

# SOUTH WAIRARAPA DISTRICT COUNCIL

06 APRIL 2016

## AGENDA ITEM D1

### PLANNING AND ENVIRONMENT GROUP 6 WEEKLY ACTIVITY 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 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.

#### 1.1.1. Plan Change – Notable Trees

Discussions have taken place with MDC and CDC staff in relation to this Council's desire to update the list of trees covered by Schedule 1.4 of the WCDP within South Wairarapa. Both those Council's indicated an interest in the plan change to update their schedules as well.

Initial work to identify candidate trees within South Wairarapa will begin late next month. An advertisement asking for suggestions from property owners as to trees on their sites which could be included will be posted.

The Tree Advisory Group in Greytown will be contacted at that time as well.

Any trees identified through these processes will then go through a technical evaluation process to establish whether inclusion as notable trees can be justified.

A Plan Change to modify the schedule will then be drafted for Council consideration before it is referred onto the Combined Planning Committee for consideration.

### **1.1.2. Proposed NRP (WRC)**

Further submissions on the Wellington Regional Council proposed Natural Resources Plan closed on Tuesday 29 March 2016. The regional council allowed the minimum period for lodgement of further submissions (4 weeks) permitted under the Act.

This put considerable time pressure on staff to organise the screening of the summary of submissions (and actual submissions where necessary) because there were 433 original submissions with some 11,414 points of submission to review.

Once again we have collaborated fully with MDC, while for CDC most matters have been aligned although there are differences. MDC and ourselves jointly engaged Boffa Miskell to firstly, determine which submissions were allied to council's position and which were at odds with it and secondly, undertake the drafting of the further submissions document.

In addition the consultants were to co-ordinate and incorporate the commentary and input provided by staff of both Council's.

It is not known when pre-hearing meetings and then hearings are likely to occur, although given the number and extent of matters contested by the community, it may be some time.

## **1.2 Resource Management Act - Consents**

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

<b>RESOURCE MANAGEMENT KEY PERFORMANCE INDICATORS</b>	<b>TARGET 2015/16</b>	<b>YTD RESULT</b>	<b>COMMENT SOURCE, AND ACTIONS TAKEN TO ACHIEVE TARGET</b>
Consent applications completed within statutory timeframes	100%	95.74%	NCS (3 applications have gone over 20 w/d. One has resulted in a small refund of processing fees [\$34.00]). A new tracking system has now been set up to lessen the likelihood of future overruns.
s.223* certificates issued within 10 working days	100%	100%	NCS
s.224* certificates issued within 15 working days of receiving all required information (note no statutory requirement)	85%	100%	NCS

Council received 18 applications between February 1<sup>st</sup> 2016 and March 16<sup>th</sup> 2016. This has created an extremely high workload for staff at this time, in addition to managing the judicial review proceedings relating to Freshchoice.

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%	Two complaints relating to information provided on earthquake fault lines were received. The detail of these is outlined below. All information provided to applicants as required by LG Act.
My non-urgent LIM is processed within 10 days	100%	99.6%	One LIM was issued outside of statutory timeframe.

TYPE	YTD 1 JULY 15 TO 22 MARCH 2016	PREVIOUS YTD 1 JULY 14 TO 22 MARCH 2015	PERIOD 1 FEB 2016 TO 22 MARCH 2016	PREVIOUS PERIOD 1 FEB 2015 TO 22 MARCH 2015
Standard LIMs (Processed within 10 working days)	179	109	41	28
Urgent LIMs (Processed within 5 working days)	54	95	9	22
<b>Totals</b>	<b>233</b>	<b>204</b>	<b>50</b>	<b>50</b>

#### 1.4.1. LIM – Fault line concerns

Recently information relating to fault lines affecting 2 separate properties has been questioned. One query related to the Martinborough fault line and the other the Wairarapa fault line.

In the Martinborough case, after investigation, the wording of the LIM was slightly readjusted to reflect more closely the advice provided in the geological assessment that was prepared on the fault line and by Wellington Regional Council. Instead of a red line on a map indicating an "exact" alignment for the fault line the LIM now states that it "is the most likely location" of the fault line. These are the words used in the Wellington Regional Council to describe the status of the "red line".

In the Wairarapa fault line case, the query arose, because as a result of additional scientific information becoming available after the WCDP became operative. A significant shift in the mapped location of the fault line occurred, it moved by some 100 to 200 meters to the east.

The complainants property and in particular their house (it appears that the house now sits on the fault) are now within the fault zone, whereas before they were not. While considerable sympathy exists for the party affected, there is little Council can do other than to ensure the information is factually correct, which has been done.

The best and most up to date information must be included in a LIM by Council even where doing so may have adverse consequences for a property owner. A change can only be made if the scientific advisers that generated the information in the first instance, obtain new information or facts that lead to an alternate outcome.

## 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%	99.53 %	NCS – Continued monitoring of processing days. Due to staff shortages processing contractors have been used to maintain service levels. One eternally processed consent has exceeded the 20w/d's by 1 day.
Council maintains its processes so that it meets BCA accreditation every 2 years	Yes	Yes	IANZ review took place in late January 2016. No corrective action requests were issued, this being the second consecutive review where this has been achieved. Next IANZ review is set for January 2018
Earthquake prone buildings reports received	70%	63 %	Currently 143/227 known premises have been addressed. Changes proposed by the Government may result in changes to the numbers of premises affected.

TYPE	NUMBER	VALUE
<b>Commercial</b> (shops, restaurants, rest home – convalescence, restaurant /bar / cafeteria / tavern, motel, commercial building demolition - other commercial buildings)	1	\$30,000
<b>Industrial</b> (covered farm yards, building demolition, warehouse and/or storage, factory, processing plant, bottling plant, winery)	2	\$37,000
<b>Residential</b> (new dwellings, extensions and alterations, demolition of building, swimming and spa pools, sleep-outs, garages, relocations, heaters, solid fuel heaters.	22	\$1,965,948
<b>Other</b> ( public facilities - schools, toilets, halls, swimming pools)	3	\$337,000
<b>Totals</b>	<b>28</b>	<b>2,369,948</b>

### **2.1.1. Dangerous Buildings – South Coast**

Last year Council wrote to the owners of 2 properties on the south coast, these being located at 1341 and 1596 Cape Palliser Road. Both properties had been subject to rapid erosion during storms that had affected the south coast at the time.

The two house structures had been examined and determined to be dangerous under the Building Act in that they posed a danger to people and property – the two houses involved were perched precariously on/partially over the edge of the sea cliffs.

A notice under section 124 (2) (b) and (c) of the Building Act 2004 was issued on 20 October 2015 to the owners requiring the removal or demolition of the two structures. The owners were given until 20 April 2016 to comply with the notice. At the same time use of the buildings was prohibited and warning signs were erected to advise the public to stay well clear.

Further inspections to determine whether the notices have been complied with are now planned for late April. If they have not been then further action will be required to ensure public safety.

## **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 15/16</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	6 visits	Education programme targeting schools has been completed using the Christchurch City Council Dog Smart programme.
Complaints about roaming and nuisance dogs are responded to within 4 hours	100%	81%	K:\resource\Bylaw Officers\Registers\Animal Control Service request register.xls

### **2.2.1. Registration – new SoP category**

Work has commenced on formulating a Special Owner Policy after Council requested it be investigated. The establishment of such a policy, if Council decides to proceed with it, would be timed to coincide with the 2017/18 registration and financial years.

This will allow sufficient time for all the new procedures to be considered and implemented, as well as making time available to make the necessary changes to the NCS system and registration documentation.

The financial impacts of adopting such a policy will also be able to be properly calculated. Experiences of other Council's with SoP's are being collated as well so that we can avoid making the same mistakes and pick up on the best practice solutions developed.

It is planned to bring a full report to the next meeting of Council on these matters.

INCIDENTS REPORTED	
Attack on Pets	3
Attack on Person	0
Attack on Stock	2
Barking and whining	6
Lost Dogs	4
Found Dogs	0
Rushing Aggressive	0
Wandering	18
Welfare	2
<b>Total</b>	<b>36</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 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	8

#### 2.3.1. Roaming sheep

An incident involving a roaming sheep (Ram) was reported in the Dominion.

This ram had a Shrek like look (we like to think of it as Frek as it was captured in Featherston!), as it had not been shorn for some time.

The ram was "somewhat wild" and took 2 Police officers and Council's Bylaw officer to apprehend it once it was herded away from the corner of State Highway 2 and Wakefield Street and onto a nearby fenced site.

It was potentially a case where the best option might have been for the Police to destroy the animal on the spot and this was in fact planned for if on a last attempt, the animal had not been restrained.

On examining the restrained animal, staff had concerns for the welfare of the animal given the excessively long fleece and the recent very hot weather. At that stage there was no way of finding the owner so the animal was impounded.

The animal has since been claimed by a woman (she claims she was alerted by the publicity) who is resident in Featherston.

All costs of the capture and detention of the animal are being charged to the claimant and will be required to be paid prior to the return of the animal.

## 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\Noise Control Complaints\Year Records 2010-2015.xls

AFTER HOURS NOISE CONTROL COMPLAINTS RECEIVED	YTD 1 JULY 15 TO 17 MARCH 16	PREVIOUS YTD 1 JULY 14 TO 17 MARCH 15	PERIOD 1 FEB 16 TO 17 MARCH 16	PREVIOUS PERIOD 1 FEB 15 TO 17 MARCH 15
Total	78	81	18	15

## 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 1 JULY 2015 TO 28 FEB 2016	PREVIOUS YTD 1 JULY 2014 TO 28 FEB 2015	PERIOD 1 FEB 2016 TO 28 FEB 2016	PREVIOUS PERIOD 1 FEB 2015 TO 28 FEB 2015
On Licence	23	18	1	1
Off Licence	20	17	0	0
Club Licence	3	1	0	0
Manager's Certificate	83	63	19	15
Special Licence	35	33	2	6
Temporary Authority	2	5	0	0

## 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%	All premises inspected at renewal period

### **2.6.1. Bylaws**

5 litter complaints were received from 1/2/16 to 17/3/16. No long grass notices were issued however 16 letters regarding overgrown trees and hedges were issued. 4 abandoned vehicles were reported. 6 general bylaw complaints were received.

Contact Officer: Murray Buchanan, Group Manager Planning and Environment