SOURCE AND ACTIONS TAKEN TO ACHIEVE TARGET
Ratepayers and residents image of the closest town centre ranked "satisfied"	75%	87%	NRB 3 Yearly Survey
The district plan has a monitoring programme that provides information on the achievement of its outcomes (AER's)		-	Consultants have established data to be recorded and stored to enable effective reporting against AER's in WCDP. A final monitoring strategy is still to be completed.

### 1.2 Resource Management Act - Consents

*SERVICE LEVEL – All resource consents will be processed efficiently.*

RESOURCE MANAGEMENT KEY PERFORMANCE INDICATORS	TARGET	YTD RESULT	COMMENT SOURCE, AND ACTIONS TAKEN TO ACHIEVE TARGET
Consent applications completed within statutory timeframes	100%	85%	18 of 23 Land Use applications were processed within statutory timeframes. 25 of 30 Subdivision applications were processed within statutory timeframes.

RESOURCE MANAGEMENT KEY PERFORMANCE INDICATORS	TARGET	YTD RESULT	COMMENT SOURCE, AND ACTIONS TAKEN TO ACHIEVE TARGET
			13 of 13 permitted boundary activity applications were processed within statutory timeframes. Total 56/66. NCS.
s.223 certificates issued within 10 working days	100%	95%	18 of 19 s223 certificates were processed within statutory timeframes. NCS.
s.224 certificates issued within 15 working days of receiving all required information (note no statutory requirement)	95%	94%	15 of 16 s224 certificates processed. NCS.

Council received 26 consent applications in October 2018.

Officers provide detailed information as fortnightly updates 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	YTD RESULT	COMMENT SOURCE, AND ACTIONS TAKEN TO ACHIEVE TARGET
Council maintains and updates reserve management plans as required.	Yes	Yes	RMP's are generally current and appropriate. It is therefore not anticipated that any updates will be undertaken this year.

### 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	YTD RESULT	COMMENT SOURCE, AND ACTIONS TAKEN TO ACHIEVE TARGET
LIMs contain all relevant accurate information (no proven complaints)	100%	100%	G:\LIMs\LIMS PROCESSED 2018-19
Non-urgent LIMs are processed within 10 days	100%	98%	G:\LIMs\LIMS PROCESSED 2018-19

TYPE	YTD 1 <sup>ST</sup> JULY 2018 TO 31 <sup>ST</sup> OCTOBER 2018	PREVIOUS YTD 1 <sup>ST</sup> JULY 2017 TO 31 <sup>ST</sup> OCTOBER 2017	PERIOD 1 <sup>ST</sup> OCTOBER 2018 TO 31 <sup>ST</sup> OCTOBER 2018	PREVIOUS PERIOD 1 <sup>ST</sup> OCTOBER 2017 TO 31 <sup>ST</sup> OCTOBER 2017
Standard LIMs (Processed within 10 working days)	105	62	31	12
Urgent LIMs (Processed within 5 working days)	13	20	4	6
Totals	118	82	35	18

## 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	YTD RESULT	COMMENT SOURCE, AND ACTIONS TAKEN TO ACHIEVE TARGET
Code Compliance Certificate applications are processed within 20 working days	100%	100%	NCS – 171 CCC’s were issued within 20WD YTD
Building consent applications are processed within 20 working days	100%	100%	NCS – 188 consents were issued within 20WD YTD
Council maintains its processes so that it meets BCA accreditation every 2 years	Yes	Yes	Next accreditation review due January 2020. Council was re-accredited in January 2018
BCA inspects new building works to ensure compliance with the BC issued for the work, Council audits BWOFF’s and Swimming Pools	Yes	Yes	<p><b>Building Consents</b> Council inspects all new work to ensure compliance (October 2018 – 525 inspections)</p> <p><b>BWOFF’s –</b> Total 169 – average of 3 audits per month required, 0 audit carried out in October.</p> <p><b>Swimming Pools –</b> Total 279 – average of 7 audits per month required. 14 audit carried out in October.</p>
Earthquake prone buildings reports received	90%	N/A	<p>Under previous legislation 148 of 229 known premises had been addressed.</p> <p>Under the new legislation, 248 were identified as EPB and through the modelling process we eliminated 132 buildings leaving 116 buildings potentially EPB. Council has now reviewed the potential Earthquake Prone Buildings (EPB) and letters have been sent to owners advising them of their buildings status.</p>

PUBLIC PROTECTION KEY PERFORMANCE INDICATORS	TARGET	YTD RESULT	COMMENT SOURCE, AND ACTIONS TAKEN TO ACHIEVE TARGET
			104 letters sent out in total. 12 - still being assessed by LGE Status: 69 - identified as no longer EPB 20 - require engineer assessment 15 - identified as EPB and have been sent notices to be affixed to the building.

TYPE – OCTOBER 2018	NUMBER	VALUE
<b>Commercial</b> (shops, restaurants, rest home – convalescence, restaurant /bar / cafeteria / tavern, motel, commercial building demolition - other commercial buildings)	2	\$208,000
<b>Industrial</b> (covered farm yards, building demolition, warehouse and/or storage, factory, processing plant, bottling plant, winery)	1	\$66,000
<b>Residential</b> (new dwellings, extensions and alterations, demolition of building, swimming and spa pools, sleep-outs, garages, relocations, heaters, solid fuel heaters).	41	\$3,834,083
<b>Other</b> (public facilities - schools, toilets, halls, swimming pools)	1	\$150,000
<b>Totals</b>	<b>45</b>	<b>\$4,258,083</b>

## 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	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	1 visits	100%	1 visit to school holiday program in Greytown
Complaints about roaming and nuisance dogs are responded to within 4 hours	100%	100%	K:\resource\Bylaw Officers\Registers\AC Service Requests.xls 78/78
Complaints about dog attacks on persons, animals or stock are responded to within 1 hour	100%	100%	6/6

INCIDENTS REPORTED FOR PERIOD 1 OCTOBER 18 TO 31 OCTOBER 18	FEATHERSTON	GREYTOWN	MARTINBOROUGH
Attack on Pets	-	2	-
Attack on Person	2	-	-
Attack on Stock	-	-	-
Barking and whining	-	-	-
Lost Dogs	-	1	1
Found Dogs	-	1	1
Rushing Aggressive	-	-	3
Wandering	4	3	5
Welfare	-	-	-
Fouling	-	-	-
Uncontrolled	-	-	-

### 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	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\AC Service Requests.xls 10 incidents
In cases where multiple stock escapes (more than 1 occasion) have occurred from a property taking compliance or enforcement or prosecution action against the property owner	100%	-	No incidents
Council responds to complaints regarding animals within 48 hours.	100%	100%	K:\resource\Bylaw Officers\Registers\AC Service Requests.xls 21 incidents

INCIDENTS REPORTED	TOTAL FOR PERIOD 1 OCTOBER 2018 TO 31 OCTOBER 2018
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 18/19	YTD RESULT	COMMENT SOURCE, AND ACTIONS TAKEN TO ACHIEVE TARGET
% of calls received by Council that have been responded to within 1.5 hours	100%	97.4%	<a href="K:\resource\Health\Resource Management\Noise Control Complaints">K:\resource\Health\Resource Management\Noise Control Complaints</a> 37/38 attended within timeframe One incident responded to over 1.5 hours (1 hr 48mins).

AFTER HOURS NOISE CONTROL COMPLAINTS RECEIVED	YTD 1 JULY 2018 TO 30 SEPTEMBER 2018	PREVIOUS YTD 1 JULY 2017 TO 30 SEPTEMBER 2017	PERIOD 1 OCTOBER 2018 TO 31 OCTOBER 2018	PREVIOUS PERIOD 1 SEPTEMBER 2017 TO 30 SEPTEMBER 2017
Total	38	21	12	8

## 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 18/19	YTD RESULT	COMMENT SOURCE, AND ACTIONS TAKEN TO ACHIEVE TARGET
Premises are inspected as part of licence renewals or applications for new licences.	100%	42.1% YTD	MAGIQ data. All premises inspected at new or renewal application stage (24/57*). *Number of inspections completed of licences coming up for renewal within the YTD period. 120 licences in total. Total number of licences is subject to change month by month as new businesses open and existing premises close.
Premises that are high risk are inspected annually, while low or medium risk premises are audited no less than once every three years.	100%	30.2% YTD	MAGIQ data. There are no high risk premises in the district. Low and medium risk premises are inspected every 3 years as part of the renewal process. There are currently 43 low and medium licences due for renewal or new inspections in this financial year. 7 of these have been inspected as at 31 October 2018. Total number of licences is subject to change month by month as new businesses open and existing premises close. (13/43)
Compliance activities are undertaken generally in accord with the Combined Licencing Enforcement Agencies agreement.	100%	0% YTD	No CLEG meetings have been held to date or activities scheduled.

ALCOHOL LICENCE APPLICATIONS PROCESSED	YTD 1 JULY 2018 TO 31 OCTOBER 2018	PREVIOUS YTD 1 JULY 2017 TO 31 OCTOBER 2017	PERIOD 1 OCTOBER 2018 TO 31 OCTOBER 2018	PREVIOUS PERIOD 1 OCTOBER 2017 TO 31 OCTOBER 2017
On Licence	6	11	1	8
Off Licence	9	4	3	2
Club Licence	3	2	0	1
Manager's Certificate	30	40	12	9
Special Licence	12	19	3	10
Temporary Authority	4	0	0	0
<b>Total</b>	<b>64</b>	<b>76</b>	<b>19</b>	<b>30</b>

## 2.6 Health Act - Safe Food

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

PUBLIC PROTECTION KEY PERFORMANCE INDICATORS	TARGET 18/19	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%	FHR – 5 FCP (Food Act) – 80 FCP (Deemed) – 3 NP – 33  The changes in the Food Act 2014 require that businesses have an appropriate Risk Based Measure in place by end of transition period (Feb 2019). Total number of premises is subject to change month by month as new businesses open and existing premises close.
Premises are inspected in accord with regulatory requirements.	100%	40.96%	FCP verifications – 34/83 *Total number of premises is subject to change month by month as new businesses open and existing premises close.

## 2.7 Bylaws

Between 1 July 2018 and 31 October 2018 there were 9 notices relating to trees and hedges, 10 litter and 6 abandoned vehicle complaints.

Contact Officer: Russell O'Leary, Group Manager – Planning & Environment