

# SOUTH WAIRARAPA DISTRICT COUNCIL

20 SEPTEMBER 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	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"	75%	92%	NRB 3 Yearly Survey
The district plan has a monitoring programme that provides information on the achievement of its outcomes (AER's)		-	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 draft monitoring strategy has been completed and comments passed back to the consultants undertaking the work.

Work on the plan change to update the schedule of protected trees contained in the WCDP for south Wairarapa has progressed. The review of scheduled trees on the ground will commence early October and take approximately 2 weeks.

A draft Section 32 analysis to support the legal change process has been prepared. It is expected that formal documentation to commence the plan change will be available for the December meeting of Council.

The development of a structure plan and associated plan change for the Future development Area (FDA) in Greytown is now well advanced, but was unable to be completed for presentation to Council for this meeting. The complexity in terms of design, consultation with landowners, costings and financing has meant it had to be deferred to the October meeting.

It was considered better to not rush forward as this would enable Council to reach a higher degree of certainty on these matters prior to formal adoption of the proposals.

### 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%	100%	30/30 RCA's completed within statutory timeframe. NCS.
s.223 certificates issued within 10 working days	100%	83%	10/12 s223's completed within statutory time frame. NCS.
s.224 certificates issued within 15 working days of receiving all required information (note no statutory requirement)	95%	100%	8/8 s224's completed within Councils timeframes. NCS.

Council received 23 resource consent applications between 1 August 2017 and 31 August 2017. Numbers continue to run at historic highs of about 38 -44% above prior long term averages (100 versus 138-144 per annum).

With 50% of resource consents being for subdivisions, workloads for the planning team are being further compounded, as these require 2 further significant processes to be followed, S.223 and S.224 Certificates. Lastly staff have been working on 3 large and technically complex subdivisions which have added pressure.

Officers provide detailed information on resource consents 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	YTD RESULT	COMMENT SOURCE, AND ACTIONS TAKEN TO ACHIEVE TARGET
Council maintains and updates reserve management plans as required.	Yes	0	It is not anticipated that any updates will be undertaken this year as the RMP's are current and appropriate

## 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%	0	G:\LIMS
Non-urgent LIMs are processed within 10 days	100%	100%	G:\LIMS

LIMS have slightly reduced in number this year, although the “busy” season is yet to arrive (spring/summer). However, the need to take proper care with the issuing of these documents has been reinforced by issues that have arisen, either where claims by a party that wrong information may have been provided or where Council may not have fully disclosed an issue with land.

In consequence of these events Councils information systems have been reviewed to try to close any potential “loopholes” and to ensure that the right information is stored and readily available to officers providing inputs to LIMS.

TYPE	YTD 1 JULY 2017 TO 31 AUGUST 2017	PREVIOUS YTD 1 JULY 2017 TO 31 AUGUST 2017	PERIOD 1 AUGUST 2017 TO 31 <sup>ST</sup> AUGUST 2017	PREVIOUS PERIOD 1 <sup>ST</sup> AUGUST 2016 TO 31 <sup>ST</sup> AUGUST 2016
Standard LIMs (Processed within 10 working days)	26	36	11	20
Urgent LIMs (Processed within 5 working days)	10	13	4	8
<b>Totals</b>	<b>36</b>	<b>49</b>	<b>15</b>	<b>28</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	YTD RESULT	COMMENT SOURCE, AND ACTIONS TAKEN TO ACHIEVE TARGET
Code Compliance Certificate applications are processed within 20 working days	100%	97.36%	NCS – Continued monitoring of processing days. 74 of 76 CCC's were issued within statutory WD. NCS status error caused incorrect report data.
Building consent applications are processed within 20 working days	100%	100%	NCS – Continued monitoring of processing days. 91 of 91 consents were issued within statutory WD.

<b>PUBLIC PROTECTION KEY PERFORMANCE INDICATORS</b>	<b>TARGET</b>	<b>YTD RESULT</b>	<b>COMMENT SOURCE, AND ACTIONS TAKEN TO ACHIEVE TARGET</b>
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.
Council inspects new building works to ensure compliance with the BC issued for the work, BWOF's and Swimming Pools	Yes	Yes	Council is inspecting all work to insure compliance with building consents. <b>BWOF's</b> – Total 169 - Required 3 audits a month. 3 audited in August - 100%. <b>Swimming Pools</b> – Total 279 - Required 8 audits a month. 6 audited in August - 75%. More time will be allocated to BWOF's and Swimming Pools in the next month to bring numbers processed into line with the long term work programme.
Earthquake prone buildings reports received	90%	64.62 % Previous Percentage	Previous figures from the old legislation: 148 of 229 known premises have been addressed. No longer relevant (see discussion below).

Under the new EQP Buildings (EQPB's) legislation, Council are still required to identify potential Earthquake Prone Buildings (EQP). There is however a new methodology which may change the total number of potential EQPB's in the district.

Staff are in the process of reassessing currently registered buildings. This may exclude buildings previously thought of as EQPB's. Staff are 60% through that process and are hoping to have it completed within the next 4-6 weeks.

<b>TYPE</b>	<b>NUMBER</b>	<b>VALUE</b>
<b>Commercial</b> (shops, restaurants, rest home – convalescence, restaurant /bar / cafeteria / tavern, motel, commercial building demolition - other commercial buildings)	7	1,010,000
<b>Industrial</b> (covered farm yards, building demolition, warehouse and/or storage, factory, processing plant, bottling plant, winery)	3	128,514
<b>Residential</b> (new dwellings, extensions and alterations, demolition of building, swimming and spa pools, sleep-outs, garages, relocations, heaters, solid fuel heaters.	63	10,059,226
<b>Other</b> ( public facilities - schools, toilets, halls, swimming pools)	5	157,004
<b>Totals</b>	<b>78</b>	<b>11,354,744</b>

Within the building team, basic work flows continue to be very high. In addition taking on the new functions around swimming pool compliance, Building Warrants of Fitness (BWOF) and Earthquake Prone Buildings has placed considerable pressure on staff in terms of setting up the new systems required.

Lastly the upcoming accreditation review is beginning to impact due to the changed regulations now applied to this process. The new regulations have dramatically increased the costs of preparing for the next accreditation review as many of our current processes (contained in the Building Consent Authorities Quality Management System) are having to be modified to meet

the new accreditation standards. Because of this we have engaged an external QMS consultant (Mr John Tait) to assist with the required changes.

## 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	3 visits	0	
Complaints about roaming and nuisance dogs are responded to within 4 hours	100%	100%	K:\resource\Bylaw Officers\Registers\AC Service Requests.xls 13/13
Complaints about dog attacks on persons or stock are responded to within 1 hour	100%	100%	No attacks on people. 2 attacks on stock (includes pets) reported during period

INCIDENTS REPORTED 1 JULY 17 – 31 AUG 17	FEATHERSTON	GREYTOWN	MARTINBOROUGH
Attack on Pets	1	1	-
Attack on Person	-	-	-
Attack on Stock	-	-	-
Barking and whining	3	-	2
Lost Dogs	4	-	2
Found Dogs	2	-	2
Rushing Aggressive	1	-	2
Wandering	17	-	5
Welfare	-	-	-
Fouling	-	-	-
<b>Total</b>	<b>26</b>	<b>1</b>	<b>11</b>

## 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 2/2

PUBLIC PROTECTION KEY PERFORMANCE INDICATORS	TARGET	YTD RESULT	COMMENT SOURCE, AND ACTIONS TAKEN TO ACHIEVE TARGET
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 1/1

INCIDENTS REPORTED	TOTAL
Stock	3

## 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	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%	100%	K:\resource\Health\Resource Management\Noise Control Complaints\Year Records 2010-2017.xls

AFTER HOURS NOISE CONTROL COMPLAINTS RECEIVED	YTD 1 JULY 2017 TO 31 AUGUST 2017	PREVIOUS YTD 1 JULY 2016 TO 31 AUGUST 2016	PERIOD 1 JULY 2017 TO 31 AUGUST 2017	PREVIOUS PERIOD 1 JULY 2016 TO 31 AUGUST 2016
Total	10	16	10	16

Note : YTD and Period data are the same as there is only 1 reporting period.

## 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	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	100%	100%	All premises inspected at new or renewal application.

<b>PUBLIC PROTECTION KEY PERFORMANCE INDICATORS</b>	<b>TARGET</b>	<b>YTD RESULT</b>	<b>COMMENT SOURCE, AND ACTIONS TAKEN TO ACHIEVE TARGET</b>
low risk premises are audited no less than once every three years.			
Compliance activities are undertaken generally in accord with the Combined Licencing Enforcement Agencies agreement.	100%	100%	

<b>ALCOHOL LICENCE APPLICATIONS PROCESSED</b>	<b>YTD 1 JULY 2017 TO 31 AUGUST 2017</b>	<b>PREVIOUS YTD 1 JULY 2016 TO 31 AUGUST 2016</b>	<b>PERIOD 1 JULY 2017 TO 31 AUGUST 2017</b>	<b>PREVIOUS PERIOD 1 JULY 2016 TO 31 AUGUST 2016</b>
On Licence	2	3	2	3
Off Licence	1	6	1	6
Club Licence	0	3	0	3
Manager's Certificate	21	25	21	25
Special Licence	7	6	7	6
Temporary Authority	0	0	0	0
<b>Total</b>	<b>31</b>	<b>43</b>	<b>31</b>	<b>43</b>

Note : YTD and Period data are the same as there is only 1 reporting period to date.

## 2.6 Health Act - Safe Food

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

<b>PUBLIC PROTECTION KEY PERFORMANCE INDICATORS</b>	<b>TARGET</b>	<b>YTD RESULT</b>	<b>COMMENT SOURCE, AND ACTIONS TAKEN TO ACHIEVE TARGET</b>
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 July 2017 and 31 August 2017 there were 4 notices sent out relating to trees and hedges, 1 complaint relating to litter, and 3 abandoned vehicle complaints.

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