

# SOUTH WAIRARAPA DISTRICT COUNCIL

4 FEBRUARY 2015

## AGENDA ITEM E1

### 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 2014/15	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
Ratepayers and residents satisfied with the image of the closest town centre shown as "satisfied"	65%	N/A	NRB Survey

Staff have engaged a consultant to assess and pull together the VUW students work on Featherston in preparation for the Planning and Infrastructure meeting in February.

The consultant is identifying the common themes developed within the student's group and individual projects and then ranking them in terms of very broad priorities and principles (e.g. is it directly connected to Council's responsibilities).

This work is designed to simplify the process of reviewing the information for Council and the Community Board, and to assist in making decisions on those aspects that are highly relevant, can be packaged and which could be further developed and implemented.

## 1.2 Resource Management Act - Consents

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

RESOURCE MANAGEMENT KEY PERFORMANCE INDICATORS	TARGET 2014/15	YTD RESULT	COMMENT SOURCE, AND ACTIONS TAKEN TO ACHIEVE TARGET
Consent applications completed within statutory timeframes	100%	97.1%	NCS – Of the 2 of 70 applications which exceeded the time limit, 1 was for SWDC (1 day over), the other was a notified application put on hold by the applicant.
s.223* certificates issued within 10 working days	100%	90%	NCS (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%	97%	NCS (on-hold times not recognised by NCS)

Council received 6 (last year 8) resource consent applications between 12 December 2014 and 15 January 2015. Overall however the number of resource consent applications is running at 40% over the annual average rate for the last 4/5 years. 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. As noted above in the table, the NCS system is still not generating the required reports for staff. NCS have been asked to address these issues.

## 1.3 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	0	A report will be presented to the April meeting on any remaining reserves to decide whether these should be covered by an RMP or not.

## 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 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

TYPE	YTD (1 JULY 14 TO 16 JAN 15)	PREVIOUS YTD (1 JULY 13 TO 16 JAN 14)	PERIOD (5 Nov 14 TO 16 JAN 15)	PREVIOUS PERIOD (5 Nov 13 TO 16 JAN 14)
Standard LIMs (Processed within 10 working days)	73	81	26	25
Urgent LIMs (Processed within 5 working days)	66	51	26	21
<b>Totals</b>	<b>139</b>	<b>132</b>	<b>52</b>	<b>46</b>

## 2. Building Act - Consents and Enforcement

### 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 2013/14	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%	100%	NCS – Continued monitoring of processing days.
Council maintains its processes so that it meets BCA accreditation every 2 years	Yes	Yes	IANZ review 2016
Earthquake prone buildings reports received	100%	142/228	The government is proposing to make changes where by the assessments will need to completed by a certain time. No further information from the government has been provided.

Building consent numbers from 1 July 2014 to 13 January 2015 (Year to Date) total 166 consents. For the same period last year the total was 192.

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

TYPE	NUMBER	VALUE
<b>Commercial</b> (shops, restaurants, rest home – convalescence, restaurant /bar / cafeteria / tavern, motel, commercial building demolition - other commercial buildings)	4	\$254,500
<b>Industrial</b> (covered farm yards, building demolition, warehouse and/or storage, factory, processing plant, bottling plant, winery)	5	\$823,631
<b>Residential</b> (new dwellings, extensions and alterations, demolition of building, swimming and spa pools, sleep-outs, garages, relocations, heaters, solid fuel heaters.	46	\$5,656,116
<b>Other</b> ( public facilities - schools, toilets, halls, swimming pools)	1	\$35,000
<b>Totals</b>	56	\$6,769,247

Residential consents still dominate the work flows. Site inspections have consequently been in heavy demand as the continuing dry weather has enabled works to proceed without interruption. Consequently some other areas of work have been delayed until such time as staff become available, this in the main involving BWOF (Building Warrants of Fitness) and Code of Compliance sign-offs. BWOF can involve critical safety systems in buildings (e.g. relating to fire) so these will become a focus of work in the next few weeks to enable Council to catch-up with these checks.

### 3. Public Protection

#### 3.1 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	0	2 visits to schools in Term 1 will be completed.
Complaints about roaming and nuisance dogs are responded to within 4 hours	100%	100%	NCS

As at 14th January 2015 there were 2843 registered dogs in the district.

68 are unregistered, with 31 owners involved. Of the unregistered dogs 33 have been paid for, but tags cannot be issued because of incomplete application information.

6 infringement notices have been issued during this period, 5 for failure to keep a dog under control or confined and 1 for failure to register.

32 unpaid infringement notices for "failure to register" and 1 for "failure to control" were sent to the Courts in December.

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

INCIDENTS REPORTED	MARTINBOROUGH	FEATHERSTON	GREYTOWN
Attack on Pets	0	0	1
Attack on Person	1	0	0
Attack on Stock	0	2	0
Barking and whining	1	1	1
Lost Dogs	5	3	0
Found Dogs	1	2	2
Rushing Aggressive	1	1	1
Wandering	2	4	1
Welfare	0	0	1
<b>Total</b>	<b>11</b>	<b>13</b>	<b>7</b>

### 3.3 Public Places Bylaw 2012 - Stock Control

*SERVICE LEVEL – Stock don't wander on roads, farmers are aware of their responsibilities.*

<b>PUBLIC PROTECTION KEY PERFORMANCE INDICATORS</b>	<b>TARGET 2013/14</b>	<b>YTD RESULT</b>	<b>COMMENT SOURCE, AND ACTIONS TAKEN TO ACHIEVE TARGET</b>
Stock causing a traffic hazard is responded to within 1 hour	100%	100%	CEM & NCS service requests
Council responds to complaints regarding animals within 40 hours	100%	100%	CEM & NCS service requests

The following table provides a summary snapshot of stock control incidents between 7 November 2014 and 14 January 2015.

<b>INCIDENTS REPORTED</b>	<b>MARTINBOROUGH</b>	<b>FEATHERSTON</b>	<b>GREYTOWN</b>
Stock	6	8	1
<b>Total</b>	<b>6</b>	<b>8</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.*

<b>PUBLIC PROTECTION KEY PERFORMANCE INDICATORS</b>	<b>TARGET 2013/14</b>	<b>YTD RESULT</b>	<b>COMMENT SOURCE, AND ACTIONS TAKEN TO ACHIEVE TARGET</b>
% of calls received by Council that have been responded to	100%	100%	It appears that some complaints were not dealt with while the difficulties with the afterhour's response system occurred.

A number of problems arose in the week prior to Xmas with the afterhour's noise response system. Due to a change in the afterhours call centre contracted by Amourguard (they changed provider) the 0800 number used by the public to report incidents ceased to operate.

Neither Amourguard nor Council was aware of this situation until raised by Citycare, who were suddenly receiving many afterhours noise complaints on Council's general afterhour's number.

This caused some incidents to be incorrectly reported and resulted in some confusion and delays with Citycare transferring the calls to Amourguard.

Some complaints may have been "lost" and not responded to at this time as well, although we have no data to confirm this at present. This is the reason for still applying the 100% response figure in this report.

This problem was literally resolved on Xmas eve. The service subsequently operated normally through Xmas/New Year which is always a busy period.

AFTER HOURS NOISE CONTROL COMPLAINTS RECEIVED	YTD (1 JULY 14 TO 16 JAN 15)	PREVIOUS YTD (1 JULY 13 TO 16 JAN 14)	PERIOD (6 NOV 14 TO 16 JAN 15)	PREVIOUS PERIOD (6 NOV 13 TO 16 JAN 14)
<b>Total</b>	<b>58</b>	<b>73</b>	<b>19</b>	<b>40</b>

### 3.5 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 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 and Supply of Alcohol Act 2012	100%	100%	NCS data and Inspectors reports to the District Licensing Committee

ALCOHOL LICENCE APPLICATIONS PROCESSED	YTD (1 JULY 14 TO 16 JAN 15)	PREVIOUS YTD (1 JULY 13 TO 16 JAN 14)	PERIOD (5 NOV 14 TO 16 JAN 15)	PREVIOUS PERIOD (5 NOV 13 TO 16 JAN 14)
On Licence (New)				
On Licence (Renewal)				
Off Licence (New)				
Off Licence (Renewal)				
Club Licence (New)				
Club Licence (Renewal)				
Manager's Certificate (New)				
Manager's Certificate (Renewal)				
Special Licence				
Temporary Authority				

#### 3.1.1. District Licensing Committee

The District Licensing Committee had two hearings to determine Temporary Authority orders. All other applications were determined by the deputy Chairperson on the papers.

#### 3.1.2. Toast Martinborough

Each participating winery was granted a special licence under the Sale and Supply of Alcohol Act by the DLC. Compliance inspections with the Medical Officer of Health and Police were undertaken by the licensing inspector. Police report that the Liquor Ban in the square continues to be a valuable tool.

### 3.6 Health Act - Safe Food

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

<b>PUBLIC PROTECTION KEY PERFORMANCE INDICATORS</b>	<b>TARGET 2013/14</b>	<b>YTD RESULT</b>	<b>COMMENT SOURCE, AND ACTIONS TAKEN TO ACHIEVE TARGET</b>
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%	

Annual audits of food premises using the template FSP continue to be a steady workload.

#### **3.6.1. Bylaws**

Five litter and three abandoned vehicles complaints were received between 7 November 2014 and 14<sup>th</sup> January 2015.

#### **3.6.2. Long Grass:**

Bylaws officers have been actively checking and issuing long grass notices to properties where conditions are likely to cause a hazard. 38 long grass notices have been issued and staff have followed up on these throughout January, to ensure compliance. 10 notices have been complied with as at 16 January 2015

#### **3.6.3. Coastal Camping**

A permanent part time Bylaws Officer has been appointed (Brodie Simmons).

The BO amongst other duties, monitors coastal free camping areas to ensure visitors comply with the Coastal Camping Bylaw 2009 and enforces Councils "no dogs" policy at the sites. Good compliance with the Coastal Camping Bylaw was evident with only minor issues arising that were able to be resolved on site.

Prior to the holiday season starting, additional work to raise awareness of the no dog's policy in the Coastal reserves was undertaken; in particular a revised information pamphlet was widely distributed and well received.

However, the problem with people taking their dogs to the prohibited areas particularly at Ngawi continues to be an issue and so the BO has been making every effort to raise awareness of the Bylaw requirements. At this stage enforcement has been by way of verbal warnings only.

Contact Officer: Murray Buchanan, Group Manager Planning and Environment

# **Appendix 1 – Name of Appendix 1**