

SOUTH WAIRARAPA DISTRICT COUNCIL

29 JUNE 2016

AGENDA ITEM D1

PLANNING AND ENVIRONMENT GROUP

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 2015/16	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.

A process to engage landowners within the Future Development Area for Greytown has commenced. The consultants undertaking this work for Council, have now written to landowners to make initial contact and in so doing set out what the project entails.

This step was a prerequisite to the consultants seeking specific access rights to the land for other investigations.

While the work plan is currently running behind schedule (due to delays in the availability of a soil expert – NES Contaminated Sites requirement), the project is now gaining some momentum.

Further updates will be provided by the consultants on the development of the structure plan as the work progresses.

Initial work on updating the protected trees schedule in the WCDP has finally begun. This has been delayed due to consenting pressures as outlined below.

Due to additional Ministry for Environment RMA reporting requirements, we have recently purchased an updated module for the NCS computer system we operate.

This will speed up the process of collecting and collating data for forwarding onto MfE as part of the Ministers annual report on TA performance under the RMA.

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%	96.04%	NCS
s.223* certificates issued within 10 working days	100%	100%	NCS (manually corrected as on-hold times not recognised by NCS)
s.224* certificates issued within 15 working days of receiving all required information (note no statutory requirement)	85%	100%	NCS

Council received a further 19 applications between May 3rd 2016 and June 2nd 2016. When compared to the long term average of 8-9 per month numbers remain very high.

As noted in the last PE Group Activity Report the processing of resource consents is therefore under pressure. This continues to impact on our ability to do other work. Consequently, we have contracted out 7 resource consents for external processing to date.

Officers provide detailed information 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 15/16	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 15/16	YTD RESULT	COMMENT SOURCE, AND ACTIONS TAKEN TO ACHIEVE TARGET
My LIM contains all relevant accurate information (no proven complaints)	100%	100%	No complaints received to date. All information provided to applicants as required by LG Act.
My non-urgent LIM is processed within 10 days	100%	100%	All processed within statutory timeline.

The number of applications for LIMS remains at a very high level as reported in the last PE Group Report. This continues to pressurize work flows within the group and in other areas of Council.

The previously predicted end of year total (336) for all LIMs is very likely to be exceeded.

TYPE	YTD 1 JULY 2015 TO 1 MAY 2016	PREVIOUS YTD 1 JULY 2014 TO 1 MAY 2015	PERIOD 1 MAY 2016 TO 31 MAY 2016	PREVIOUS PERIOD 1 MAY 2015 TO 31 MAY 2015
Standard LIMs (Processed within 10 working days)	179	109	20	18
Urgent LIMs (Processed within 5 working days)	54	95	11	13
Totals	311	271	31	31

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 2015/16	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%	99.69 %	NCS – Continued monitoring of processing days.
Council maintains its processes so that it meets BCA accreditation every 2 years	Yes	Yes	Next IANZ review set for January 2016
Earthquake prone buildings reports received	70%	63.43 %	Currently 144/227 known premises have been addressed. National changes proposed by the Government may result in changes to the numbers of premises affected.

Work on setting up electronic processing of Building Consents is well advanced. Consent applications are now immediately scanned into the Trapeze processing module. We have found that the system is more time consuming to date, than using hardcopy, but this will change in time as the system becomes more familiar for staff and all the “teething” issues are ironed out and as a whole it functions as we want.

TYPE	NUMBER	VALUE
Commercial (shops, restaurants, rest home – convalescence, restaurant /bar / cafeteria / tavern, motel, commercial building demolition - other commercial buildings)	0	0
Industrial (covered farm yards, building demolition, warehouse and/or storage, factory, processing plant, bottling plant, winery)	2	\$68,251.00
Residential (new dwellings, extensions and alterations, demolition of building, swimming and spa pools, sleep-outs, garages, relocations, heaters, solid fuel heaters.	8	\$2,665,251.00
Other (public facilities - schools, toilets, halls, swimming pools)	0	0
Totals	10	\$2,733,502.00

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	6	Education programme targeting schools is in progress using the Christchurch City Council Dog Smart programme.
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

Dog registration application reminders for the 2016/17 registration year have been sent out to dog owners last week (17/6/2016). It is expected that the registration process will run smoother this year (fewer enquiries) given that the fees have remained the same as last year.

INCIDENTS REPORTED	1 MAY TO 31 MAY 2016
Attack on Pets	1
Attack on Person	0
Attack on Stock	0
Barking and whining	1
Lost Dogs	7
Found Dogs	0
Rushing Aggressive	0
Wandering	11
Welfare	0
Total	20

Wandering dog reports continue to trigger the bulk of Councils enforcement activities (29 last month, 11 this month).

A review of how we approach this problem will be undertaken in the next few months to see if a more proactive stance can be taken.

A greater focus on messaging dog owners as to what is permissible under the Act, Council policy and the bylaw will be examined. An improved monitoring and stricter enforcement approach will be considered as part of that as well.

Part of that may be picked up under a responsible owner policy which Council has asked staff to investigate and report back on. That work will be reported on at the August meeting.

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%	No incidents to date have not been responded to within the time frame due to the remoteness 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

STOCK INCIDENTS REPORTED
5

2.4 Resource Management Act – after hours Noise Control

SERVICE LEVEL – The Council will respond when I need some help with noise control.

AFTER HOURS NOISE CONTROL COMPLAINTS RECEIVED	YTD 1 JULY 15 TO 31 MAY 16	PREVIOUS YTD 1 JULY 14 TO 31 MAY 15	PERIOD 1 MAY 16 TO 31 MAY 16	PREVIOUS PERIOD 1 MAY 15 TO 31 MAY 115
Total	121	173	3	3

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 2015/16	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	PREVIOUS YTD	PERIOD	PREVIOUS PERIOD
	1 JULY 2015 TO 31 MAY 2016	1 JULY 2014 TO 31 MAY 2015	1 MAY 2016 TO 31 MAY 2016	1 MAY 2015 TO 31 MAY 2016
On Licence	25	20	0	1
Off Licence	26	22	1	2
Club Licence	6	2	0	1
Manager's Certificate	104	79	10	8
Special Licence	42	39	1	4
Temporary Authority	5	9	1	0
Total	221	170	13	16

2.6 Health Act - Safe Food

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

PUBLIC PROTECTION KEY PERFORMANCE INDICATORS	TARGET 2015/16	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

Three litter complaints were received from 1 May 2016 to 31 May 2016. No long grass notices were issued. 12 letters regarding overgrown trees and hedges were issued. One abandoned vehicle was reported.

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