



**SOUTH WAIRARAPA
DISTRICT COUNCIL**
Kia Reretahi Tātau

PLANNING AND REGULATORY COMMITTEE

Agenda

NOTICE OF MEETING

An ordinary meeting will be held in the Supper Room, Waihinga Centre, Texas Street, Martinborough, on Wednesday 7 July 2021 at 12:30pm. The meeting will be held in public (except for any items specifically noted in the agenda as being for public exclusion).

MEMBERSHIP OF THE COMMITTEE

Councillors Ross Vickery (Chair), Pam Colenso, Rebecca Fox, Leigh Hay, Alistair Plimmer, 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: Planning and Regulatory Committee
Minutes of 12 May 2021
Proposed Resolution: *That the minutes of the Planning and Regulatory Committee meeting held on 12 May 2021 are a true and correct record.*

Pages 1-3

B. Decision Reports

B1. Five Rivers Medical Centre Development Report Pages 4-5

C. Information and Verbal Reports from Chief Executive and Staff

C1. Planning and Environment Group Report Pages 6-20

C2. Action Items Report Pages 21-23

C3. Policy and Governance Report Pages 24-26

PLANNING AND REGULATORY COMMITTEE
Minutes from 12 May 2021

Present:	Councillors Brenda West (Chair), Pam Colenso, Leigh Hay, Alistair Plimmer and Mayor Alex Beijen.
In Attendance:	Russell O’Leary (Group Manager Planning and Environment), Harry Wilson (Chief Executive Officer), Karen Yates (Policy and Planning Manager), Melanie Barthe (Climate Change Advisor), Rick Mead (Environmental Services Manager) and Suzanne Clark (Committee Advisor).
Conduct of Business:	The meeting was held in the Supper Room, Waihinga Centre, Texas Street, Martinborough and was conducted in public between 12:30pm and 2:10pm.

Open Section

Mr O’Leary, the Planning and Environment Group Manager assumed the Chair.

Mr O’Leary called for nominations to chair the 12 May 2021 meeting.

Mayor Beijen nominated Cr West.
This was seconded by Cr Colenso.

There being only one nomination, Cr West was declared Chair for the 12 May 2021 meeting.

Cr West assumed the Chair.

A1. Apologies

PLANNING AND REGULATORY COMMITTEE RESOLVED (P&R2021/08) to accept apologies from Cr Rebecca Fox and Cr Ross Vickery.

(Moved Cr Plimmer/Seconded Cr Colenso)

Carried

A2. Conflicts of Interest

There were no conflicts of interest.

A3. Public Participation

There was no public participation.

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

A4. Actions from Public Participation

There were no actions from public participation.

A5. Extraordinary Business

Cr West requested a verbal update on the status of the Featherston Quarry consent under agenda item C1 Planning and Environment Group Report.

A6. Minutes for Confirmation

PLANNING AND REGULATORY COMMITTEE RESOLVED (P&R2021/09) that the minutes of the Planning and Regulatory Committee meeting held on 17 March 2021 are a true and correct record.

(Moved Cr Hay/Seconded Cr Colenso)

Carried

B. Decision Reports

B1. Climate Change Report

Ms Barthe outlined the differences between the draft and final Climate Change Strategy and answered members' questions on Wairarapa representation at regional committees and forums, recognising that outputs from rural communities is different from urban communities, and SWDC's emissions inventory and improving performance.

PLANNING AND REGULATORY RESOLVED (P&R2021/10):

1. To receive the revised version of the Ruamahanga (Climate Change) Strategy and Implementation Plan.

(Moved Cr Hay/Seconded Mayor Beijen)

Carried

2. To receive the 2020 Greenhouse Gas Inventory Report for SWDC.

3. To recommend to Council to adopt the revised version of the Ruamahanga Strategy and Implementation Plan.

(Moved Mayor Beijen/Seconded Cr Colenso)

Carried

4. Action 147: Investigate why the emissions inventory statistics for parks and reserves is showing an increase; K Yates

C. Information Reports

C1. Planning and Environment Group Report

Members discussed the progress on the District Plan review and balancing growth with protection of heritage and versatile soils as well as South Wairarapa's preparedness due to spatial planning. Changes to the trending graphs were requested.

Mayor Beijen left the meeting at 1:40pm.

Mayor Beijen returned to the meeting at 1:42pm.

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Members' discussed the alternative dog pound concept that Mr Mead was investigating. Direction was given to officers to conduct due diligence on the container dog pound concept.

Mr O'Leary reported that the additional consenting information requested from the Featherston quarry had been received and that the application was now being handled by Boffa Miskell. Dust had been considered as part of the Greater Wellington Regional Council consent.

Mr Wilson discussed the high volume of building act work, the scarcity of qualified building officers and the associated risk that consent and enforcement results could slip away from targets.

PLANNING AND REGULATORY RESOLVED (P&R2021/11):

1. To receive the Planning and Environment Report.

(Moved Cr Plimmer/Seconded Cr Colenso)

Carried

2. Action 148: Provide graphical trend analysis for a greater period than 6 months (two years suggested); R O'Leary

C2. Action Items Report

PLANNING AND REGULATORY RESOLVED (P&R2021/12):

1. To receive the Action Items Report.

(Moved Cr Hay/Seconded Cr Colenso)

Carried

2. Action 149: Include Spatial Plan and District Plan updates as standard items in the Planning and Environment Group report; R O'Leary

Confirmed as a true and correct record

.....(Chair)

.....(Date)

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PLANNING AND REGULATORY COMMITTEE

7 JULY 2021

AGENDA ITEM B1

FIVE RIVERS MEDICAL CENTRE DEVELOPMENT – RESOURCE CONSENT BACKGROUND AND CONTEXT REGARDING A FOOTPATH TO STATE HIGHWAY 2

Purpose of Report

To provide background information on the Five Rivers Medical Centre development, the resource consent and context regarding a footpath from Arbor Place to State Highway 2, Greytown.

Recommendations

Officers recommend that the Committee:

1. *Receives the Five Rivers Medical Centre Development – Resource consent background and context regarding a footpath to State Highway 2 Report.*
2. *That the footpath matter be referred to the Assets and Services Committee for requesting a report on footpath connection of this industrial and commercial area to the south part of Greytown.*

1. Background

A resource consent was applied for on 21 January 2020 for the Five Rivers Medical Centre located within the Industrial Zone on the corner of Bidwills Cutting Rd and Arbor Place, Greytown. Resource consent was granted for the medical centre development on 18 February 2020. The medical centre was envisaged to serve the health needs of people of South Wairarapa district and from adjoining districts such as Carterton. The development anticipated that medical centre customers would drive to the facility.

The corner site comprises a total land area of approximately 0.8304ha, and the proposal involved the development of a 1450m² health centre. Under the District Plan the proposal was processed as a Discretionary Activity.

2. Discussion

The following is a summary of the background on the Five Rivers Medical Centre and footpath to State Highway 2 matter. The medical centre facility was the subject of a resource consent application located within the Industrial Zone of Greytown. There

was the original consent decision and subsequently a change to the resource consent, by way of Section 127 variation.

A footpath from State Highway 2 was condition 10 of the original resource consent for the medical centre development, seen as needed then for the provision of walking to the site. This was due to there being a noted parking shortfall within the original site layout for the proposal located on quite a tight development site.

For resource consents, planning assessment is based on the site development proposed and the potential effects of the intended use. Council cannot impose other wider conditions which are ultra vires, which are unrelated to the site, onerous or inappropriate to an applicant.

Subsequently, there was a meeting sought by the applicant and a meeting held on December 8th between the developer, the project manager, staff members Godwell Mahowa and Tim Langley.

At the meeting and from discussions held there was an acknowledgement that the footpath construction at this stage was not feasible. Also, the applicant was required to submit a renewed parking plan which would provide more car parking spaces on site.

Subsequently, on 26 January 2021 an application for a Section 127 change to a resource consent was applied for, and the consent variation was granted on 28 January 2021. This change to the consent removed the need to provide a footpath. This was on the basis that due to the uncertainty of plans of the associated stakeholders SWDC, NZTA and Kuranui College a footpath was not considered feasible.

The Section 127 change of resource consent variation still stands. However, condition 11 of the existing consent requires a traffic survey to be provided, at 3mnths and 12mnths after the business opening to check if there are more than minor adverse effects from the use upon the roading network.

There is no obligation to have a footpath established by the developer of the medical centre; and as such any private input would rely on developer goodwill and cooperative approach. Therefore, the future recourse for installation of a footpath is limited to Council undertaking the implementation along with the associated works costings.

3. Conclusion

Council officers recommend that this background information be received and the Committee request a report go to the Assets and Services Committee on the matter of connecting this industrial and commercial area to the south part of Greytown.

Contact Officer: Russell O'Leary/ Kendyll Harper, RM Planner

Reviewed By: Russell O'Leary, Group Manager Planning and Environment

PLANNING AND REGULATORY COMMITTEE

7 JULY 2021

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:

1. *Receive the Planning and Environment Group Report.*

1. Planning and Environment Group Summary

1.1 Planning Services

We have our new planning manager James Witham commencing with us on 19 July. The team is busy, including across new subdivisions and related matters, and new dwellings. Levels of consents and enquiry remain quite high. It was pleasing to see Council approval to the Commissioner recommendation for the Wairarapa International Dark Sky Reserve – Outdoor Artificial Lighting Plan Change. It was good to see the high level of interest and submitter inputs to the Spatial Plan.

1.2 Building Services

Building consent applications levels remain high and timely processing has continued plus careful site inspections services. The contractors we use for processing consents are also experiencing high demand from the Councils they serve. This means we have needed to pick up more in-house. A staff member has returned part time from maternity leave, this has helped with our busy work volumes.

1.3 Environmental Services

From continued inspections work and we are ahead of premise's verifications benchmark. The Animal control team and others have worked through this year's dog registrations. We have pushed for an online payment and email notification for the first time and have received a great response, many people registering early. Our EHO's have been busy inspecting grease traps around the townships as well as engaging with other Councils in the Industrial Waters via a national conference.

1.4 Proposed Legislative Change to the RMA

The Government is delivering on its promise to reform the Resource Management system based on the comprehensive review led by former Appeal Court Judge Tony Randerson, published July 2020. The Resource Management Act 1991 (RMA) will be repealed and replaced with three new Acts:

- Natural and Built Environments Act (NBA) - to provide for land use and environmental regulation (this would be the primary replacement for the RMA)
- 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 complex issues associated with managed retreat and funding and financing adaptation.

Under the NBA there will be a mandatory set of national policies, standards to support the natural environmental limits, outcomes and targets specified in the new law. These will be incorporated into combined regional plans prepared by local and central government and mana whenua. The Strategic Planning Act will integrate functions under the RMA, Local Government Act 2002, Land Transport Management Act 2003 and the Climate Change Response Act 2002 to enable clearer decision-making and investment. The purpose is for new spatial strategies to enable regions to plan for the wellbeing of future generations, so infrastructure occurs in the right places at the right times.

1.5 South Wairarapa Spatial Plan

It was great to receive the 213 submissions, along with presentations and related deliberations on the Plan and growth options. There is now further investigation work required. The review of the Mapping Our Future To 2050 Residential Growth Options will involve consideration of matters raised alongside planning evaluation, growth area provisioning for our towns, and investigation work. The revision and further recommendations on the Spatial Plan will be reported back to Council in coming months for decision purposes.

1.6 District Plan Review

District Plan Review Committee meetings and officer advisory group meetings continue to consider the extent of change needed for each chapter, and national planning standards. The DP review is a mix of full review of key chapters, targeted review for some, and minor review. The review will be across 2021-2023 and any appeals sorted in 2024. Recent issues work has covered the residential zone, rural zone, subdivision rules, heritage, tangata whenua chapter, industrial and commercial zone, natural hazards, financial contributions, open space.

1.7 Dark Sky

The commissioner's recommendation for approval of the plan change was confirmed by Council at the meeting of 30th June. A key step for supporting the International Dark Sky Reserve and establishing modern controls for outdoor artificial lighting and minimizing light pollution to our quality night sky.

1.8 Proposed Combined Council Dog Pound SWDC/CDC

A tender process was undertaken to provide requested costings information for a combined pound facility to serve both CDC and SWDC, for the site at Dalefield Rd, Carterton. This process ended on 7th April 2021. Unfortunately, no tenders were received from any firms for the proposed facility. However, Carterton has been in discussion with a single supplier.

Accordingly, officers are researching land options within the SWDC region for a potential local solution. Also, part of this has involved thinking creatively, in terms of both design and construction, for a suitable animal shelter. As to potential structure and design, the officers have made enquiries regarding the use of shipping containers as the new pound structure. The company has provided an indicative list of requirements their container design can meet. They have indicated that the build time is 6 – 8 weeks dependent on current schedule.

In terms of location the most viable is Johnston Street Featherston, site of our current facility. However, we are investigating moving that to the southwest corner, involving an area of 34m x 30 metres.

We have sought quotes from the various suppliers concerning all the components for the facility. We believe that this is still our best option to achieve a cost effective, local and modern compliant solution. Once this latest option has been further explored, and associated matters confirmed we will provide a further update to the Committee.

Shared Services Meeting

At the shared services meeting held on 28 June, the topic of a combined dog pound came up as part of agenda discussions. Carterton have also explored possibility for a container based local facility, alongside consideration of combined facility at the Dalefield Rd site. Their acting CE Blair King raised the long-term merit of a combined pound based at Masterton, to serve all districts. The Committee believed that this should be researched further. Masterton are still investigating requirements for a new facility. So further investigative work via Blair and Masterton staff will be undertaken to identify necessary components, related costings.

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 Act – Consents (Year to date 01/07/2020-31/05/2021)

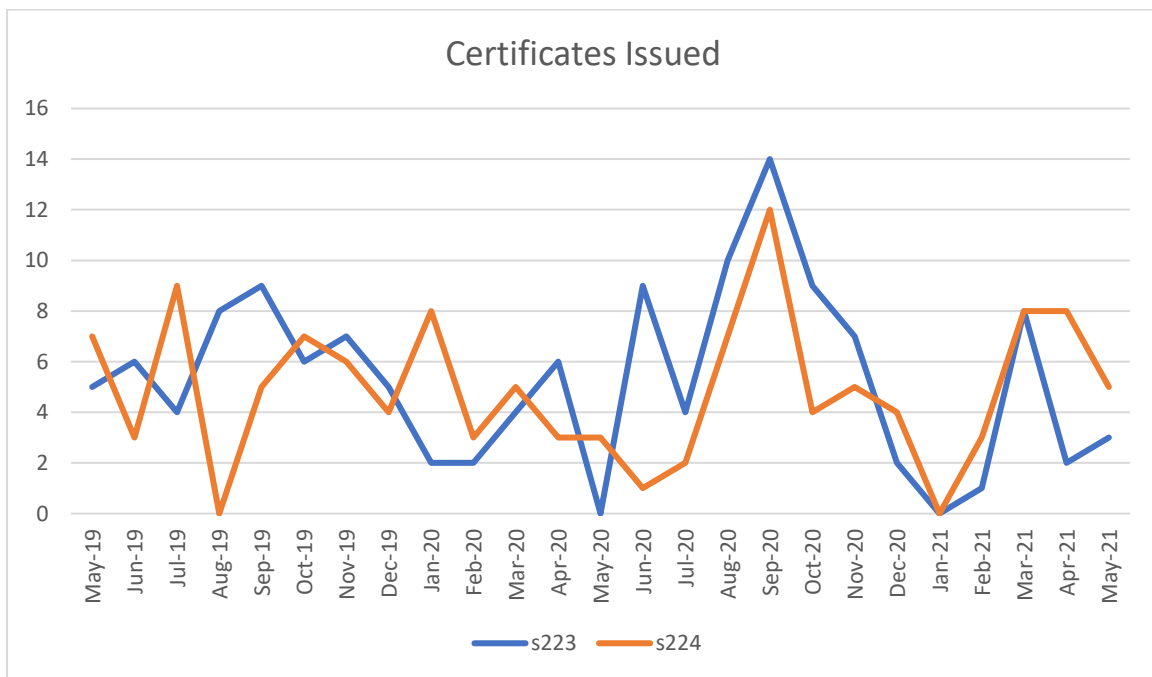
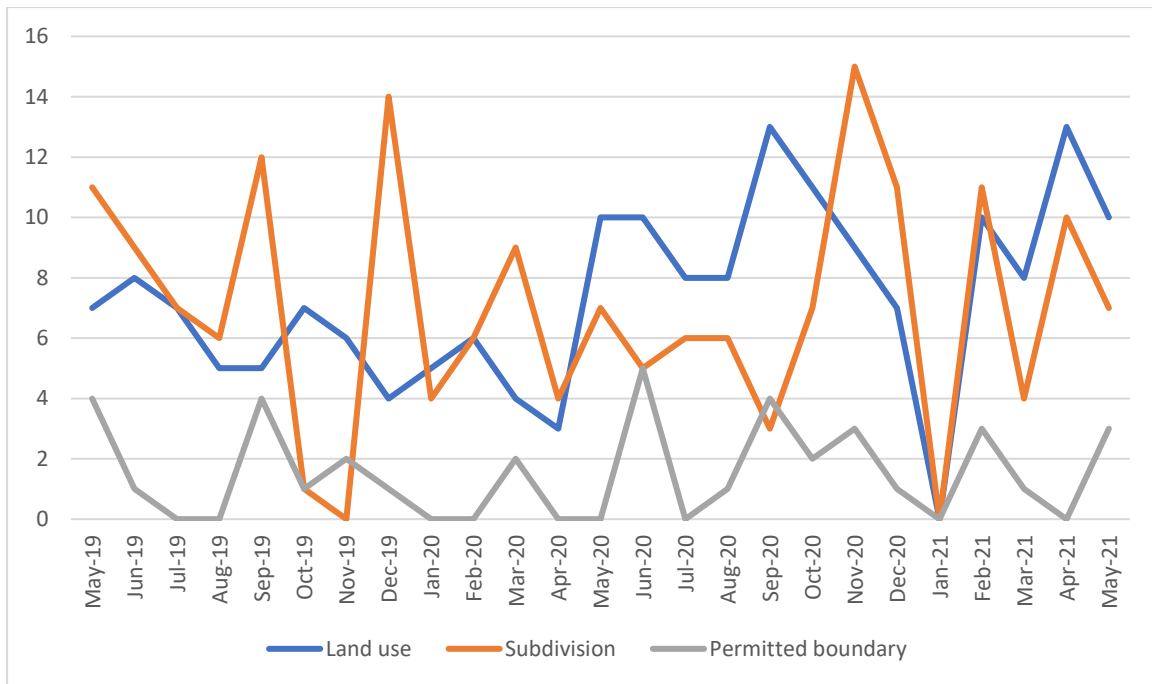
SERVICE LEVEL – All resource consents will be processed efficiently.

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 195/195
		100%	97/97 Land Use applications were completed within statutory timeframes. NCS
		100%	80/80 Subdivision applications were completed within statutory timeframes. NCS
		100%	18/18 permitted boundary activity applications were completed within statutory timeframes. NCS
s.223 certificates issued within 10 working days	100%	100%	60/60 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%	58/58 s224 certificates were certified. NCS.

2.2 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.



2.3 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	YTD RESULT	COMMENT SOURCE, AND ACTIONS TAKEN TO ACHIEVE TARGET
LIMs contain all relevant accurate information (no proven complaints)	100%		G:\LIMs\LIMS PROCESSED 2020-2021
Standard LIMs are processed within 10 days	100%	92.57%	196/210 standard LIMs were completed
Urgent LIMs are processed within 5 days	100%	100%	88/88 urgent LIMs were completed

	YTD 1 ST JULY 2020 TO 31 ST MAY 2021	PREVIOUS YTD 1 ST JULY 2019 TO 31 ST MAY 2020	PERIOD 1 ST APRIL 2021 TO 31 ST MAY 2021	PREVIOUS PERIOD 1 ST APRIL 2020 TO 31 ST MAY 2020
Standard LIMs (Processed within 10 working days)	210	157	35	18
Urgent LIMs (Processed within 5 working)	88	71	12	4
Totals	298	228	47	22

2.4 Building Act - Consents and Enforcement

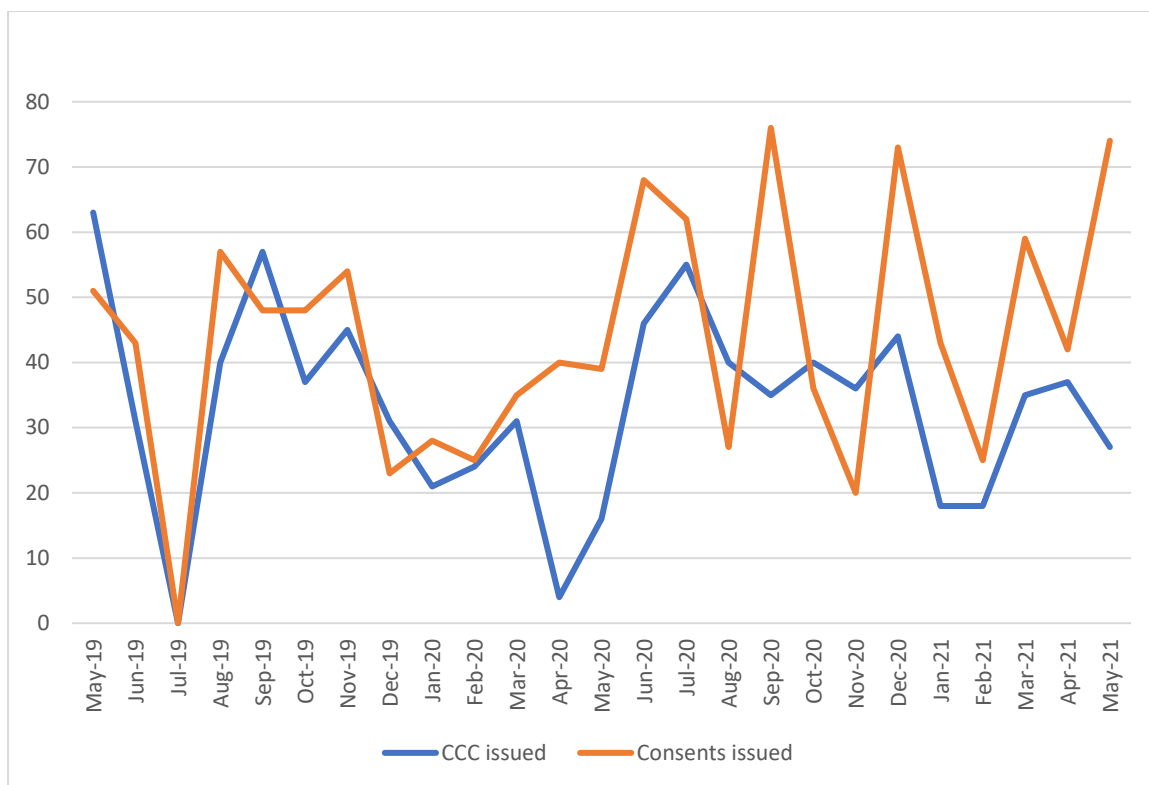
SERVICE LEVEL - Council certifies all consented work complies with the building code, ensuring our communities are safe. The Council processes, inspects, and certifies building work in my district.

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%	97.66%	NCS – 376/385 CCC's were issued within 20WD YTD – Human/technical error, process put in place to prevent this from happening in the future.
Building consent applications are processed within 20 working days	100%	99.44%	NCS – 537 consents were issued within 20WD YTD 3 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 BWO's and Swimming Pools	Yes	Yes	Building Consents Council inspects all new work to ensure compliance April 2021 - 401 inspections May 2021 - 475 inspections BWO's – 0 April

PUBLIC PROTECTION KEY PERFORMANCE INDICATORS	TARGET	YTD RESULT	COMMENT SOURCE, AND ACTIONS TAKEN TO ACHIEVE TARGET
			2 May Total 189 average of 3 audits per month required, Swimming Pools – Total 309– average of 7 audits per month required. 5 audits carried out in April 0 audits May Progress inspections on buildings took priority over these audits in May due to inspectors being away on training for a week and then an inspector was unexpectedly sick for a week
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

2.5 Building Consents Processed

TYPE – 1 APRIL 2021 TO 31 MAY2021	NUMBER	VALUE
Commercial (shops, restaurants, rest home – convalescence, restaurant /bar / cafeteria / tavern, motel, commercial building demolition - other commercial buildings)	2	\$1,418,500
Industrial (covered farm yards, building demolition, warehouse and/or storage, factory, processing plant, bottling plant, winery)	4	\$249,000
Residential (new dwellings, extensions and alterations, demolition of building, swimming and spa pools, sleep-outs, garages, relocations, heaters, solid fuel heaters).	93	\$15,268,067
Other (public facilities - schools, toilets, halls, swimming pools)	4	\$78,000
Totals	103	\$17,013,567



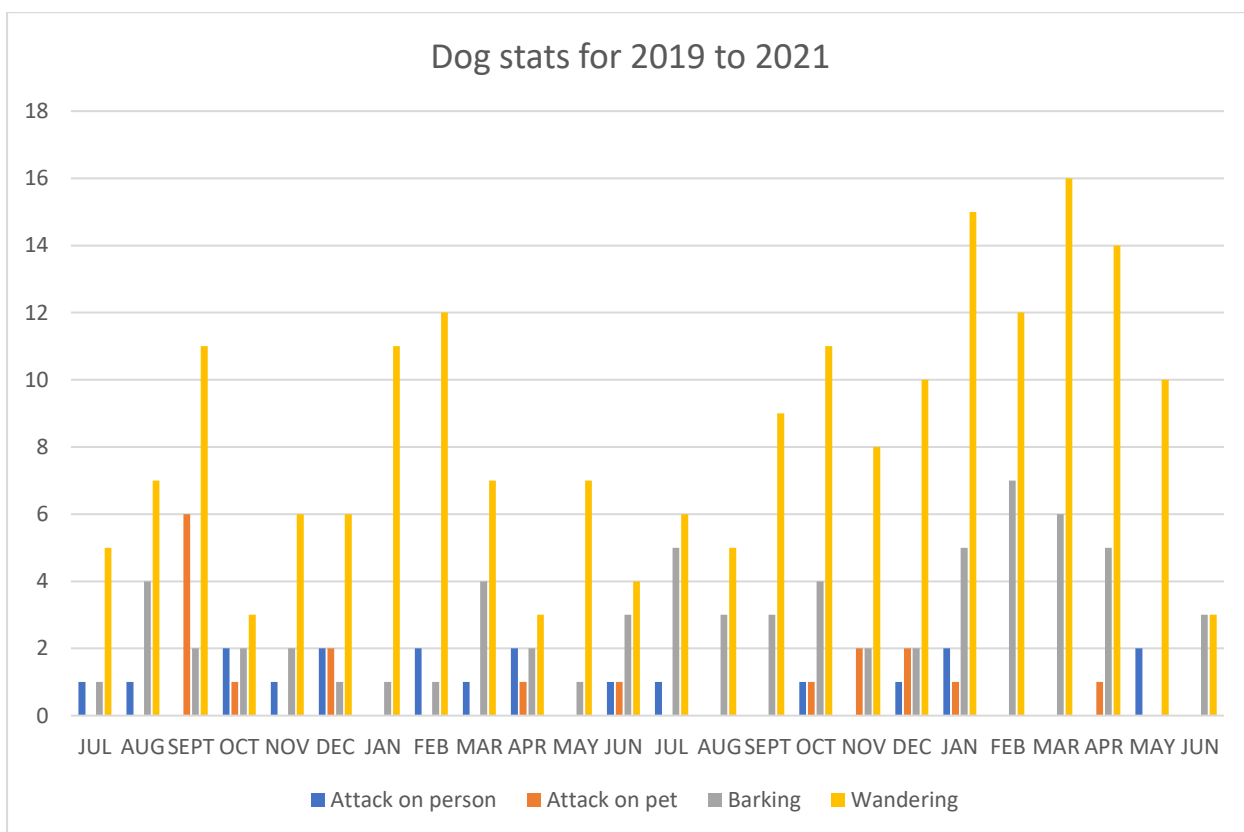
2.6 Environmental Health and Public Protection

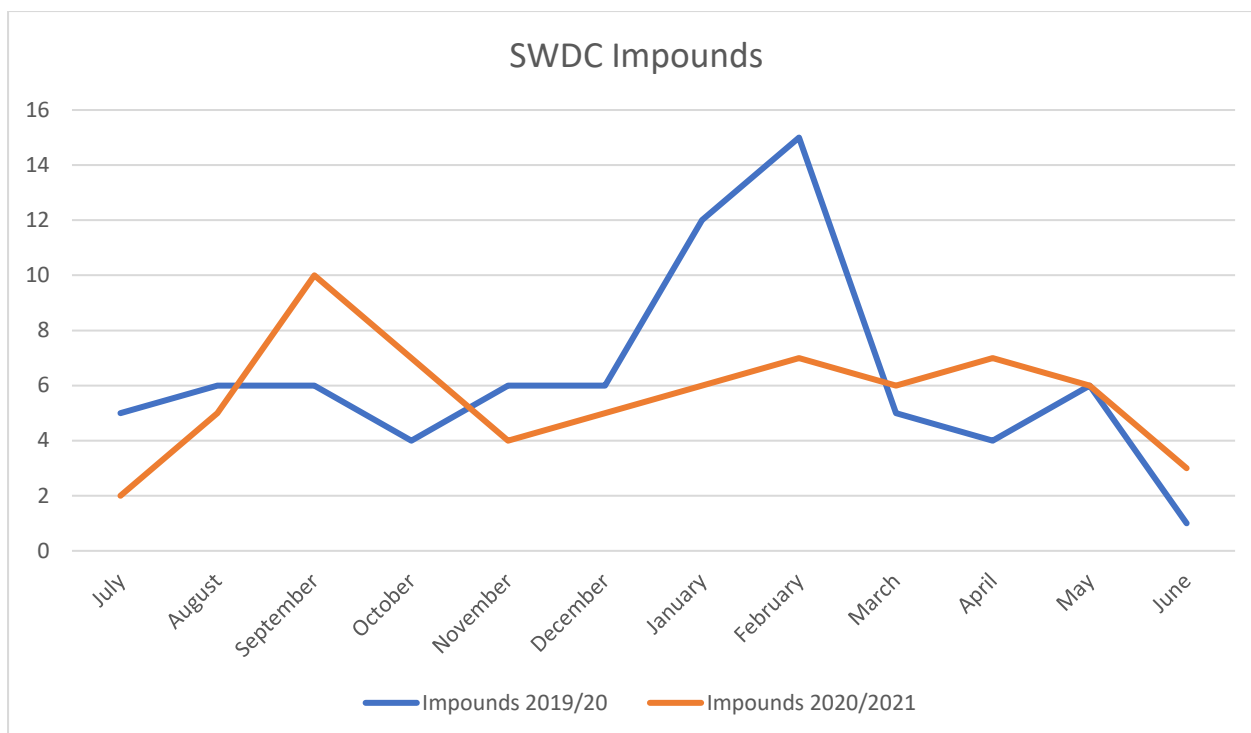
2.6.1. Dog Control Act – Registration and Enforcement

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	3	1 at dog event in Featherston (Dogs in togs), 1 national organisation (Red Cross) 1 internal (meter readers)
Complaints about roaming and nuisance dogs are responded to within 1 hours	100%	100%	K:\resource\Bylaw Officers\Registers\AC Service Requests.xls 216/216
Complaints about dog attacks on persons, animals or stock are responded to within 1 hour	100%	100%	22/22

INCIDENTS REPORTED FOR PERIOD 1 ST APRIL 2021 – 31 ST MAY 2021	FEATHERSTON	GREYTOWN	MARTINBOROUGH
Attack on Pets	3	-	-
Attack on Person	1	-	1
Attack on Stock	1	-	-
Barking	2	1	3
Lost Dogs	2	-	3
Found Dogs	2	-	3
Rushing Aggressive	1	1	1
Wandering	9	5	10
Welfare	1	-	-
Fouling	-	1	-
Uncontrolled (walked off leash urban)	-	-	-





2.7 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 27/27
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 14/14

INCIDENTS REPORTED	TOTAL FOR YTD PERIOD 1 JULY 2020 TO 31 MAY 21
Stock	35

2.8 Bylaws

Between 1 July 2020 and 31 May 2021 there were:

Trees & Hedges

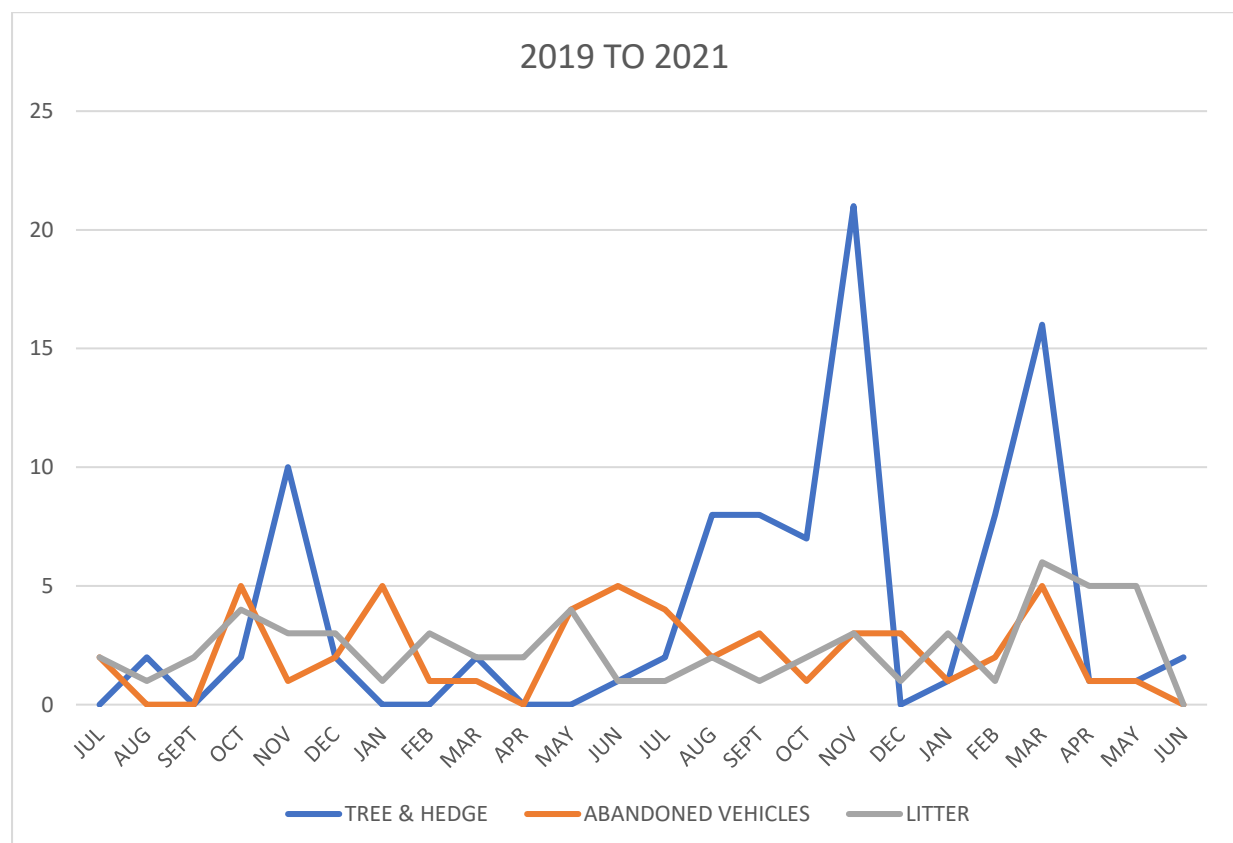
- 73 notices were sent by Council requesting the owner/occupier to remove the obstruction from the public space.

Litter

- 30 litter incidents were recorded and from this, Council sent 10 notices to the identifiable people associated with these incidents, resulted in an infringement.

Abandoned vehicles

- There were 26 total vehicle related calls in the SWDC area, of which 16 were abandoned vehicles. 17 were removed by their owners and the remaining 9 vehicles were removed by Councils' contractor or NZTA.

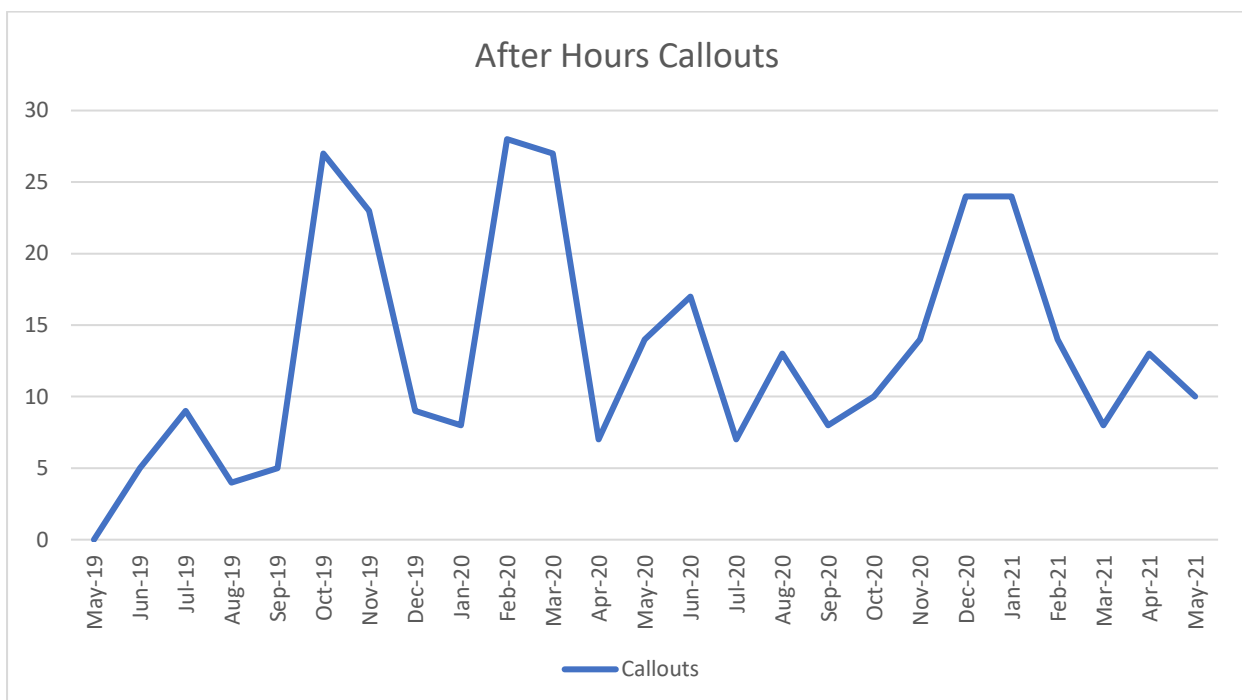


2.9 Resource Management Act – afterhours Noise Control

SERVICE LEVEL – The Council will respond when I need some help with noise control.

PUBLIC PROTECTION KEY PERFORMANCE INDICATORS	TARGET 20/21	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%	97.2%	K:\resource\Health\Resource Management\Noise Control Complaints 141/145 attended within timeframe YTD 13 callouts April 21 10 callouts attended May 21 21/23 attended to within 1.5 hours

AFTER HOURS NOISE CONTROL COMPLAINTS RECEIVED	YTD 1 JULY 20 TO 31 MAY 21	PREVIOUS YTD 1 JULY 19 TO 31 ST MAY20	PERIOD 1 APRIL 2021 TO 31 ST MAY 2021	PREVIOUS PERIOD 1 APRIL 2020 TO 31 ST MAY 2020
Total	145	145	23	21



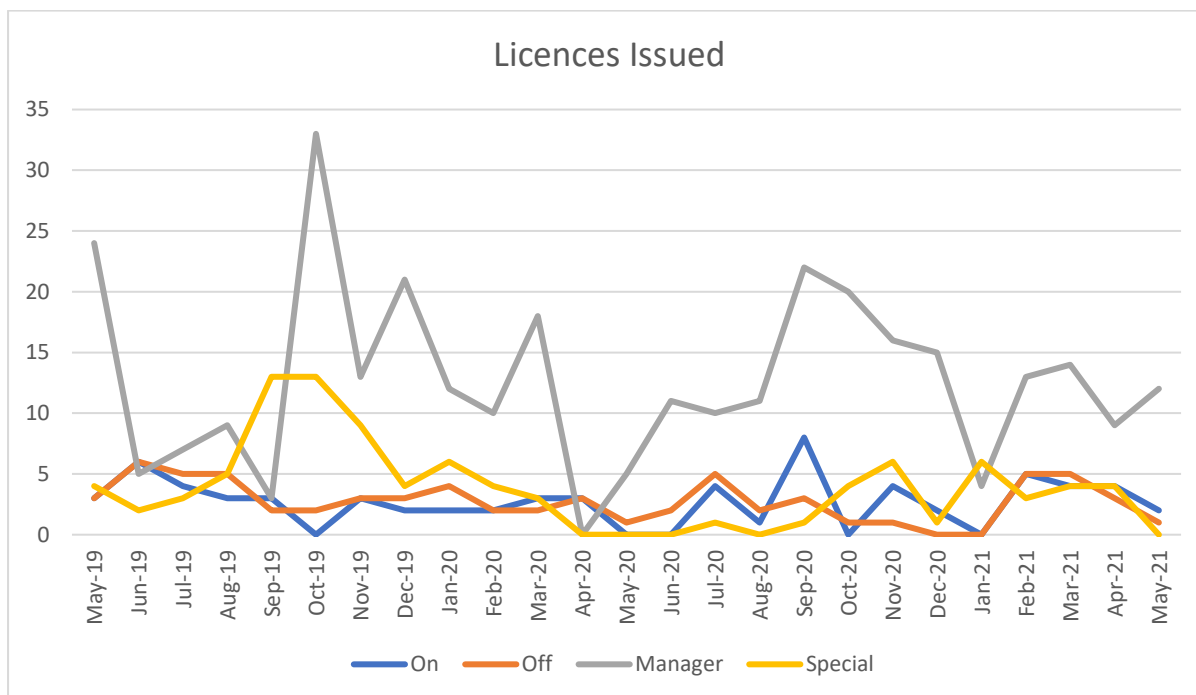
2.10 Sale and Supply of Alcohol Act - Licensing

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

PUBLIC PROTECTION KEY PERFORMANCE INDICATORS	TARGET 20/21	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	<p><i>On NEW</i> 0 April 21 0 May 21 14 YTD</p> <p><i>On RENEWAL</i> 4 April 21 2 May 21 21 YTD</p> <p><i>Off NEW</i> 0 April 21 0 May 21 9 YTD</p> <p><i>Off RENEWAL</i> 3 April 21 1 May 21 17 YTD</p> <p>Club 0 April 21 1 May 5 YTD</p> <p>Information source: Inspector records, MAGIQ data, Alcohol Spreadsheet K:\resource\Liquor\Alcohol Master Sheet.xls</p>
Special Licences are issued			<p>Special Licences – 4 April 21 0 May 21 30 YTD</p> <p>Information source: MAGIQ data, Alcohol Master Sheet</p> <p>K:\resource\Liquor\Alcohol Master Sheet.xls</p>
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			<p><i>DM NEW</i> 5 April 21 5 May 21 58 YTD</p> <p><i>DM RENEWAL</i> 4 April 21 7 May 86 YTD</p> <p>Information source: MAGIQ data, Alcohol Master Sheet K:\resource\Liquor\Alcohol Master Sheet.xls</p>
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%	31.9% YTD	<p>Information source : Compliance inspection records</p> <p>K:\resource\Liquor\Compliance Visits 20_21</p> <p>April – 9 Compliance visits (3 md, 3 low, 3 Very Low)</p>

PUBLIC PROTECTION KEY PERFORMANCE INDICATORS	TARGET 20/21	YTD RESULT	COMMENT SOURCE, AND ACTIONS TAKEN TO ACHIEVE TARGET
			May – 4 Compliance visits May (2 Off Medium, 1 On Medium, 1 On low) 38/119 total compliance YTD
Average working days to process an application from acceptance by SWDC	25WD	20WD	Information source: Alcohol Master Sheet K:\resource\Liquor\Alcohol Master Sheet.xls

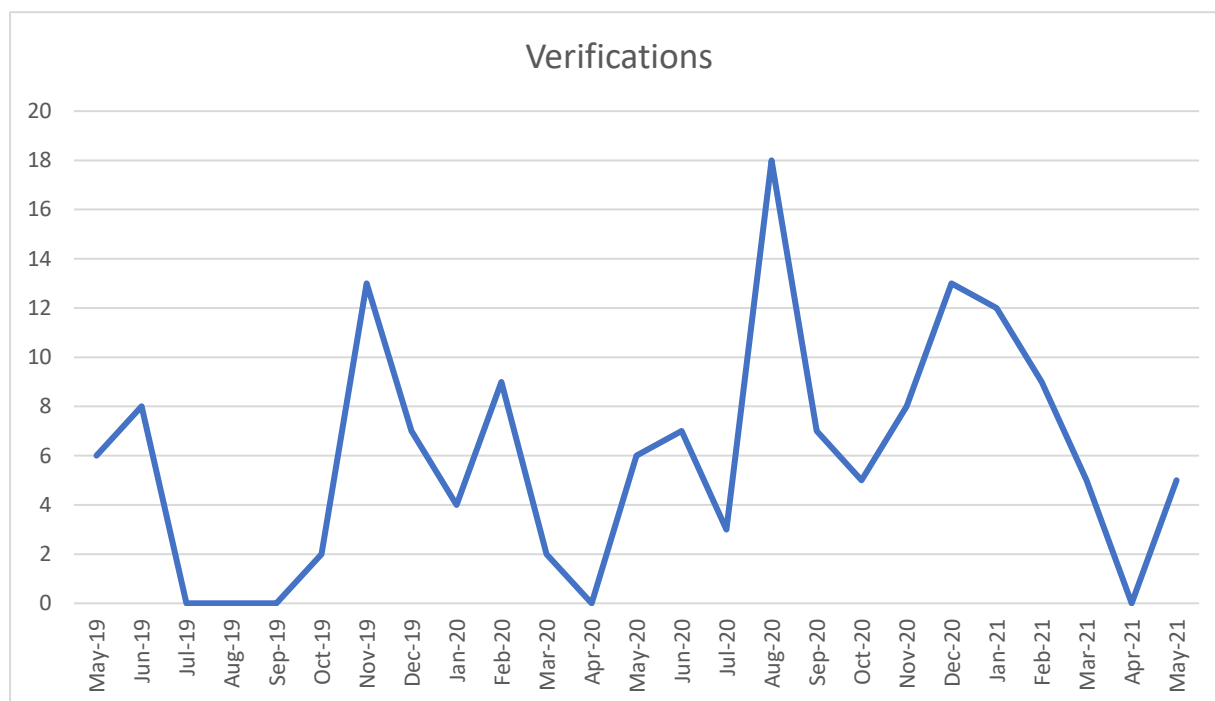
ALCOHOL LICENCE APPLICATIONS PROCESSED	YTD 1 JULY 20 TO 31 MAY 21	PREVIOUS YTD 1 JULY 19 TO 31 MAY 20	PERIOD 1 APRIL 21 TO 31 MAY 21	PREVIOUS PERIOD 1 APRIL 20 TO 31 MAY 20
On Licence	34	25	6	3
Off Licence	22	30	1	4
Club Licence	5	6	1	0
Manager's Certificate	126	127	21	5
Special Licence	30	43	4	0
Temporary Authority	3	2	0	1
Total	220	233	33	13



2.11 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%	<p>FHR – 0 FCP (Food Act) –95 NP – 65</p> <p>Total number of premises is subject to change month by month as new businesses open and existing premises close.</p> <p>8 businesses have surrendered registration TYD</p> <p>2 risk based measure changes</p>
Premises are inspected in accord with regulatory requirements.	100%	85.1%	<p>FCP verifications – 85/95</p> <p>*Total number of premises is subject to change month by month as new businesses open and existing premises close.</p> <p>0 verifications were undertaken in April 21</p> <p>5 verifications were undertaken in May 21</p> <p>We were able to finalise (close out) 9 premises in April 2021</p> <p>We were able to finalise 3 premises in May 2021</p>



Contact Officer: Russell O'Leary, Group Manager – Planning & Environment

PLANNING AND REGULATORY COMMITTEE

7 JULY 2021

AGENDA ITEM C2

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 7 July 2021

Contact Officer: Suzanne Clark, Committee Advisor

Reviewed By: Russell O'Leary, Group Manager Planning and Regulatory

Appendix 1 – Action Items to 7 July 2021

Number	Meeting	Raised Date	Responsible Manager	Action or Task details	Open	Notes
300	P&R	1-Jul-20	Russell	PLANNING AND REGULATORY RESOLVED (P&R2020/09): 1. To receive the Proposed Combined Dog Pound Facility Report. (Moved Cr Hay/Seconded Cr Plimmer) Carried 2. To receive the Armstrong Dixon Limited April 2020 Report. (Moved Cr Fox/Seconded Cr Hay) Carried 3. That officers should continue negotiations with Masterton District Council to receive a quote for services, and to continue working with Carterton District Council for a combined facility and to present back to the Planning and Regulatory Committee the detailed alternatives. (Moved Cr Vickery/Seconded Mayor Beijen) Carried	Open	14/9/20: Direction from P&R on 12 August was 'to produce a framework for a swift resolution with Carterton District Council'. 5/12/20: Continual discussions with Carterton and that we are scoping a tender document to go to market in the new year with a design and build concept. This is limited to the build of the structure only. 5/5/21: Update report provided to P&R 12 May 21. Officers will work with the Committee to bring a resolution to the dog pound situation at the earliest opportunity.
147	P&R	12-May-21	Karen	Investigate why the emissions inventory statistics for parks and reserves is showing an increase	Actioned	1/7/21: Reported to meeting 7 July 21
148	P&R	12-May-21	Russell	Provide graphical trend analysis for a greater period than 6 months (two years suggested)	Actioned	1/7/21: Complete for meeting 7 July 21

PLANNING AND REGULATORY COMMITTEE

7 JULY 2021

AGENDA ITEM C3

POLICY AND GOVERNANCE REPORT

Purpose of Report

To update the Committee on policy developments and respond to a question regarding the 2020 Greenhouse Gas Inventory Report.

Recommendations

Officers recommend that the Committee:

1. *Receive the Policy and Governance Report.*
2. *Note that the review of Council's Liquor Bylaws is underway and that officers will report to the 28 July 2021 Council meeting for approval to consult on a replacement bylaw.*
3. *Note that officers are commencing a review of Council's Smokefree Environments Policy.*
4. *Receive the information provided on the 2020 Greenhouse Gas Inventory Report relating to Parks and Reserves.*

1. Liquor Bylaws Review

Officers advised the Committee at the 17 March 2021 meeting that a review of Council's Liquor Bylaws (Featherston Liquor Control Bylaw 2010 and the South Wairarapa Liquor Control Bylaw 2011) was about to commence.

Officers have since carried out analysis and pre-consultation engagement with the Committee, Community Boards and Māori Standing Committee, Police, Public Health, Community Patrol and district business associations.

Officers consider that a replacement alcohol control bylaw is appropriate and will prepare a full report and consultation material for approval by Council at the 28 July meeting.

2. Smokefree Environments Policy

Council's Smokefree Environments Policy aims "to protect the community and, in particular, all persons working in or around Council owned or controlled buildings and facilities from the harmful effects of tobacco smoke on their health". The Policy was last reviewed on 3 June 2015 and was due to be reviewed next in June 2019. The Smoke-Free Environments Act was amended on 20 November 2020 to the Smokefree

Environments and Regulated Products Act 1990 to control vaping in workplaces, among other things. Council has updated its internal staff policy to reflect these changes and the Smokefree Environments Policy should now be updated.

Officers propose to work with Masterton and Carterton District Councils to develop a joint policy that would apply across the Wairarapa. This would enable a consistent approach to be taken across the region leading to increased public understanding and compliance. The policy would be developed through the Wairarapa Policies Working Group.

Officers are commencing preliminary analysis and engagement with key stakeholders and will report to the next Committee meeting with further information.

3. Greenhouse Gas Emissions for Parks and Reserves

The Committee approved the revised version of the Ruamāhanga Strategy and Implementation Plan and received the 2020 Greenhouse Gas Inventory Report at its meeting on 12 May 2021. The Committee asked why the greenhouse gas emissions from the business unit “Parks and Reserves” had increased by 24.7% between 2018 and 2020. The following information has been provided by Council’s Climate Change Advisor:

- What is included in the emissions for “Parks and Reserves”?
 - Car (petrol car)
 - Power consumption for the different parks and reserves in the districts
 - Power consumption for the public toilets
 - Power consumption for the three swimming pools
- Changes for the fuel consumption:
 - Fuel consumption increased by 36.7% between 2018 and 2020 (91 litres / month in 2018, 118 litres / month in 2019 and 124 litres / month in 2020).
 - Seasonal change as growing conditions have lengthened with the warmer climate.
 - Increase in cemetery land, rental property, and small green space areas.
 - Increased SWDC overview to ensure standards are being maintained to contract level.
- Power consumption for the parks and reserves and public toilets:
 - Power consumption decreased by 4.4% between 2018 and 2020 (1,064 kWh / month in 2018, 1,454 kWh / month in 2019 and 1,016 kWh / month in 2020).
 - Why? No clear trend. Most probably due to normal changes over time.
- Power consumption for the three swimming pools:
 - Power consumption increased by 16.5% between 2018 and 2020 (20,768 kWh / month in 2018, 18,968 kWh / month in 2019 and 24,188 kWh / month in 2020).

- Why? This change could be explained by the increased hours since 2019. Solar panel heating has been installed at Featherston Pool.

NOTE: From 2021, the swimming pools will be included in the business unit "Community Services".

4. Financial Considerations

There are no specific financial considerations relating to the review of the Liquor Bylaws and the Smokefree Environments Policy outside of operational budgets. There will be advertising and printing costs associated with consultation on a proposed replacement bylaw and policy.

Contact Officer: Karen Yates, Policy and Governance Manager
Reviewed by: Harry Wilson, Chief Executive