



PLANNING AND REGULATORY COMMITTEE

Agenda 20 April 2022

NOTICE OF MEETING

This meeting will be held in the Supper Room, Waihinga Centre, 62 Texas Street, Martinborough and via audio-visual conference, commencing at 10.00am. All members participating via audio-visual conference will count for the purpose of the meeting quorum in accordance with clause 25B of Schedule 7 to the Local Government Act 2002. This meeting will be live-streamed and will be available to view on our [YouTube channel](#).

MEMBERSHIP OF THE COMMITTEE

Councillors Pam Colenso (Chair), Rebecca Fox, Leigh Hay, Colin Olds, Brenda West and Mayor Alex Beijen.

Open Section

- A1.** Apologies
- A2.** Conflicts of interest
- A3.** Public participation
As per standing order 14.17 no debate or decisions will be made at the meeting on issues raised during the forum unless related to items already on the agenda.
- A4.** Actions from public participation
- A5.** Extraordinary business
- A6.** Minutes for Confirmation:
Proposed Resolution: *That the minutes of the Planning and Regulatory Committee meeting held on 9 March 2022 are a true and correct record.*

Pages 1-3

B. Decision Reports

B1. None advised

C. Information and Verbal Reports from Chief Executive and Staff

C1. Planning and Environment Group Report Pages 4-24

Russell O'Leary, Group Manager Planning and Environment will be speaking to this report

C2. Climate Change Report Pages 25-28

Melanie Barthe, Climate Change Advisor will be speaking to this report

C3. Action Items Report Pages 29-31



PLANNING AND REGULATORY COMMITTEE

Minutes from 9 March 2022

Members present: Councillors Pam Colenso (Chair), Brenda West, Leigh Hay, Colin Olds, Rebecca Fox and Mayor Alex Beijen.

Also in attendance: Cr Plimmer, Cr Maynard, Cr Jephson and Cr Emms

Staff in attendance: Harry Wilson (Chief Executive Officer), Russell O’Leary (Group Manager Planning and Environment), Katrina Neems (General Manager Finance), James Witham (Planning Manager), Rick Mead (Environmental Services Manager), Sara Edney (Building Manager), Kendyll Harper (Intermediate Planner), Mélanie Barthe (Climate Change Advisor) and Steph Frischknecht (Policy and Governance Advisor).

Public Forum: Daphne Geisler and Darrin Goulding

Conduct of Business: Due to the COVID-19 RED traffic light setting this meeting was held via video conference and live streamed to Council’s YouTube channel. All members participating via video conference count for the purpose of the meeting quorum in accordance with clause 25B of Schedule 7 to the Local Government Act 2002.
The meeting was held in public under the above provisions from 10:00am to 12.00pm except where expressly noted.

Open Section

A1. Apologies

There were no apologies.

A2. Conflicts of Interest

There were no conflicts of interest declared.

A3. Public Participation

Ms Geisler was concerned with the process taken to approve the quarry consent in Featherston and felt the decision not to publicly notify the consent was not aligned with the level of public interest. Ms Geisler spoke of the level of community

DISCLAIMER

Until confirmed as a true and correct record, at a subsequent meeting, the minutes of this meeting should not be relied on as to their correctness

engagement from Featherston on the Spatial Plan and wanted Council to ensure greater engagement for the Featherston Masterplan.

Mr Goulding felt the quarry consent did not align with Council's strategy or plans, expressed concern with the communication management, and requested the consent file be made available on the Council website. Mr Goulding was concerned with the process taken to assess the application, had questions about the conditions applied and spoke of environmental considerations. Mr Goulding felt the speed limit on Underhill Road should be reduced and the road sealed. Mr Goulding responded to members' questions on community engagement opportunities and legal challenge.

A4. Actions from Public Participation

The matters raised by Ms Geisler and Mr Goulding would be discussed under agenda item C1, the Planning and Environment Group Report.

A5. Extraordinary Business

There was no extraordinary business.

A6. Minutes for Confirmation

PLANNING AND REGULATORY COMMITTEE RESOLVED (P&R2022/06) that the minutes of the Planning and Regulatory Committee meeting held on 2 February 2022 are a true and correct record.

(Moved Cr West/Seconded Cr Olds)

Carried

B. Decision Reports

There were no decision reports.

C. Information Reports

C1. Planning and Environment Group Report

Mr O'Leary and Ms Edney spoke to matters as outlined in the report. Ms Edney responded to members' questions on the BCA audit in relation to record keeping, general non-compliances, frequency of the audit, and comparability with prior results.

Mr O'Leary provided an overview of the quarry resource consent application and evaluation process. Mr O'Leary, Mr Wilson and Mr Witham responded to members' questions on ability to use discretion on notification decisions, the extent to which the SWDC consent changes the character, intensity and scale of the GWRC granted consent, and the availability of information on affected parties. The full consent file would be made available on the Council website.

With regards to the quarry, Mr Witham and Mr O'Leary responded to questions on the consideration given to impacts of berm widening on existing infrastructure, roading maintenance impacts, environmental effects from dust, the complaint

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Page 2

process, applying further conditions, the monitoring programme, funding contribution from the applicant and rating impacts.

Mr Wilson responded to questions on the ability to reduce the speed limit of Underhill Road and consultation requirements.

Members discussed safety concerns along Underhill Road with the cycle trail and covering of vehicle loads.

The meeting adjourned at 11.22am.

The meeting reconvened at 11.30am.

The upcoming community engagement on the Featherston Masterplan was noted and members wanted the periphery area activity to be included in the discussions.

Mr O’Leary and Mr Witham responded to questions on the scope, content and format of the Featherston Masterplan community engagement, alignment of incoming applications to the Spatial Plan, and the incorporation of SWDC reserve management plans into the Masterplan.

Mr Mead provided an update on the dog pound investigations and responded to questions about the ability to work within budget constraints and the applicability for a pound in the district.

Mr Mead responded to questions on visibility Council has on the closure of food premises and monitoring ability.

PLANNING AND REGULATORY RESOLVED (P&R2022/07) to receive the Planning and Environment Group Report.

(Moved Cr Fox/Seconded Cr Hay)

Carried

C2. Action Items Report

PLANNING AND REGULATORY RESOLVED (P&R2022/08) to receive Action Items Report.

(Moved Cr Hay/Seconded Cr West)

Carried

The meeting closed at 12.00pm.

Confirmed as a true and correct record

.....(Chair)

.....(Date)

DISCLAIMER

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PLANNING AND REGULATORY COMMITTEE

20 APRIL 2022

AGENDA ITEM C1

PLANNING AND ENVIRONMENT GROUP REPORT

Purpose of Report

To update the Planning and Regulatory Committee on the activities of the Planning and Environment Group and progress against Annual Plan performance measures.

Recommendations

Officers recommend that the Committee:

Receive the Planning and Environment Group Report.

1. Planning and Environment Group Summary

1.1 Planning Services

A regular flow of consent applications continues, recent applications are tending to be more complex, including out of zone jobs as developable land becomes less. Some applications may require public, limited notification more than in past years. Pressure still on subdiv. certifications, lots of residential, rural lots being completed. Dealing with multiple application numbers for 4ha lots in the rural zone, new sites emerging in the rural areas. The teams work spans across realms of regulatory, policy and growth planning i.e. resource consenting, WCDP review and masterplan work.

1.2 Building Services

The timely processing for building consents continues amid busy consenting work. The recent bi-annual audit of our BCA by IANZ was conducted, it focused on record keeping aspects, and the issues identified are being duly responded to for clarity and needs. The building team are still seeing a steady increase in the number of jobs submitted along with the number of inspections requested and those being carefully carried out in the district.

1.3 Environmental Services

The environmental team remains busy covering related requirements and licencing in the alcohol control area, the food safety of local premises across the district, plus various bylaws work. The recent EHO vacancy has been filled with the new officer starting on 11 April. The Bylaws crew have been liaising with communications and patrolling the townships to ensure clearances for trees and hedges for footpath clearances and pedestrian safety. Noise issues and smoke issues have been received and investigated.

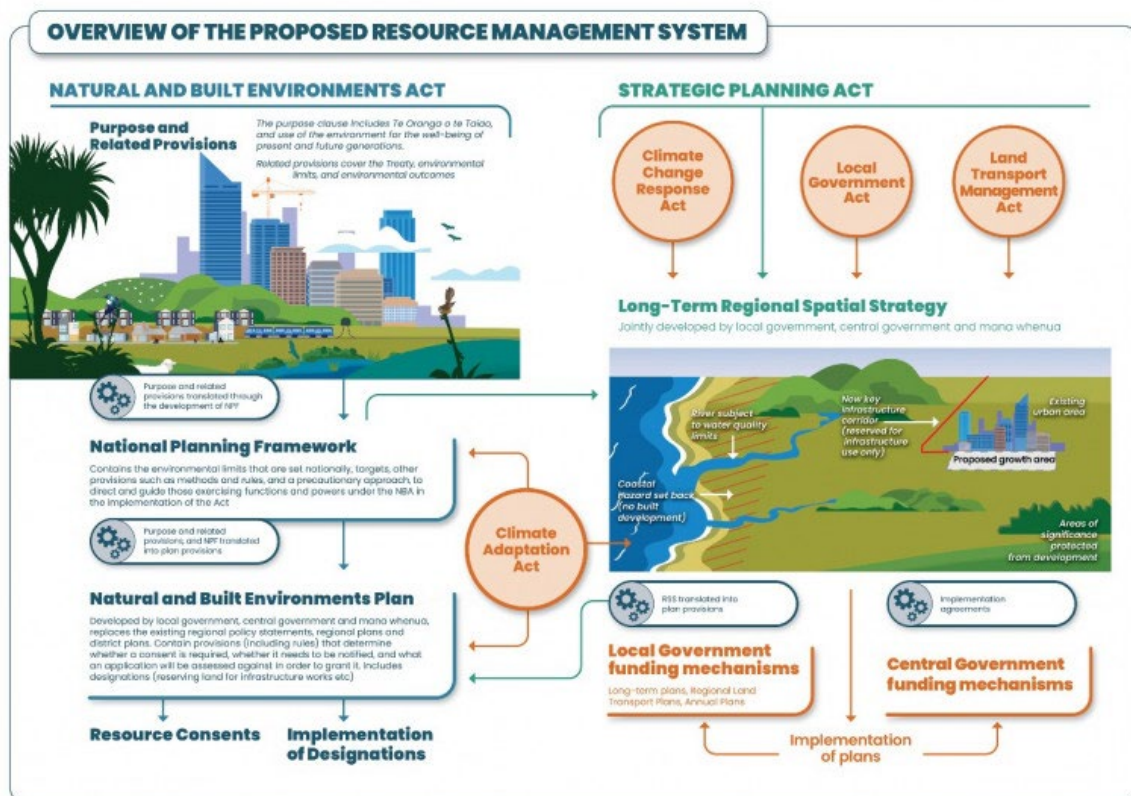
1.4 Proposed Legislative Change to the RMA

The Government continues to reform the Resource Management system, the RMA 1991 will be repealed, replaced by 3 new Acts:

- Natural and Built Environments Act (NBA) - for land use/environmental regulation (the primary replacement for the RMA). The draft was released for submissions
- Strategic Planning Act (SPA) - to integrate with other legislation relevant to development, and require long-term regional spatial strategies
- Climate Change Adaptation Act (CAA) - to address issues linked to managed retreat, funding, financing adaptation.

The NBA will have mandatory national policies, standards for natural environmental limits, and feed to combined regional plans by local, central govt, mana whenua. The SPA will fuse functions of the RMA 1991, LGA 2002, Land Transport Management Act 2003, Climate Change Response Act 2002 for decisions, new spatial strategies. MFE information also advises that:

- The Natural and Built Environments Act and the Strategic Planning Act will be formally introduced in 2022.
- A standard legislative and select committee process will follow with the aim of the NBA being passed into law in this parliamentary term. The CAA will be progressed in this time too.



1.5 South Wairarapa Spatial Plan / The Featherston Masterplan

The South Wairarapa Spatial Plan was released in early December 2021, future related supportive work involves investigation, a masterplan for Featherston, and masterplan/structure plan work for Martinborough. Masterplan work over 2022, will involve community and sector engagement, integrated town planning and infrastructure assessment, compilation of a draft, reporting, consultation and feedback, refinement work, compilation of final plan at the end of the year.

1.5.1. Master plan information

The SWDC Spatial Plan Step 1. The Featherston Masterplan is a plan to enable transit-oriented growth around the train station, as identified in the SWDC spatial plan, together with achieving a well-functioning urban environment that meets the needs of a diverse population. The Featherston masterplan currently is a contender to become a Priority Development Area (PDA) within the Wellington region and a potential focus for investment from central government

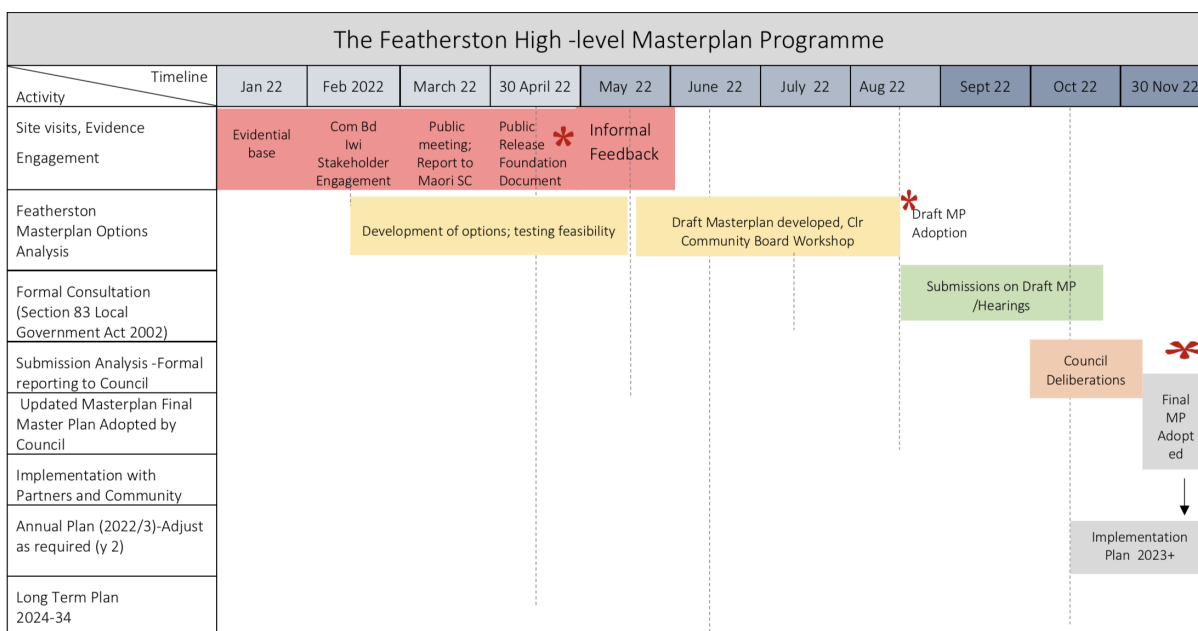
1.5.2. What is a master plan?

- Overarching plan that shows where and how development might occur in Featherston over time (shows spatial layout and structures development) It is not a resource management (regulatory). process
- Plan that identifies what is important to iwi/hapū and community
- Plan that anticipates change, plans for it, also looks to protect qualities most valued
- Plan that looks to integrate transport, housing, business, parks and reserves, infrastructure and community facilities
- Plan that identifies what needs to be done to deliver the masterplan

1.5.3. Why a Master Plan for Featherston?

- Enables planned approach to growth, getting the best and coordinated use of public investments such as the train station, parks and reserves, community facilities, managing the impacts of the State highway, integrating development
- Enables the co-ordination and integration of multiple agencies planning and delivery
- Captures community views and builds on existing local initiatives
- Can address new challenges, e.g. need for affordable housing (median house price in Sept 2021 \$621,850) and different types of housing
- Identified as a growth area in the Wellington Regional Growth Framework. Estimated growth around 900 persons over next 30 yrs

Initial Engagement	Date
• Meeting with Chair Maori Standing Committee (MSC)	1 Feb
• Meeting with Chair MSC, and member Karen Mikaere (Mana whenua and MSC member)	21 Feb
• Report to MSC	29 Feb
• Report to Featherston Community Board	22 Feb
• Meeting with Chair Wairarapa Economic Dev Strategy Governance Group	1 Feb
• Online meetings with GWRC, Waka Kotahi, MHUD/Kainga Ora	22 Feb
• Online meeting with Masterton District Council Staff	21 Feb
• Public Meeting	30 March
• Planned meeting with Fab Feathy	31 March



1.5.4. Next steps

- Ongoing engagement multiple sectors, community
- Developing a Foundation Document on which we will do further engagement –draft options for feedback
- Complete draft Masterplan
- Further engagement/formal consultation under Local Government Act 2002
- Finalise masterplan
- Use this to help inform the new District Plan, the Long-Term Plan and projects including projects with central government.

1.6 District Plan Review

District Plan Review Committee continues to consider extent of change needed for chapters, alongside the national planning standards, national direction. The DP review is a partial review; a mix of general review of key chapters, a targeted review for some, and minor review. The review is across 2021-2023, and any appeals work in 2024.

Plan Review Committee workshop meetings continue. The February meeting of the WCDP Review Committee saw discussion on draft chapters covering temporary activities, open space zone, commercial zones, residential zone, subdivision chapter and the rural zone.

Drafting and early engagement on those drafts is gathering pace as part of the WCDP Review project. There have been a range of key topics worked through over the past month or so, including the meaty topic of rural subdivision, among others. There have been compliments given to both Cr Plimmer and Cr Jephson on their engaged and informed contributions during Joint Committee workshops/meetings, along with the ongoing advice inputs from officers.

A significant issue around the potential timing of the release of the draft provisions for informal consultation has been discussed, with the timeline moved to late October. This will result in additional workloads to get the draft completed, including additional Combined District Plan Committee meetings to ensure that there is no slippage and that the draft will be completed on time and to meet the National Planning Standards timeline in 2024.

1.7 Proposed Council Dog Pound

Further investigation occurring for costing a viable local modern compliant pound solution. A container designed pound concept is being used, which has the advantage of having a low-level site footprint and being of a relocatable nature. Officers are checking/reviewing potential locations for siting of the future pound in the district, Featherston golf course is a potential site.

Officers have settled on a proposed piece of land which meets most of the needs required. The land is not unencumbered which raises the need for further engagement with the relevant stakeholders to ensure surety of the land. This work is being in partnership with the amenities team. One of the parties has asked for a reconsideration of placement of certain facilities within the compound area. Officer have been able to accommodate this in the design. The amenities team are engaging with the other stakeholder who holds a grazing lease. We understand that this lease is within a short time-period before its up for renegotiation and await further information from the Amenities team.

Officers continue to source costings from suppliers, as you may appreciate it is a very difficult time for suppliers of materials to be confident in their quotes remaining stable. Therefore, quotes are being provided with short timeframes as to accuracy. Suppliers have seen material costs significantly rise, in some cases as much as 100%. The procurement process for the container concept is being worked on with an expert consultant to ensure transparency and validity in the awarding of the container build contract.

1.7.1. Map showing proposed location-as below.



2. Service Levels

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	RESULT	COMMENT SOURCE AND ACTIONS TAKEN TO ACHIEVE TARGET
Ratepayers and residents’ image of the closest town centre ranked “satisfied”	80%	89%	NRB 3 Yearly Survey October 2018 (2016: 87%)
The district plan has a monitoring programme that provides information on the achievement of its outcomes (AER’s)		-	Consultants have established data to be recorded and stored to enable effective reporting against AER’s in WCDP. A final monitoring strategy is still to be completed.

2.1 Resource Management

2.1.1. Resource Management Act – Consents (Year to date 01/07/2021-31/03/2022)

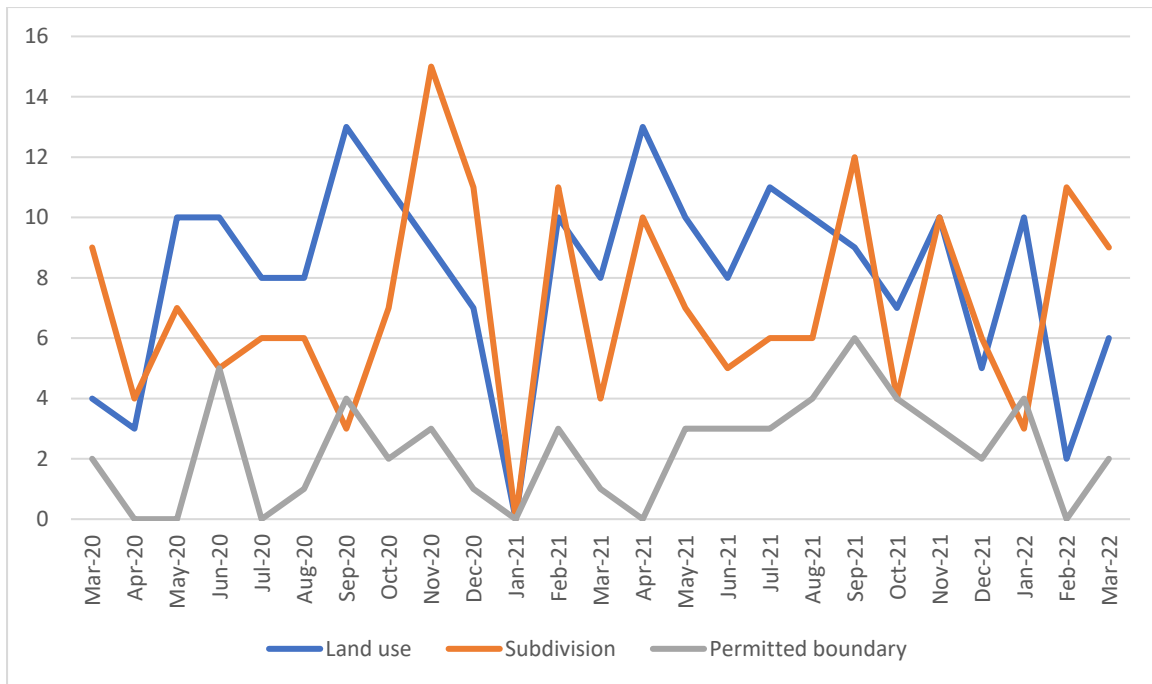
SERVICE LEVEL – All resource consents will be processed efficiently.

RESOURCE MANAGEMENT KEY PERFORMANCE INDICATORS	TARGET	YTD RESULT	COMMENT SOURCE, AND ACTIONS TAKEN TO ACHIEVE TARGET
Consent applications completed within statutory timeframes	100%	100%	Total 158/158
		100%	63/63 Land Use applications were completed within statutory timeframes. NCS
		100%	68/68 Subdivision applications were completed within statutory timeframes. NCS
		100%	27/27 permitted boundary/marginal activity applications were completed within statutory timeframes. NCS
s.223 certificates issued within 10 working days	100%	100%	49/49 s223 certificates were certified within statutory timeframes. NCS.
s.224 certificates issued within 15 working days of receiving all required information (note no statutory requirement)	95%	100%	40/40 s224 certificates were certified. NCS.

2.1.2. Reserves Act – Management Plans

SERVICE LEVEL – Council has a reserve management plan programme.

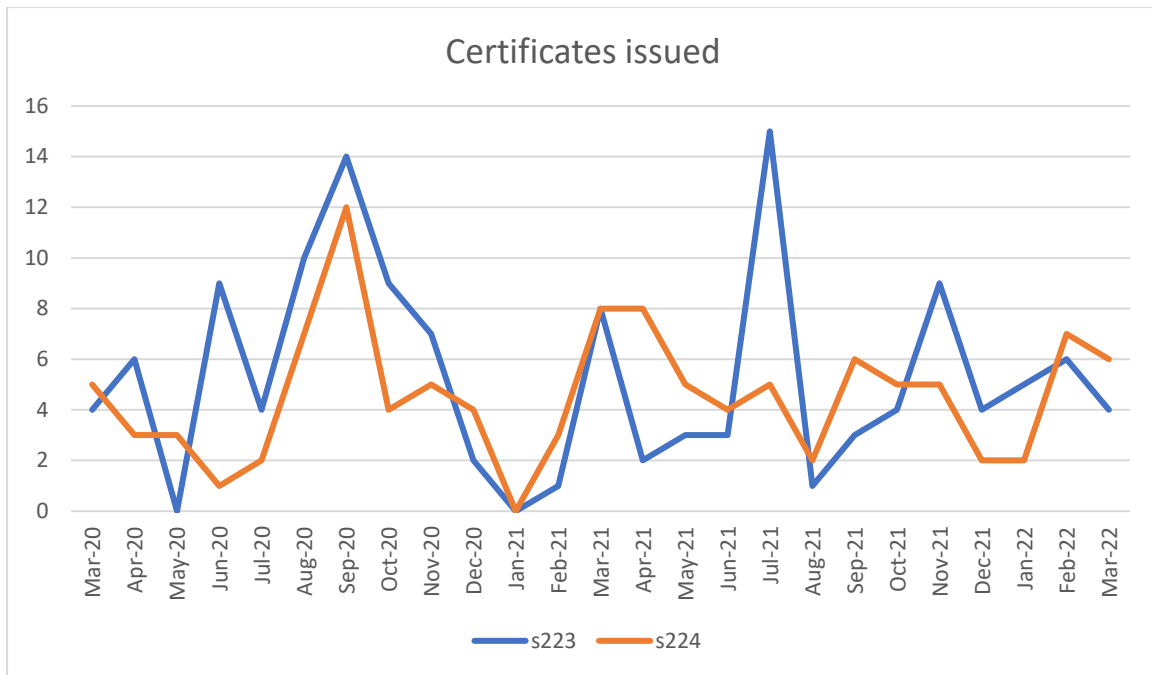
RESOURCE MANAGEMENT KEY PERFORMANCE INDICATORS	TARGET	YTD RESULT	COMMENT SOURCE, AND ACTIONS TAKEN TO ACHIEVE TARGET
Council maintains, and updates reserve management plans as required.	Yes	Yes	RMP's are generally current and appropriate. It is therefore not anticipated that any updates will be undertaken this year.



Land Use	Jan	Feb	Mar	Apr	May	June	Jul	Aug	Sep	Oct	Nov	Dec
2020	5	6	4	3	10	10	8	8	13	11	9	7
2021	0	10	8	13	10	8	11	10	9	7	10	5
2022	10	2	6									

Sub division	Jan	Feb	Mar	Apr	May	June	Jul	Aug	Sept	Oct	Nov	Dec
2020	4	6	9	4	7	5	6	6	3	7	15	11
2021	0	11	4	10	7	5	6	6	12	4	10	6
2022	3	11	9									

Permitted Boundary	Jan	Feb	Mar	Apr	May	June	Jul	Aug	Sep	Oct	Nov	Dec
2020	0	0	2	0	0	5	0	1	4	2	3	1
2021	0	3	1	0	3	3	3	4	6	4	3	2
2022	4	0	2									



S223	Jan	Feb	Mar	Apr	May	June	Jul	Aug	Sep	Oct	Nov	Dec
2020	2	2	4	6	0	9	4	10	14	9	7	2
2021	0	1	8	2	3	3	15	1	3	4	9	4
2022	5	6	4									

S224	Jan	Feb	Mar	Apr	May	June	Jul	Aug	Sep	Oct	Nov	Dec
2020	8	3	5	3	3	1	2	7	12	4	5	4
2021	0	3	8	8	5	4	5	2	6	5	5	2
2022	2	7	6									

2.1.3. Local Government Act – LIMs

SERVICE LEVEL – Land Information Memoranda: It is easy to purchase information on any property in the District.

RESOURCE MANAGEMENT KEY PERFORMANCE INDICATORS	TARGET	YTD RESULT	COMMENT SOURCE, AND ACTIONS TAKEN TO ACHIEVE TARGET
LIMs contain all relevant accurate information (no proven complaints)	100%		G:\LIMs\LIMS PROCESSED 2021-2022
Standard LIMs are processed within 10 days	100%	98.85%	146/148 standard LIMs were completed
Urgent LIMs are processed within 5 days	100%	100%	41/41 urgent LIMs were completed

	YTD 1 ST JULY 2021 TO 31 ST MAR 2022	PREVIOUS YTD 1 ST JULY 2020 TO 31 ST MAR2021	PERIOD 1 ST FEB 2022 TO 31 ST MAR 2022	PREVIOUS PERIOD 1 ST FEB 2021 TO 31 ST MAR 2021
Standard LIMs (Processed within 10 working days)	146	175	31	44
Urgent LIMs (Processed within 5 working)	41	76	5	16
Totals	187	251	36	60

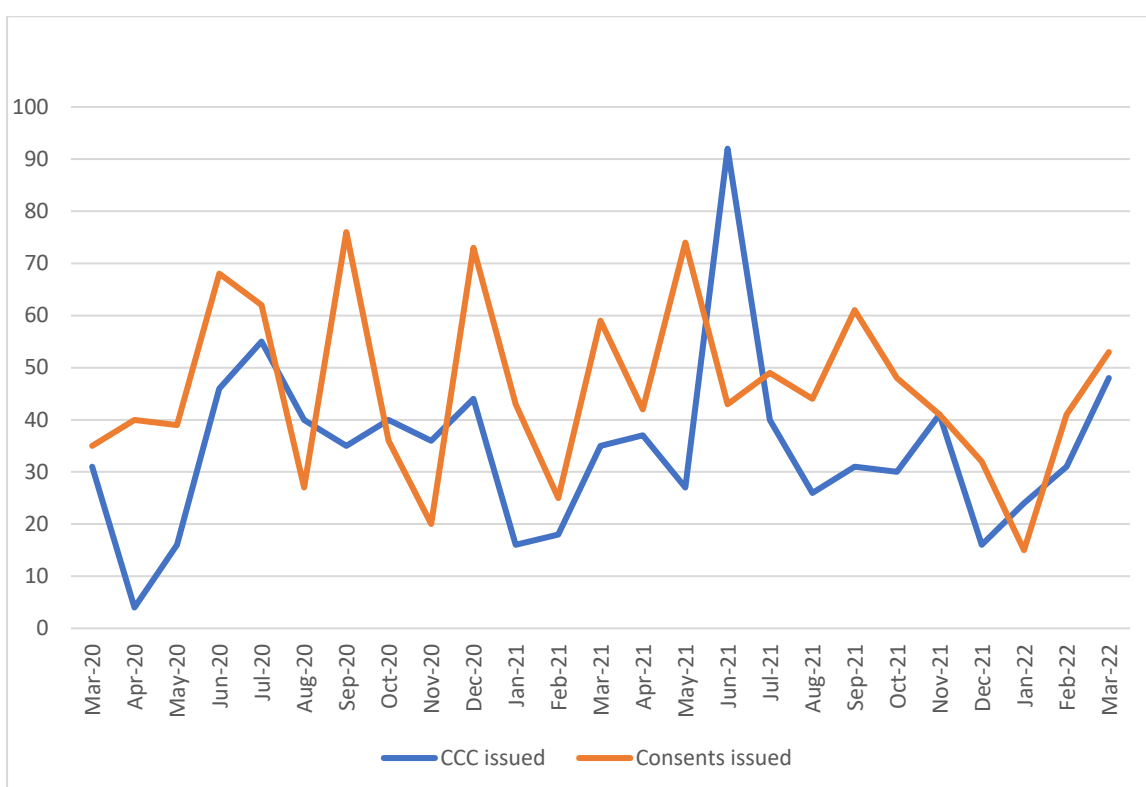
2.2 Building Act - Consents and Enforcement

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	YTD RESULT	COMMENT SOURCE, AND ACTIONS TAKEN TO ACHIEVE TARGET
Code Compliance Certificate applications are processed within 20 working days	100%	96.49%	NCS – 275 of 287 CCC's were issued within 20WD YTD
Building consent applications are processed within 20 working days	100%	97.89%	NCS –380 consents were issued within 20WD YTD 8 consents went over 20WD
Council maintains its processes so that it meets BCA accreditation every 2 years	Yes	Yes	Next accreditation review due January 2022. Council was re-accredited in January 2020
BCA inspects new building works to ensure compliance with the BC issued for the work, Council audits BWOF's and Swimming Pools	Yes	Yes	<p>Building Consents</p> <p>Council inspects all new work to ensure compliance</p> <p>Feb 2022 -462 inspections</p> <p>March 22 - 477 inspections</p> <p>BWOF's –</p> <p>0</p> <p>Total 205 average of 4 audits per month required,</p> <p>Swimming Pools –</p> <p>Total 408 – average of 12 audits per month required.</p> <p>Feb 2022 – 6 audits</p> <p>March 22 – 5 audits</p>
Earthquake prone buildings reports received	100%	N/A	Of the remaining buildings: 25 - Identified as EPB 9 - Require engineer assessment from owners 2 - Requested extension to provide engineers report

2.2.1. Building Consents Processed

TYPE – 1 FEB 2022 TO 31 MAR 2022	NUMBER	VALUE
Commercial (shops, restaurants, rest home – convalescence, restaurant /bar / cafeteria / tavern, motel, commercial building demolition - other commercial buildings)	5	\$404,834
Industrial (covered farm yards, building demolition, warehouse and/or storage, factory, processing plant, bottling plant, winery)	11	\$772,940
Residential (new dwellings, extensions and alterations, demolition of building, swimming and spa pools, sleep-outs, garages, relocations, heaters, solid fuel heaters).	73	\$17,616,477
Other (public facilities - schools, toilets, halls, swimming pools)	12	\$642,199
Totals	101	\$19,436,450



CCC issued	Jan	Feb	Mar	Apr	May	June	Jul	Aug	Sep	Oct	Nov	Dec
2020	11	24	31	4	16	46	55	40	35	40	36	44
2021	16	18	35	37	27	92	40	26	31	30	41	16
2022	24	31	48									

Consents issued	Jan	Feb	Mar	Apr	May	June	Jul	Aug	Sep	Oct	Nov	Dec
2020	28	25	35	40	39	68	62	27	76	36	20	73
2021	43	25	59	42	74	43	49	44	61	48	41	32
2022	15	41	53									

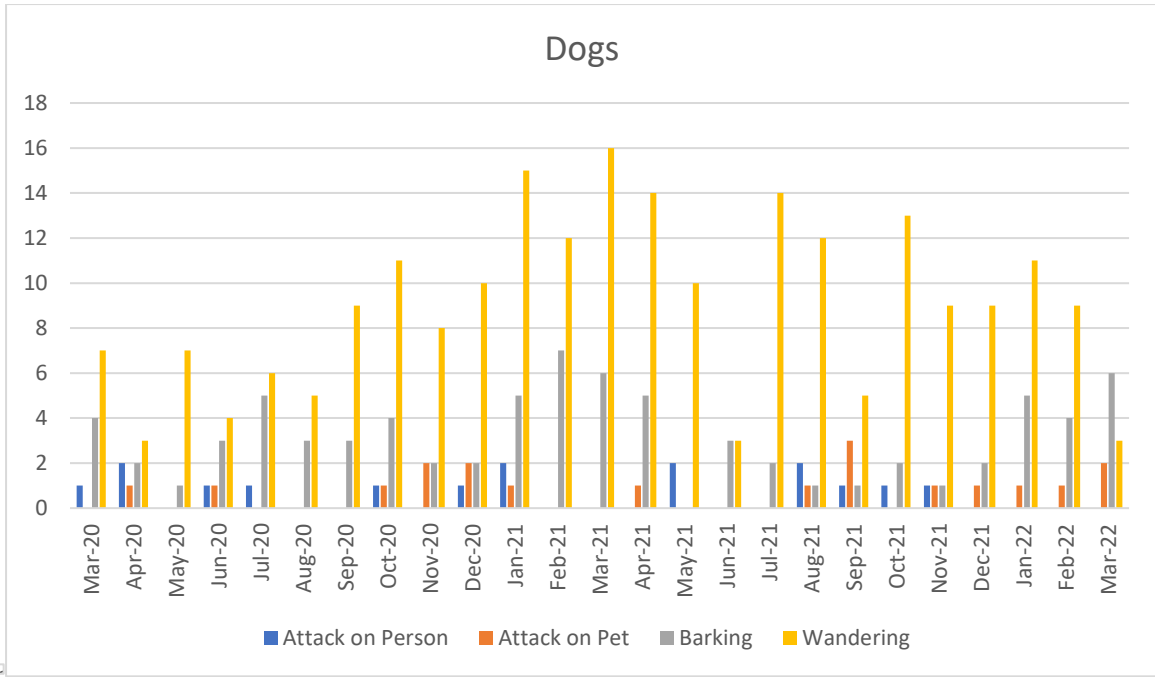
2.3 Environmental Health and Public Protection

2.3.1. 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	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	1	Due to Covid 19 level restrictions this activity is not being able to be undertaken. Dogs n Togs event held in Featherston 2022
Complaints about roaming and nuisance dogs are responded to within 4 hours	100%	100%	K:\resource\Bylaw Officers\Registers\AC Service Requests.xls 159/159
Complaints about dog attacks on persons, animals or stock are responded to within 1 hour	100%	100%	16/16

INCIDENTS REPORTED FOR PERIOD 1 ST FEB 2022 – 31 ST MAR 2022	FEATHERSTON	GREYTOWN	MARTINBOROUGH
Attack on Pets	2	1	-
Attack on Person	-	-	-
Attack on Stock	-	-	-
Barking	4	6	-
Lost Dogs	-	-	-
Found Dogs	-	-	-
Rushing Aggressive	1	-	-
Wandering	6	2	4
Welfare	-	1	1
Fouling	1	-	-
Uncontrolled (walked off leash urban)	-	-	1



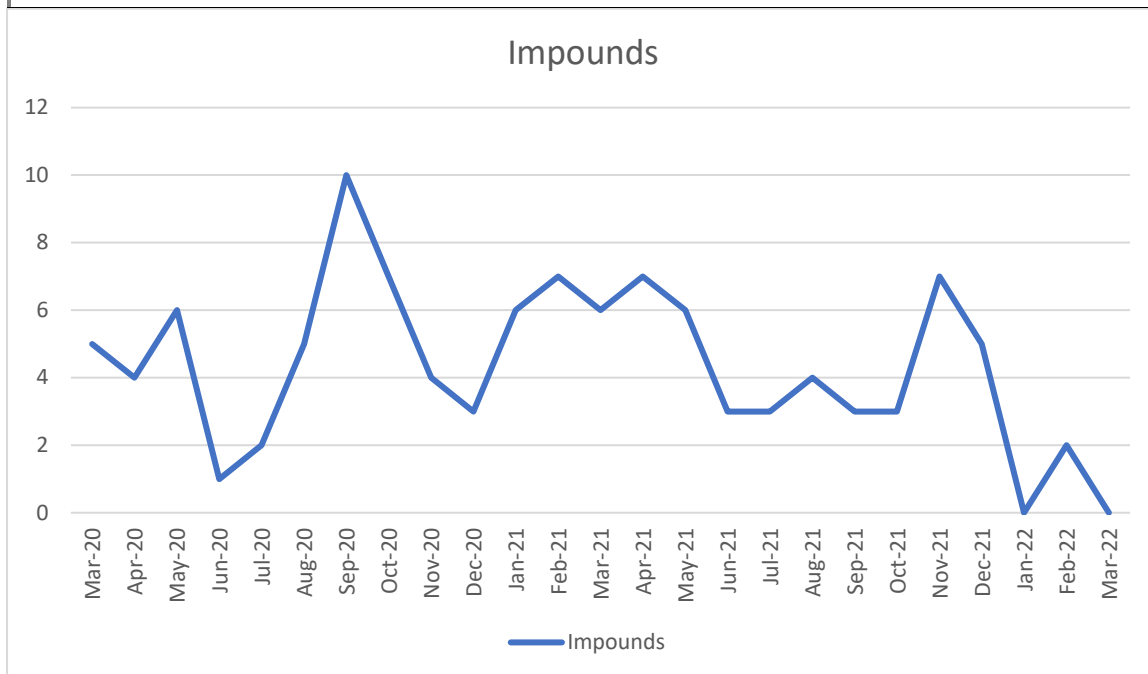
Attack on Person	Jan	Feb	Mar	Apr	May	Jun	July	Aug	Sep	Oct	Nov	Dec
2020	0	2	1	2	0	1	1	0	0	1	0	1
2021	2	0	0	0	2	0	0	2	1	1	1	0
2022	0	0	0									

Attack on Pet	Jan	Feb	Mar	Apr	May	June	Jul	Aug	Sep	Oct	Nov	Dec
2020	0	0	0	1	0	1	0	0	0	1	2	2
2021	1	0	0	1	0	0	0	1	3	0	1	1
2022	1	1	2									

Barking	Jan	Feb	Mar	Apr	May	June	Jul	Aug	Sep	Oct	Nov	Dec
2020	1	1	4	2	1	3	5	3	3	4	2	2
2021	5	7	6	5	0	3	2	1	1	2	1	2
2022	5	4	6									

Wandering	Jan	Feb	Mar	Apr	May	June	Jul	Aug	Sep	Oct	Nov	Dec
2020	11	12	7	3	7	4	6	5	9	11	8	10
2021	15	12	16	14	10	3	14	12	5	13	9	9
2022	11	9	3									

DOG IMPOUNDS FOR PERIOD 1 ST FEB 2022 – 31 ST MAR 2022	FEB 2022	MAR 2022	
Impounds	2	0	



Impounds	Jan	Feb	Mar	Apr	May	June	Jul	Aug	Sep	Oct	Nov	Dec
2020	12	15	5	4	6	1	2	5	10	7	4	3
2021	6	7	6	7	6	3	3	4	3	3	7	5
2022	0	2	0									

2.4 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	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\AC Service Requests.xls 7/7
In cases where multiple stock escapes (more than 1 occasion) have occurred from a property taking compliance or enforcement or prosecution action against the property owner	100%	-	No incidents
Council responds to complaints regarding animals within 48 hours.	100%	100%	K:\resource\Bylaw Officers\Registers\AC Service Requests.xls 1/1

INCIDENTS REPORTED	TOTAL FOR YTD PERIOD 1 JULY 2021 TO 31 MAR 22
Stock	32

2.4.1. Bylaws

Between 1 Feb 2022 and 31 Mar 2022 there were:

Trees & Hedges

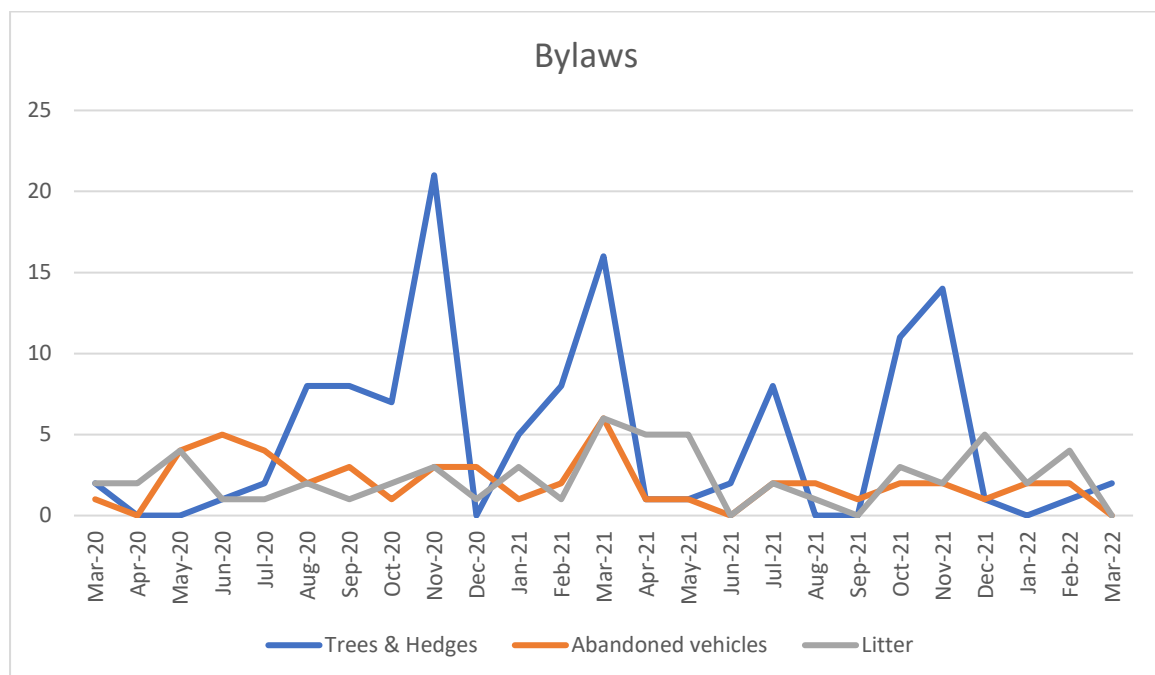
- There were 2 first notices sent by Council requesting the owner/occupier to remove the obstruction from the public space. Following this there are 1 second follow up letters being sent within this period.

Litter

- 4 litter (fly tipping) incidents have been recorded. From these, identification was retrieved from the litter Council officer disposed. 1 request for information notice has been sent to the identifiable people associated with the incident. 2 incidents were premises where the owner removed immediately.

Abandoned vehicles

- There were 2 total vehicle related calls in the SWDC area, of which 1 were abandoned vehicles. 1 were removed by their owners and the remaining 1 vehicles were removed by Councils' contractor and disposed of. The remaining cost has been issued to the last known registered owner.



Trees & Hedges	Jan	Feb	Mar	Apr	May	June	Jul	Aug	Sep	Oct	Nov	Dec

2020	0	0	2	0	0	1	2	8	8	7	21	0
2021	5	8	16	1	1	2	8	0	0	11	14	1
2022	0	1	2									

Abandoned vehicles	Jan	Feb	Mar	Apr	May	June	Jul	Aug	Sep	Oct	Nov	Dec
2020	5	1	1	0	4	5	4	2	3	1	3	3
2021	1	2	6	1	1	0	2	2	1	2	2	1
2022	2	2	0									

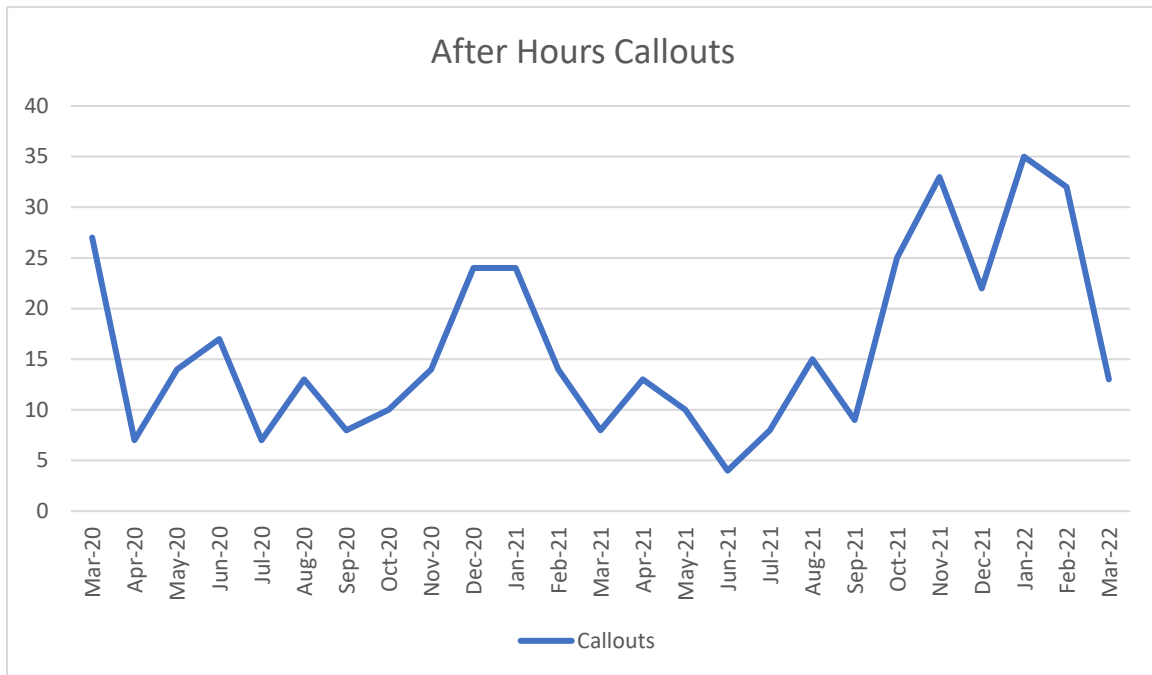
Litter	Jan	Feb	Mar	Apr	May	June	Jul	Aug	Sep	Oct	Nov	Dec
2020	1	3	2	2	4	1	1	2	1	2	3	1
2021	3	1	6	5	5	0	2	1	0	3	2	5
2022	2	4	0									

2.4.2. 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 21/22	YTD RESULT	COMMENT SOURCE, AND ACTIONS TAKEN TO ACHIEVE TARGET
% of calls received by Council that have been responded to within 1.5 hours	100%	97.4%	K:\resource\Health\Resource Management\Noise Control Complaints 187/192 attended within timeframe YTD 32 callouts Feb 22 13 callouts March 2022 44/45 responded to within 1.5 hours

AFTER HOURS NOISE CONTROL COMPLAINTS RECEIVED	YTD 1 JULY 21 TO 31 MAR 22	PREVIOUS YTD 1 JULY 20 TO 31 MAR 21	PERIOD 1 FEB 2022 TO 31 ST MAR 2022	PREVIOUS PERIOD 1 FEB 2021 TO 31 ST MAR 2021
Total	147	122	35	22



Callouts	Jan	Feb	Mar	Apr	May	June	Jul	Aug	Sep	Oct	Nov	Dec
2020	8	28	27	7	14	17	7	13	8	10	14	24
2021	24	14	8	13	10	4	8	15	9	25	33	22
2022	35	32	13									

2.5 Sale and Supply of Alcohol Act - Licensing

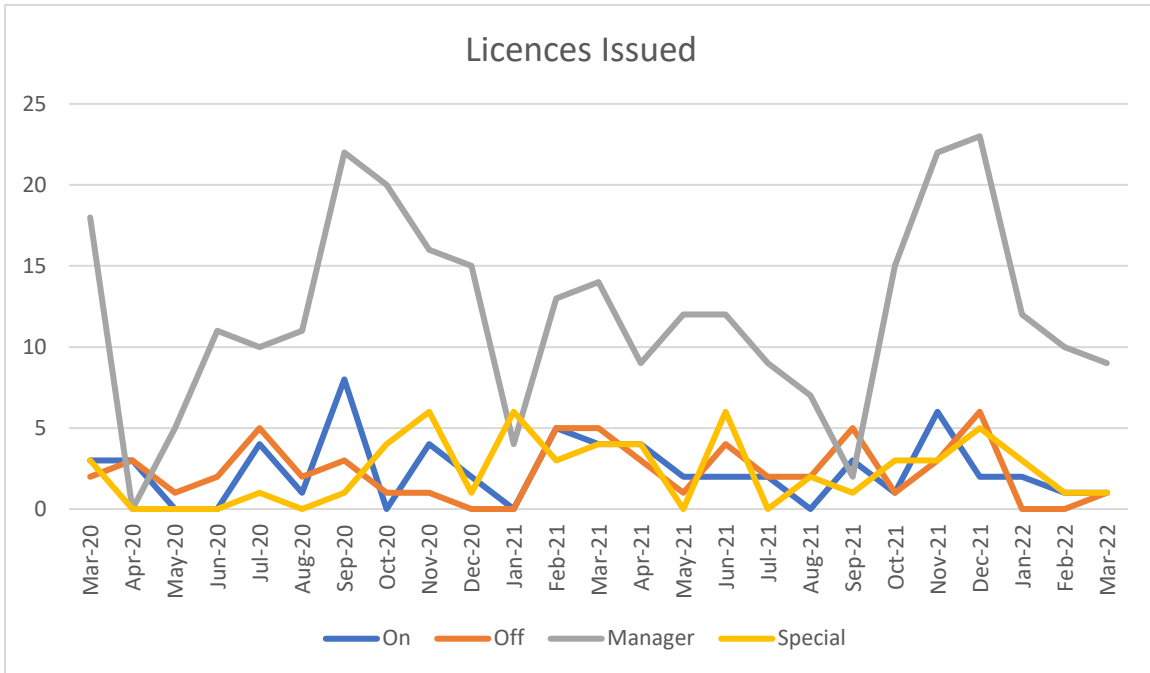
SERVICE LEVEL – The supply of alcohol is controlled by promoting responsible drinking.

PUBLIC PROTECTION KEY PERFORMANCE INDICATORS	TARGET 21/22	YTD RESULT	COMMENT SOURCE, AND ACTIONS TAKEN TO ACHIEVE TARGET
All premises licences issued have an inspection undertaken by the Inspector prior to issue to assess the licensees understanding of their obligations and responsibilities under the Act	100%	100% YTD	<i>On NEW</i>
			Feb 22 0 4 YTD
			Mar 22 0 4YTD
			<i>On RENEWAL</i>
			Feb 22 1 13 YTD
			Mar 22 1 14 YTD
			<i>Off NEW</i>
			Feb 22 0 6 YTD
			Mar 22 1 7 YTD
			<i>Off RENEWAL</i>
			Feb 22 0 11 YTD
			Mar 22 0 11YTD
			Club
			Feb 22 1 3 YTD
Mar 22 0 3 YTD			
Temp			
Feb 22 4 10 YTD			

PUBLIC PROTECTION KEY PERFORMANCE INDICATORS	TARGET 21/22	YTD RESULT	COMMENT SOURCE, AND ACTIONS TAKEN TO ACHIEVE TARGET
			Mar 22 0 10 YTD Information source: Inspector records, MAGIQ data, Alcohol Spreadsheet K:\resource\Liquor\Alcohol Master Sheet.xls
Special Licences are issued			Special Licences – Feb 22 1 18 YTD Mar 22 1 19 YTD Information source: MAGIQ data, Alcohol Master Sheet K:\resource\Liquor\Alcohol Master Sheet.xls
All Duty Manager's (DM) certificate holders undertake an interview with the Inspector prior to certificate being issued to assess the manager's level of understanding with the Duty Manager's role			<i>DM NEW</i> Feb 22 3 34 YTD Mar 22 4 38 YTD <i>DM RENEWAL</i> Feb 22 7 66 YTD Mar 22 5 71YTD Information source: MAGIQ data, Alcohol Master Sheet K:\resource\Liquor\Alcohol Master Sheet.xls
75% of all licenced premises identified as at 1 July of every year have a compliance visit undertaken by the Inspector before the 30 th of June the following year (i.e. within a 12 month period)	75%	32.8% YTD	Information source : Compliance inspection records K:\resource\Liquor\Compliance Visits 21-22 Feb 22 - 0 Compliance visits Mar 22 – 0 compliance visits 41/125 total compliance YTD COVID 19 red light phase has halted this activity.
Average working days to process an application from acceptance by SWDC	25WD	19.23WD	Information source: Alcohol Master Sheet K:\resource\Liquor\Alcohol Master Sheet.xls

ALCOHOL LICENCE APPLICATIONS PROCESSED	YTD 1 JULY 21 TO 31 MAR 22	PREVIOUS YTD 1 JULY 20 TO 31 MAR 21	PERIOD 1 FEB 22 TO 31 ST MAR 22	PREVIOUS PERIOD 1 FEB 21 TO 31 MAR 21
On Licence	18	26	2	9

Off Licence	18	22	1	10
Club Licence	3	4	1	2
Manager's Certificate	109	125	19	27
Special Licence	19	26	2	7
Temporary Authority	10	4	4	0
Total	177	207	29	54



On	Jan	Feb	Mar	Apr	May	June	Jul	Aug	Sep	Oct	Nov	Dec
2020	2	2	3	3	0	0	4	1	8	0	4	2
2021	0	5	4	4	2	2	2	0	3	1	6	2
2022	2	1	1									

Off	Jan	Feb	Mar	Apr	May	June	Jul	Aug	Sep	Oct	Nov	Dec
2020	4	2	2	3	1	2	5	2	3	1	1	0
2021	0	5	5	3	1	4	2	2	5	1	3	6
2022	0	0	1									

Manager	Jan	Feb	Mar	Apr	May	June	Jul	Aug	Sep	Oct	Nov	Dec
2020	12	10	18	0	5	11	10	11	22	20	16	15
2021	4	13	14	9	12	12	9	7	2	15	22	23
2022	12	10	9									

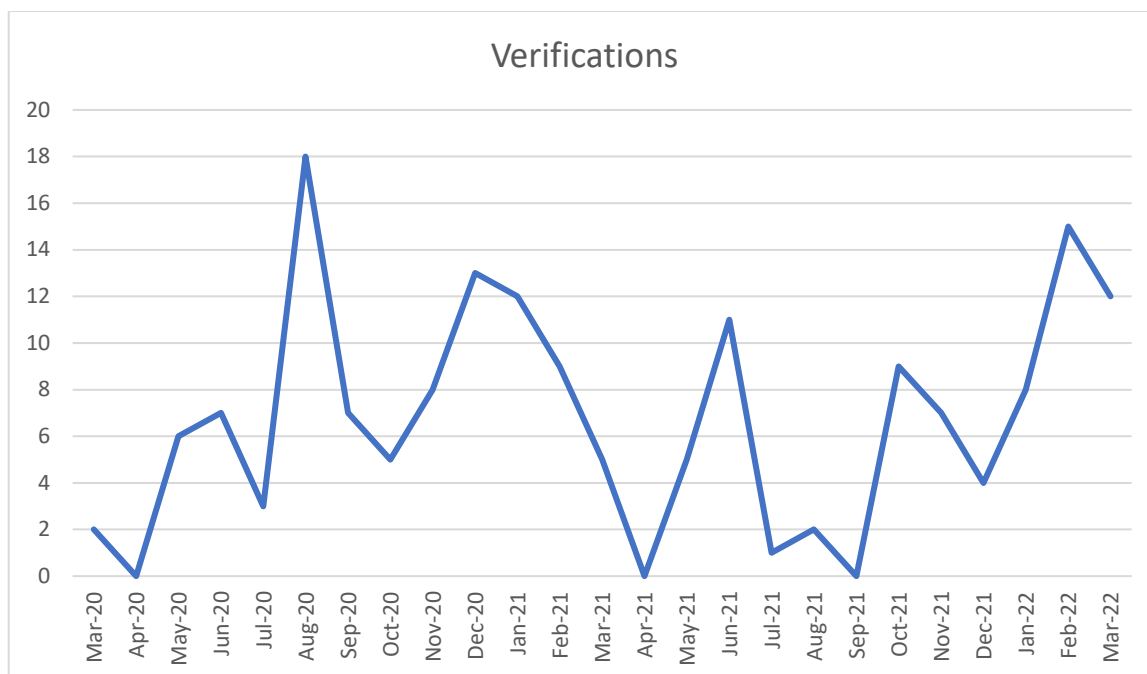
Special	Jan	Feb	Mar	Apr	May	June	Jul	Aug	Sep	Oct	Nov	Dec

2020	6	4	3	0	0	0	1	0	1	4	6	1
2021	6	3	4	4	0	6	0	2	1	3	3	5
2022	3	1	1									

2.5.1. Health Act - Safe Food

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

PUBLIC PROTECTION KEY PERFORMANCE INDICATORS	TARGET 20/21	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%	FHR – 0 FCP (Food Act) –88 NP –68 Total number of premises is subject to change month by month as new businesses open and existing premises close. risk based measure changes
Premises are inspected in accord with regulatory requirements.	100%	65.91%	FCP verifications – 58/88 Covid 19 had an impact. We also had 9 premises close/or transfer to National Programmes this financial year so far. Verifications are booked depending on their outcome status this could be 18 /12/6 months. They do not have a consistent number each month. Number of verifications undertaken in January 2022 was 8. The EHO was able to close out 10 premises in Jan 2022 Please note SWDC has only 1 EHO currently.



Verifications	Jan	Feb	Mar	Apr	May	June	Jul	Aug	Sep	Oct	Nov	Dec
2020	4	9	2	0	6	7	3	18	7	5	8	13
2021	12	9	5	0	5	11	1	2	0	9	7	4
2022	8	15	12									

Contact Officer: Russell O'Leary, Group Manager – Planning & Environment
Reviewer: Harry Wilson, Chief Executive Officer

CLIMATE CHANGE

Purpose of Report

To update the Committee about the latest actions taken in the climate change space.

Recommendations

Officers recommend that the Committee:

- 1. Receives the Climate Change Advisor Report.*

1. Risk and Resilience Strategy

The Long-Term Plan 2021-31 highlighted the need for SWDC to understand its risks against climate change and prepare for it.

Therefore, a Risk and Resilience Strategy is currently being developed by SWDC Climate Change Advisor. This Strategy only focuses on SWDC activities. This Strategy is developed accordingly to MfE Guide ('A Guide to local climate change risk assessments') released in 2021.

The following chapters will be developed in the Strategy:

- Climate Change scenarios and time frame used for the report
- Climate change projections and hazards for the district
- Elements at risks and risk rating (based on a risk matrix)
- Mitigation measures to prepare for the risks identified

Therefore, the Strategy will help South Wairarapa District Council in adapting to climate change and maintaining an acceptable level of service for its residents over time.

2. Wellington Region Climate Change Impacts Assessment - WRCCIA

The Wellington Region Climate Impacts Assessment is a key first step in delivering on the Regional Climate Adaptation Plan by 2024 that is outlined in the WRGF Work

Programme 2021-2024. The Assessment for the Wellington Region has been commissioned by all Councils to support their various climate change strategies, District Plans, Regional Plans and Long-Term Plans, as well as the WRGF.

2.1 Why is this project needed?

- To better understand how/when climate change will impact the region, including the key vulnerabilities and opportunities to embed climate resilient development.
- To enable regionally consistent decision-making on climate adaptation that also improves equity, effectiveness and efficiency outcomes.

2.2 Project outcomes:

- **Develop a common understanding** of how climate change will impact the region over the next 100+ years.
- **Consistent information and an approach** that enables climate adaptation decision making.
- **Increased council capacity** to understand and manage climate change risks across the region long term.

2.3 Project update:

- An open tender was used to contract a supplier to lead one of the most complex and ambitious climate impact assessments in New Zealand to date, who could build on best practice guidance and provide a robust analysis, and to build systems/tools to support everyday use of the findings into Council decision making.
- The tender process via an openly advertised Request for Proposals (RFP) to identify a consultant to deliver this assessment ran from Jan March 2022.
- 11 high quality proposals were received representing most major consulting firms with expertise in climate change in NZ
- A consortium of Beca, NIWA and GNS Science was appointed in April 2022 to do the WRCCIA. This consortium brings together many of NZ's leading experts on climate change and has expertise across all domains of the assessment (economic, ecological, governance, social, cultural, built environment). The consortium as the highest scoring and represented the best value for money overall.

2.4 Time frame:

- Final assessment report issued in December 2022.

More information [here](#).

3. Regional Emissions Reduction Strategy

One of the key moves recognised in the WRGF is to address the urban development challenges of climate change and transition to a low-no carbon future.

While there are regular regional emissions inventories in place for both Wellington and Horizons regions, and councils are working towards reducing emissions, many of the solutions require substantial cross-region co-ordination. In addition, there are efficiencies to be gained by sharing costs in implementing emissions reduction planning and actions.

By working cross-region and with multiple stakeholders we can collectively (local government, central government, iwi, communities and industry) agree key actions for reduction of greenhouse gas emissions across the region and ensure they are embedded into any relevant regulatory or non-regulatory documents.

There is also an opportunity to work to achieve a regional emissions reduction strategy faster and more efficiently together than individually and to be more joined up in our approach and actions. This would enable a shift from “single outcome” projects to “multi outcome” projects – those that have a number of benefits.

More information [here](#).

4. Energy Audits

South Wairarapa District Council is committed to reduce its greenhouse gas emissions in order to mitigate Climate Change.

Apart from the WWTPs and Water supply, the following assets have the biggest power consumptions (over 40,000 kWh per year):

- Martinborough Waihinga Centre,
- Municipal office in Martinborough,
- Greytown Town Hall,
- Swimming pool in Greytown.

Therefore, it is expected that actions taken on those assets will have the most significant impact on SWDC power usage.

EECA (Energy Efficiency and Conservation Authority) identifies three levels of energy audits. Due to the type of assets and facilities SWDC owns, it was decided that an energy audit level 1 (L1EA) would be sufficient. The L1EA will provide the business rationale behind taking further action and is a low cost, low risk process to identify the business case behind energy and utility management.

The energy audits are due before the end of the financial year.

5. Restoration Day

The Climate Change Advisor for SWDC and CDC is part of the committee that organises Restoration 2022 in the Wairarapa.

Restoration Day is an annual collaborative event that provides networking and learning opportunities for those involved in ecological restoration in the Wellington Region.

At this year's Restoration Day 2022 we'll connect through an online webinar and field trips with a diverse range of speakers sharing their ideas and thoughts on how to restore the mana of Wairarapa Moana. The theme this year is Kia whakanuia te taiao – Celebrate our environments significance.

Programme highlights include:

- Rawiri Smith's keynote speech asking: "How do we lift Wairarapa Moana from the too hard basket and restore its value?"
- A panel of experts, and PechaKucha session exploring tools to revive the significance of te taiao.
- Field trips to Kohunui Marae and Wairarapa Moana after the online webinar.
- Further workshops to the Hidden Lakes, Waipoua River and Tauweru Farm running throughout April and May.

Contact Officer: Melanie Barthe, Climate Change Advisor

Reviewed By: Amanda Bradley, General Manager, Policy & Governance

PLANNING AND REGULATORY COMMITTEE

20 APRIL 2022

AGENDA ITEM C3

ACTION ITEMS REPORT

Purpose of Report

To present the Planning and Regulatory Committee with updates on actions and resolutions.

Recommendations

Officers recommend that the Committee:

1. *Receive the Planning and Regulatory Action Items Report.*

1. Executive Summary

Action items from recent meetings are presented to the Committee for information. The Chair may ask officers for comment and all members may ask officers for clarification and information through the Chair.

If the action has been completed between meetings it will be shown as 'actioned' for one meeting and then will remain in a master register but no longer reported on. Procedural resolutions are not reported on.

2. Appendices

Appendix 1 - Action Items to 20 April 2022

Contact Officer: Russell O'Leary, Group Manager Planning and Regulatory

Reviewed By: Harry Wilson, Chief Executive

Appendix 1 – Action Items to 20 April 2022

Number	Raised Date	Responsible Manager	Assigned to	Action or Task details	Open	Notes
559	3-Nov-21	Russell	Rick	PLANNING AND REGULATORY RESOLVED (P&R2021/21): 1. To receive the South Wairarapa District Dog Pound Report. (Moved Mayor Beijen/Seconded Cr West) Carried 2. To recommend that officers progress the dog pound through procurement as long as a suitable South Wairarapa location can be sourced and the costs do not exceed the budget allocated. (Moved Mayor Beijen/Seconded Cr West) Carried Cr Plimmer voted against	Open	6/12/21: Reviewing possible land options for the establishment of the pound.