

# SOUTH WAIRARAPA DISTRICT COUNCIL

4 JUNE 2014

## 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. Group Overview

The Planning and Environment Group of Council is responsible for the resource management (district plan, resource consents, reserve management plans, LIM's) and public protection (liquor, health, safe food, after-hours noise, building, stock and animal control) significant activities of Council, as set out in the Annual Plan 2013-14.

This report sets out the Group's performance against the Annual Plan targets and provides general comment to update Council on topical issues.

## 2. Resource Management

### 2.1 Resource Management Act - District Plan Policy

*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 2013/14	YTD RESULT	COMMENT SOURCE, AND ACTIONS TAKEN TO ACHIEVE TARGET
Ratepayers and residents satisfied with the District as a "better" place to live	65%	N/A	NRB Survey 2013
Ratepayers and residents satisfied with the image of the closest town centre shown as "satisfied"	65%	N/A	NRB Survey 2013

## 2.2 Resource Management Act - Consents

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

RESOURCE MANAGEMENT KEY PERFORMANCE INDICATORS	TARGET 2013/14	YTD RESULT	COMMENT SOURCE, AND ACTIONS TAKEN TO ACHIEVE TARGET
Consent applications completed within statutory timeframes	100%	99%	NCS data
s.223* certificates issued within 10 working days	100%	100%	NCS data
s.224* certificates issued within 15 working days of receiving all required information (note no statutory requirement)	85%	96%	NCS data

### 2.2.1. Consent Processing

Council has processed 97 resource consents this year (01/07/13 to 21/05/14). In the same period last year (01/07/12 to 21/05/13) the Council had processed 88 resource consents. From 01/04/14 to 21/05/14 Council has processed 11 resource consents.

NB: 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.

### 2.2.2. Pinot Grove Subdivision

The Pinot Grove 70 lot residential development at 95-107 Jellicoe Street has been signed off by Council.

### 2.2.3. Latest (and last) MfE Survey of Local Authority Performance

Recently the Ministry for the Environment released the latest survey results relating to processing performance under the RMA, with a particular focus on resource consents.

Both the Masterton and Carterton District Councils were rightly commended by the Minister for the Environment for achieving 100 % compliance with resource consent processing deadlines for the survey period (1 July 2012-30 June 2013).

This Council's processing performance was recorded as 97 % compliance with deadlines (note: this is also the overall average result for all TA's). Council's compliance figure was affected by 3 consents out of 100 processed, crossing the 20 working days limit prescribed in the Act.

Two of those consents were issued at 21 W/D's while one went 5 W/D's overtime. This later consent was a clear error.

The other two consents were "overdue" by one day because we do not normally take advantage of the S.37 "stop clock" provisions in the Act when seeking additional information (we let the clock tick). However, when this means a timeline is not achieved (even to a very small extent) our processing statistics are adversely affected.

This approach is beneficial to applicants because rather than extending the processing period, we instead push hard to issue a consent decision within the 20 W/D's regardless.

As noted, Council did not exercise S.37 during the year, while in comparison CDC exercised it 13 times or 33% of the time. MDC did so once which is comparable to our use. The overall average for use by local authorities of S.37 was 17% of the time.

If all forms of consents issued under the RMA are considered, such as granting of easements (these are not included in the MfE statistics), then Council's processing performance reached 99% compliance, as was recorded in the 2012-13 Annual Report.

Lastly, it should be noted that Council processes the highest number of consents as recorded by MfE (SWDC 100; MDC 86; CDC 39).

### 2.3 Reserves Act – Management Plans

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

RESOURCE MANAGEMENT KEY PERFORMANCE INDICATORS	TARGET 2013/14	YTD RESULT	COMMENT SOURCE, AND ACTIONS TAKEN TO ACHIEVE TARGET
Number of Management and/or Plans adopted or revised	1	1	Council resolution

### 2.4 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 2013/14	YTD RESULT	COMMENT SOURCE, AND ACTIONS TAKEN TO ACHIEVE TARGET
My LIM contains all relevant accurate information (no proven complaints)	Yes	Yes	Council's LIM template covers all statutory matters required to be included in LIM
My non-urgent LIM is processed within 10 days	100%	100%	NCS data

The following data provides a snapshot of the actual number of LIM's processed in this period.

ADDITIONAL INFORMATION TYPE	YTD	PREVIOUS YTD	PERIOD (8/4/14 TO 22/5/14)	PREVIOUS PERIOD
Standard LIMs (Processed within 10 working days)	113	116	9	19
Urgent LIMs (Processed within 5 working days)	98	64	12	16
<b>Totals</b>	<b>211</b>	<b>180</b>	<b>21</b>	<b>35</b>

### 3. Public Protection

#### 3.1 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 2013/14	YTD RESULT	COMMENT SOURCE, AND ACTIONS TAKEN TO ACHIEVE TARGET
Code Compliance Certificate applications are processed within 20 working days	100%	99.60%	Processing times since the last meeting was 100%.
Building consent applications are processed within 20 working days	100%	98.89%	Processing times since the last meeting was 100%.
Council maintains its processes so that it meets BCA accreditation every 2 years	Yes	Yes	IANZ review 2016
Earthquake prone buildings reports received	100%	129/222	The government is proposing to make changes where by the assessments will need to be completed by a certain time. No further information from the government has been provided.

Building consent numbers from 1 July 2013 to 16 May 2014 (Year to Date) total 360 consents.

For the same period the year before (2012 – 13) the total was 369.

The following table provides a snapshot of the number and types of building consents granted for the period.

ADDITIONAL INFORMATION TYPE	NUMBER	VALUE
Commercial	0	\$0
Industrial	5	\$201,100
Residential	45	\$1,733,082
Other	5	\$269,000
<b>Totals</b>	<b>55</b>	<b>\$2,203,182</b>

#### 3.2 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 2013/14	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	6 visits	No visits	None to date. Visits are planned for Greytown School before June 2014, subject to having suitable staff available to deliver the programme.
Complaints about roaming and nuisance dogs are responded to within 4 hours	100%	100%	NCS

As at 22 May 2014 there are 2,855 registered dogs with 1,635 owners.

There are currently 36 unregistered dogs, with 30 owners who have been or are in the process of being infringed for this offence.

The following table provides a snapshot of dog control incidents by type and location for the period.

ADDITIONAL INFORMATION INCIDENTS REPORTED	MARTINBOROUGH	FEATHERSTON	GREYTOWN
Attack on Pets	0	1	0
Attack on Person	0	0	0
Barking and whining	0	0	0
Lost Dogs	0	0	0
Found Dogs	0	1	0
Rushing Aggressive	1	4	1
Wandering	0	1	0
<b>Total</b>	<b>1</b>	<b>7</b>	<b>1</b>

### 3.3 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 2013/14	YTD RESULT	COMMENT SOURCE, AND ACTIONS TAKEN TO ACHIEVE TARGET
Stock causing a traffic hazard is responded to within 1 hour	100%	100%	
Council responds to complaints regarding animals within 40 hours	100%	100%	

The following table provides a summary snapshot of stock control incidents between 8 April 2014 and 22 May 2014.

ADDITIONAL INFORMATION INCIDENTS REPORTED	MARTINBOROUGH	FEATHERSTON	GREYTOWN
Stock	0	2	1
<b>Total</b>	<b>0</b>	<b>2</b>	<b>1</b>

### 3.4 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 2013/14	YTD RESULT	COMMENT SOURCE, AND ACTIONS TAKEN TO ACHIEVE TARGET
% of calls received by Council that have been responded to	100%	100%	NCS data

The following table provides a summary snapshot of noise control incidents between 7 April 2014 and 22 May 2014.

ADDITIONAL INFORMATION AFTER HOURS NOISE CONTROL COMPLAINTS RECEIVED	YTD (2013/2014)	YTD (2012/2013)	PERIOD (7/4/14 – 22/5/14)	PREVIOUS PERIOD (7/4/12 – 22/5/13)
Total	159	200	21	17

### 3.5 Sale and Supply of Liquor Act - Licensing

*SERVICE LEVEL – The supply of liquor is controlled by promoting responsible drinking.*

PUBLIC PROTECTION KEY PERFORMANCE INDICATORS	TARGET 2013/14	YTD RESULT	COMMENT SOURCE, AND ACTIONS TAKEN TO ACHIEVE TARGET
Premises that sell liquor that are checked prior to renewal to make sure they comply with the Sale of Liquor Act 1989	100%	100%	All applications for renewals have been checked for compliance with the Sale and Supply of Alcohol Act 2012 which replaced the Sale of Liquor Act 1989.

The following table provides a summary snapshot of liquor related activities between 8 April 2014 and 22 May 2014.

ADDITIONAL INFORMATION ALCOHOL LICENCE APPLICATIONS PROCESSED	YTD (2013/2014)	PREVIOUS YTD (2012/2013)	PERIOD (8/4/14 – 22/5/14)	PREVIOUS PERIOD
On, Off and Club Licences	28	91*	0	4
Manager's Certificates	121	39*	14	13

\* Partial data only due to new computer system introduced mid 2012

### 3.6 Health Act - Safe Food

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

PUBLIC PROTECTION KEY PERFORMANCE INDICATORS	TARGET 2013/14	YTD RESULT	COMMENT SOURCE, AND ACTIONS TAKEN TO ACHIEVE TARGET
Premises failing to comply with Food Hygiene regulations that are re-inspected within a 3 month period and enforcement is affected if offence continues	100%	100%	No enforcement has been required

### **3.7 Food Bill Update**

The Food Bill is set down for its third reading on 22 May 2014 and is likely to be enacted before the end of May 2014. However a commencement date has not been advised at this time. The latest commencement date is March 2016. Until commencement it will be essentially business as usual for Council. Officers are taking the opportunity to ensure as many businesses as possible are using template food control plans so that we do not get "swamped" in the three year transition period. Council has been receiving a steady stream of applications from businesses wanting to change to Food Control Plans. There are currently 19 businesses using FCP's and a further 4 are trialing the system.

The Ministry of Primary Industries aim to have all implementation questions answered in guidance material, and provide other forms of support, so that the implementing of the new regime is completed around six months before March 2016.

### **3.8 Bylaws**

From 7 April 2014 to 22 May 2014, one abandoned vehicle was reported and one general complaint (graffiti) was received.

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