

# SOUTH WAIRARAPA DISTRICT COUNCIL

22 FEBRUARY 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 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 16/17	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 largely been completed on how data is recorded and stored in NCS so as to enable effective reporting for the NMS. Meetings with CDC and MDC have been held to discuss reporting against AER's in WCDP (plan effectiveness reports) and the preparation of SoE reports under Section 35 of the RMA91. Boffa Miskall have been jointly commissioned to scope these matters and report back.

Work has been further progressed on the Future Development Area at Greytown. The stage 1 assessment is complete. This has confirmed the lands within the area as suitable for development. Detailed analysis of soils,

load bearing capacity, flooding and landscape constraints to name a few aspects, has been undertaken.

Work is now proceeding on to analysing infrastructure and service requirements. Part of that work has been to look at development impacts beyond the land, especially in terms of wastewater, this being a major cost item. This work has branched out beyond the FDA to include all of Greytown, with new wastewater financial contributions being found necessary if Council is to recoup its costs.

Changes in core personnel have followed the resignation of Chris Gorman, a long serving senior officer. Russell Hooper has been promoted to senior planner and we have recruited a new planner to fill his role, Annabel Hobson.

The Planning Administrator has been ill and with the other changes, planning has been in catch-up mode, this being compounded by the 40% rise in resource consent applications.

As such we have been contracting out 50% of resource consent applications for processing. This will continue in the medium term so as to give staff time to settle into their new roles. It has also meant that we have had (3) misses in terms of timeframes.

## 1.2 Resource Management Act - Consents

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

RESOURCE MANAGEMENT KEY PERFORMANCE INDICATORS	TARGET 16/17	YTD RESULT	COMMENT SOURCE, AND ACTIONS TAKEN TO ACHIEVE TARGET
Consent applications completed within statutory timeframes	100%	96.21%	NCS. 3 applications have exceeded timeframes as previously reported.
s.223* certificates issued within 10 working days	100%	90%	NCS. Two s223 certificates went over the 10 w/d target (13 and 21 working days). S223 certificates are an administration function and the Planning Team have been functioning with limited admin support for several months.
s.224* certificates issued within 15 working days of receiving all required information (note no statutory requirement)	85%	95%	NCS

Council received 27 Resource Consent applications, 2 Planning Certificate applications, 1 Section 226 and 1 Section 221, between 1 November 2016 and 31 January 2017. Officers provide detailed information updates, subject to data and staff availability, on all consents direct to Council and Community Board members, so this information is not listed here.

Of note is the number of subdivision proposals currently under discussion with developers or lodged for processing. The largest of these are all located in Greytown. One is known as Tararua junction and involves the creation of

55 new lots at the southern end of Greytown. The second is presently known as Orchard Road development and provides 49 new lots. The last is a smaller proposal for 16 lots as part of the FDA in Greytown (the design ultimately allows for the creation of 64 new lots).

### 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

### 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 31 JANUARY 2017	PREVIOUS YTD 1 JULY 2015 TO 31 JANUARY 2016	PERIOD 1 NOVEMBER 2016 TO 31 JANUARY 2017	PREVIOUS PERIOD 1 NOVEMBER 2015 TO 31 JANUARY 2016
Standard LIMs (Processed within 10 working days)	117	111	46	55
Urgent LIMs (Processed within 5 working days)	43	34	20	24
<b>Totals</b>	<b>160</b>	<b>145</b>	<b>66</b>	<b>79</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%	99.51 %	NCS – Continued monitoring of processing days. 203 of 204 CCC's were issued within 20WD. Information was misplaced for one application resulting in CCC being issued on 29 days. Procedures are being put in place to try and prevent this happening again.
Building consent applications are processed within 20 working days	100%	98.48%	NCS – Continued monitoring of processing days. 323 of 328 consents were issued within 20WD. This is due to a large amount of consents being received over a 3 month period. 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 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. The effect of the changes may be to increase the number of buildings to be assessed.

TYPE	NUMBER	VALUE
<b>Commercial</b> (shops, restaurants, rest home – convalescence, restaurant /bar / cafeteria / tavern, motel, commercial building demolition - other commercial buildings)	15	\$457,901.00
<b>Industrial</b> (covered farm yards, building demolition, warehouse and/or storage, factory, processing plant, bottling plant, winery)	13	\$608,420.00
<b>Residential</b> (new dwellings, extensions and alterations, demolition of building, swimming and spa pools, sleep-outs, garages, relocations, heaters, solid fuel heaters.	90	\$12,836,560.00
<b>Other</b> ( public facilities - schools, toilets, halls, swimming pools)	3	\$305,000.00
<b>Totals</b>	<b>121</b>	<b>\$14,207,881.00</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.*

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	In discussion with SPCA who is interested in presenting Council's education program to schools in the district. This is a key strength for the SPCA.
Complaints about roaming and nuisance dogs are responded to within 4 hours	100%	98.3%	K:\resource\Bylaw Officers\Registers\Animal Control Service request register.xls Of the 181 complaints received this year, 3 have not been responded to within 4 hours. These occurred between November 2016 and January 2017. Two of these were responded to within 6 hours. The final complaint was followed up the next day.

INCIDENTS REPORTED (1 NOV 16 – 31 JAN 17)	FEATHERSTON	GREYTOWN	MARTINBOROUGH
Attack on Pets	2		1
Attack on Person	1	1	
Attack on Stock			
Barking and whining	4	1	
Lost Dogs	8	3	2
Found Dogs			
Rushing Aggressive	1	1	2
Wandering	13	11	12
Welfare	2		
Fouling			
<b>Total</b>	<b>31</b>	<b>17</b>	<b>17</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 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	1

## 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 31 JANUARY 17	PREVIOUS YTD 1 JULY 15 TO 31 JANUARY 16	PERIOD 1 NOVEMBER 16 TO 31 JANUARY 17	PREVIOUS PERIOD 1 NOVEMBER 15 TO 31 JANUARY 16
Total	73	60	40	34

## 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 JANUARY 2017	PREVIOUS YTD 1 JULY 2015 TO 31 JANUARY 2016	PERIOD 1 NOVEMBER 2016 TO 31 JANUARY 2017	PREVIOUS PERIOD 1 NOVEMBER 2015 TO 31 JANUARY 2016
On Licence	8	14	5	10
Off Licence	8	14	2	7
Club Licence	1	1	1	0
Manager's Certificate	52	54	24	28
Special Licence	32	17	22	11
Temporary Authority	0	1	0	0
<b>Total</b>	<b>101</b>	<b>101</b>	<b>54</b>	<b>56</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 Bylaws

Between 1 November 2016 - 31 January 2017 there were 18 Notices relating to long grass issued, 30 relating to trees and hedges, 5 relating to litter, 7 abandoned vehicle complaints responded to and 1 camping complaint.

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