

# SOUTH WAIRARAPA DISTRICT COUNCIL

14 DECEMBER 2016

## 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 - 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 2016/17	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	-	Work has begun to change how data is recorded and stored in NCS so as to enable more effective reporting against AER's in WCDP.

In the evening of 22 November a stakeholder (landowners only) meeting was held in Greytown in relation to the ongoing work on the Greytown Residential Future Development Area structure plan.

Presentations were made by the consultants carrying out this work (Mike Hewison and Honor Clarke) for Council to those attending (around 20 parties).

Some at times lively discussion took place with most attending quite engaged with the broader issues surrounding this work and some of the detail.

The main technical information shared by the consultants related firstly to process / timing / engagement and secondly the findings of the soils analysis work.

Subsequently minutes of the meeting have been sent to everyone attending as a record of the evening.

## 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%	95.7%	3 applications over 20 w/d due to a) "mis-laid" correspondence b) notice of payment not being forwarded (this starts the clock) and c) application over due to overlap of staff away from office. Excludes Planning certificate statistic – record under Sale of Alcohol Act not RMA
s.223 certificates issued within 10 working days	100%	96%	1 over time - Survey Plan was lodged, but the Land on Line system (LI N Z) did not send an automatic notification.
s.224 certificates issued within 15 working days of receiving all required information (note no statutory requirement)	85%	92%	1 a day over because the verification that work completed to standard was delayed due to Roading Engineer being over committed with more urgent work.

Council continues to receive applications numbers well in excess of past levels. This has meant additional consents have been contracted for external processing. No further consents have gone over statutory timelines since we started contracting out.

## 1.3 Reserves Act – Management Plans

*SERVICE LEVEL – Council has a reserve management plan programme..*

RESOURCE MANAGEMENT KEY PERFORMANCE INDICATORS	TARGET 16/17	YTD RESULT	COMMENT SOURCE, AND ACTIONS TAKEN TO ACHIEVE TARGET
Council maintains and updates reserve management plans as required.	1	0	No action required to date.

## 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	One proven complaint received to date. This resulted from an error in the property title data supplied to Council by LINZ. It was agreed to refund the fee in part compensation for this error.
My non-urgent LIM is processed within 10 days	100%	100%	All processed within statutory timeline.

TYPE	YTD 1 JULY 2016 TO 30 OCTOBER 2016	PREVIOUS YTD 1 JULY 2015 TO 30 OCTOBER 2015	PERIOD 1 OCTOBER 2016 TO 30 OCTOBER 2016	PREVIOUS PERIOD 1 OCTOBER 2015 TO 30 OCTOBER 2015
Standard LIMs (Processed within 10 working days)	75	83	18	34
Urgent LIMs (Processed within 5 working days)	28	20	4	10
<b>Totals</b>	<b>103</b>	<b>103</b>	<b>22</b>	<b>44</b>

## 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%	100 %	NCS – Continued monitoring of processing days. Year to date, one CCC accidentally went over the 20WD's.
Building consent applications are processed within 20 working days	100%	97.99%	NCS – Continued monitoring of processing days. Due to volumes of applications received processing contractors have been used to maintain service levels. Even so I BC has gone over time by one day.
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 this year.
Earthquake prone buildings reports received	70%	63.43 %	Currently 144 of 227 known premises have been addressed. However work in this area has been put on hold until the new statutory regime takes effect next year. This is timed for March 2017.

TYPE	NUMBER	VALUE
<b>Commercial</b> (shops, restaurants, rest home – convalescence, restaurant /bar / cafeteria / tavern, motel, commercial building demolition - other commercial buildings)	6	\$69,900.00
<b>Industrial</b> (covered farm yards, building demolition, warehouse and/or storage, factory, processing plant, bottling plant, winery)	2	\$49,000.00
<b>Residential</b> (new dwellings, extensions and alterations, demolition of building, swimming and spa pools, sleep-outs, garages, relocations, heaters, solid fuel heaters.	34	\$3,754,335.00
<b>Other</b> ( public facilities - schools, toilets, halls, swimming pools)	1	\$200,000.00
<b>Totals</b>	<b>43</b>	<b>\$4,073,235.00</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.*

<b>PUBLIC PROTECTION KEY PERFORMANCE INDICATORS</b>	<b>TARGET 16/17</b>	<b>YTD RESULT</b>	<b>COMMENT SOURCE, AND ACTIONS TAKEN TO ACHIEVE TARGET</b>
Undertake public education, school and community visits to promote safe behaviour around dogs and/or responsible dog ownership	3 visits	0	Education programme targeting schools using the Christchurch City Council Dog Smart programme are planned to be undertaken.
Complaints about roaming and nuisance dogs are responded to within 4 hours	100%	100%	K:\resource\Bylaw Officers\Registers\Animal Control Service request register.xls

<b>INCIDENTS REPORTED</b>	
Attack on Pets	1
Attack on Person	1
Attack on Stock	0
Barking and whining	4
Lost Dogs	5
Found Dogs	0
Rushing Aggressive	1
Wandering	22
Welfare	0
Fouling	0
<b>Total</b>	<b>34</b>

The FCB has asked that Council go back to the previous reporting format and identify numbers of incidents by each town. Council previously requested that a district wide reporting format be used rather than breaking down data to townships.

The current format is easier to maintain and quicker to report. Additionally it is the overall levels of activity that matter in terms of service delivery.

The current format also avoids one town being "singled" out as good or bad compared to other areas and so avoids inappropriate comparisons being made. Lastly no other data is separated by township/area.

## 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 16/17	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 40 hours	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	5

## 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 16/17	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 SEPTEMBER 16	PREVIOUS YTD 1 JULY 15 TO 30 SEPTEMBER 15	PERIOD 1 SEPTEMBER 16 TO 30 SEPTEMBER 16	PREVIOUS PERIOD 1 SEPTEMBER 15 TO 30 SEPTEMBER 15
Total	33	26	15	21

## 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 31 OCTOBER 2016	PREVIOUS YTD 1 JULY 2015 TO 31 OCTOBER 2015	PERIOD 1 SEPTEMBER 2016 TO 31 OCTOBER 2016	PREVIOUS PERIOD 1 SEPTEMBER 2015 TO 31 OCTOBER 2015
On Licence	7	11	4	7
Off Licence	7	9	1	2
Club Licence	0	1	0	1
Manager's Certificate	30	32	2	6
Special Licence	16	18	6	12
Temporary Authority	0	1	0	0
<b>Total</b>	<b>60</b>	<b>72</b>	<b>13</b>	<b>27</b>

## 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

#### **2.6.1. Bylaws**

6 litter complaints were received. 6 letters regarding overgrown trees and hedges were issued. 3 abandoned vehicles were reported. 5 stock complaints were received.

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