

# SOUTH WAIRARAPA DISTRICT COUNCIL

8 AUGUST 2012

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## AGENDA ITEM D2

### PLANNING AND ENVIRONMENT GROUP REPORT

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#### **Purpose of Report**

To update Councillors on the Planning and Environment Group's activities

#### **Recommendations**

Officers recommend that the Council:

1. *Receive the information.*

## **1. Planning**

### **1.1 Resource Consents**

Officers received 4 consent applications since 25 June 2012. 7 consents were approved since 25 June (1 received in May, 2 received in early June) all within the statutory timeframes. Officers now provide detailed fortnightly updates on all consents direct to Councillors and Community Board members, so consent details are not listed here.

#### **1.1.1. GE & CJ Tyer Coastal Subdivision application**

Resource consent application number 3993 has been on hold at the applicant's request, and will now be heard on Tuesday, 14 August.

### **1.2 Policy**

#### **1.2.1. Coastal Reserves Management Plan**

Work has begun on the Coastal Reserves Management Plan (CRMP). In the past, coastal reserves had been lumped together with the rural reserves. Given that they are on the coast, coastal reserves often have different recreational demands than other rural reserves. It was therefore decided that the coastal reserves should have their own plan. Planning officers have compiled a schedule for development of the Management Plan between now and December 2012. The first part of the schedule involves identifying all of the Council owned coastal reserves, doing title searches to confirm their reserve status under the Reserves Act, and determining which reserves should be covered in the CRMP. Officers will then be able to begin drafting the initial management and development plan documents.

### 1.3 Social Media

The SWDC Facebook page has been well received with 75 “likes” (people following the page) with hopefully more to come as we get closer to the prize drawing (digital camera) date, 15 August 2012.

The Facebook page has proven to be an excellent tool for connecting with a section of our rate payers. The casual and conversational nature of Facebook encourages people to ask questions that they perhaps wouldn't normally ring Council about. It allows us to be proactive about communication – we can deliver interesting and useful information directly to people, rather than waiting for them to check our website, or to read notices in newspapers. To date we have let people know when dog registrations are due, that the Martinborough Library has moved, to sign up for the NZ ShakeOut earthquake drill, that a road was closed, that it is time to put in applications for Creative Communities grants, and more. The information is well received and we have been able to answer subsequent questions quickly.

## 2. Building

### 2.1 Building consents

Processing statistics for: 1 June 2012 – 30 June 2012

Item	Period	Year to date	Same period last year	Annual Plan
Consents received	24	305	28	N/A
Consent processing performance (within 20wd's)	96.88%	99.68%	100%	90%
COA processing performance	66.67%	64.71%	0%	N/A
CCC processing performance	95.65%	99.25%	100%	100%

Consents granted by project 1 June 2012 – 30 June 2012

Code	Type	Avg. Duration (Days)	No. of consents	Value
AB	Internal Alterations with P&D	12.5	2	56,000
AF	Single Story Weatherboard with P&D	7.0	1	222,600
AH	Single Story Stucco/Txt Ct etc with P&D	19	1	96,000
MA	Solid Fuel Heater	7.3	18	87,255
MJ	Swimming/Spa Pools	5.0	1	35,000
NC	Single Story Weatherboard Urban	12.0	2	710,000
NE	Single Story Stucco/Texture Coat etc – Urban	16.0	1	210,000
NF	Single Story Stucco/Texture Coat etc – Rural	12.0	1	75,000
NL	Multi Story Stucco/Texture Coat etc – Rural	12.0	1	420,000
RA	Relocated Residential Dwelling - Urban	11.0	1	19,000

SB	Decks/Conservatories etc	17.0	1	10,000
SC	Minor Farm Buildings	5.0	2	41,000
SF	Proprietary Garages Standard	4.0	1	18,850
SI	Proprietary Garages & sleepout – inc P/D	25.0	1	19,989
SM	Residential Demolition	3.0	1	1,000
		9.0	35	2,021,694

COA Certificate of Acceptance

CCC Code Compliance Certificate

Building consent numbers from 1 July 2011 to 30 June 2012 show as 305. For the same period the year before the number was 350.

## 2.2 Enforcement

None to report.

## 2.3 Policy

None to report.

## 2.4 Other matters

### On-line consenting

I recently attended our cluster group meeting where the DBH presented a proposal for on-line consent processing. It is hoped the new system can be introduced in the 2013/1014 financial year. It would introduce a centralised, paperless, internet based hub that receives, captures, and allows consistent processing of all building consent applications. Processing of consents, including inspections, will be conducted by Building Consent Authorities.

The final aim is a service that provides for, and facilitates, the 'end-to-end' processing of consents using standard forms and consenting processes to provide applicants with a common experience, regardless of which Building Consent Authority (BCA) receives their consent application. I couldn't help but think that digitalization of forms, plans, specifications is where we are heading and that SWDC needs to ensure we are keeping up-to-date with this trend.

### Forms

I have amended all our forms to align with Masterton DC's forms. This creates consistency for the applicants when filling in the forms. I also created the form as a protect word document so the forms can be completed electronically or printed off and filled in manually.

### Scanning

We are currently working on a project to have all our plans scanned and digitalized. This will create consistency with the 2 other Wairarapa councils as they already have systems in place for this.

### **3. Environmental Health**

#### **3.1 Liquor licencing**

22 Liquor licenses were issued in June 2012.

Council officers are currently working with both Carterton and Masterton District Councils to update and standardise the liquor licensing forms for the Wairarapa.

##### ***3.1.1. Alcohol Reform Bill Update***

The Alcohol Law Reform Bill is scheduled to return to the house on Tuesday the 14<sup>th</sup> of August 2012 subject to extraordinary circumstances.

#### **3.2 Food Bill update**

There has been no further update on progress with this Bill.

##### ***3.2.1. Food Premise Inspections***

EHO's have been concentrating on inspection and annual registration of all food premises. This is a major work commitment for staff during June and July.

A steady interest has been shown in premises opting to change from the Food Hygiene Regulations to the new risk based Food Control Plan in preparation for the Food Bill being passed. This creates a significant extra work resourcing for staff; however longer term, this will be beneficial for Council to ensure that procedures and systems are in place prior to the commencement of the Bill.

To date 13 premises are currently operating fully under a Food Control Plan VIP and a further 4 premises have shown strong interest and are trialling the Off the Peg Food Control Plan.

#### **3.3 Noise Control**

7 noise complaints were received during June 2012.

Four for Featherston, one for Greytown and two for Martinborough.

#### **3.4 Dog and stock control**

##### **Incidents reported**

Attack on Persons

Martinborough 2    Featherston 1    Greytown 0

Two dogs have been classified as menacing, one in Martinborough and the other in Featherston. Menacing classification means that the dogs must be muzzled at all times in a public place. One owner has objected to the menacing classification.

Found Dogs	Martinborough 0	Featherston 1	Greytown 0
Lost Dogs	Martinborough 1	Featherston 3	Greytown 0
Rushing Aggressive	Martinborough 0	Featherston 1	Greytown 0
Wandering	Martinborough 1	Featherston 6	Greytown 0
Welfare Concerns	Martinborough 1	Featherston 1	Greytown 0
Stock	Martinborough 0	Featherston 2	Greytown 4
Total Overall	Martinborough 5	Featherston 15	Greytown 4

### **Dog Registration:**

The annual dog registration process has been a high workload for staff. The work done over the past year to improve dog owners registering dogs and micro chipping has made this years' annual registration process significantly easier for both staff and dog owners. The number of returned letters has dramatically reduced. Records are now significantly improved.

Dog registrations are as at 27 July 2012

Registered 1903    Unregistered 873    Total number of dogs 2792

There are two days to go until penalties apply on 1 August 2012.

Micro chipping has dramatically improved with a total of 30 dogs outstanding in the urban area. This includes dogs that have been registered for less than two months for the first time.

Contact Officer: Glenn Bunny, Group Manager Planning and Environment