



**SOUTH WAIRARAPA
DISTRICT COUNCIL**
Kia Reretahi Tātau

PLANNING AND REGULATORY COMMITTEE

Agenda 9 March 2022

NOTICE OF MEETING

Under the COVID-19 RED traffic light setting, this meeting will be held via video conference and will commence at 10.00am. All members participating via video 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 2 February 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 4-27

C2. Action Items Report

Pages 28-31

PLANNING AND REGULATORY COMMITTEE
Minutes from 2 February 2022

Present:	Councillors Pam Colenso (Chair), Brenda West, Leigh Hay, Colin Olds, Rebecca Fox and Mayor Alex Beijen.
In Attendance:	Russell O’Leary (Group Manager Planning and Environment), Harry Wilson (Chief Executive Officer), Amanda Bradley (General Manager Policy and Planning), Rick Mead (Environmental Services Manager), Stefan Corbett (Group Manager Partnerships and Operations), Siv Fjaerestad (Community Development Co-ordinator), and Suzanne Clark (Committee Advisor).
Conduct of Business:	<p>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.</p> <p>The meeting was held in public under the above provisions from 10:00am to 11:30am except where expressly noted.</p>

Open Section

- A1. Apologies**
There were no apologies.
- A2. Conflicts of Interest**
There were no conflicts of interest declared.
- A3. Public Participation**
There was no public participation.
- A4. Actions from Public Participation**
There were no actions from public participation.
- A5. Extraordinary Business**
There was no extraordinary business.

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

Secretary note:
Declarations
by Cr West
and Cr
Colenso were
not given (or
needed) at the
meeting of the
3 November
2021

A6. Minutes for Confirmation

PLANNING AND REGULATORY COMMITTEE RESOLVED (P&R2022/01) that the minutes of the Planning and Regulatory Committee meeting held on 3 November 2022 are a true and correct record subject to a correction to the conflicts of interest section of the minutes if required.

(Moved Mayor Beijen/Seconded Cr Hay)

Carried

B. Decision Reports

B1. Proposed Joint Review Approach for Wairarapa Rangitahi Strategy

Mr Corbett noted that Carterton and Masterton District Council's had endorsed the approach to review the Strategy and with support from Ms Fjaerestad answered questions on the makeup of the Wairarapa Policy Working Group, financial requirements to proceed with work, engagement, and linking in with education and promotion of civic governance.

PLANNING AND REGULATORY RESOLVED (P&R2022/02):

1. To receive the report for the Proposed Joint Review Approach for Wairarapa Rangatahi Strategy.
(Moved Cr Fox/Seconded Cr West) Carried
2. Notes that the Wairarapa Rangatahi Development Strategy 2016-2021 for Masterton and Carterton districts is up for review.
3. Notes that the three Wairarapa district councils proposes to work together to undertake the review and develop a revised Wairarapa Youth/Rangatahi Strategy that includes the South Wairarapa district.

4. Recommends to Council to approve the proposed review approach for the Wairarapa Youth/Rangatahi Strategy.
5. Recommends to Council that costs will be shared between the three Wairarapa district councils as per the Wairarapa Shared Services Funding Policy (joint policy funding activity type).
6. Recommends to Council to delegate responsibility to the Wairarapa Policy Working Group to support the review and make recommendations back to the three Wairarapa district councils on a revised Wairarapa Youth/Rangatahi Strategy.

(Moved Cr Olds/Seconded Cr Fox)

Carried

C. Information Reports

C1. Planning and Environment Group Report

Mr O'Leary, Mr Mead and Mr Wilson answered members' questions on progressing the dog pound, staff capacity, infringement notices issued, fly tipping infringements, lifting of the development contribution rate, evasion of development contribution fees, working with commercial premises regarding trade

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waste education and compliance and signage restriction provisions for inclusion within the District Plan amendment.

Mr O’Leary undertook to review how the graphical information in the Planning and Environment Group Report was presented.

PLANNING AND REGULATORY RESOLVED (P&R2022/03):

1. To receive the Planning and Environment Group Report.
(Moved Mayor Beijen/Seconded Cr Hay) Carried
2. Action 6: Review how the Planning and Environment Report numerical and trend analysis information is reported; R O’Leary

C2. Climate Change Report

Ms Bradley introduced herself to members and undertook to forward queries arising from the report to Ms Barthe. Members queried the appetite for native forestry plantations, as opposed to exotic forestry, and whether promotion of Wairarapa wetland rehabilitation and construction was taking place.

Members discussed the Climate Change Commission visit and viewing of the South Wairarapa water race network.

PLANNING AND REGULATORY RESOLVED (P&R2022/04):

1. To receive the Climate Change Report.
(Moved Cr Hay/Seconded Cr West) Carried

C3. Action Items Report

PLANNING AND REGULATORY RESOLVED (P&R2022/05):

1. To receive the Planning and Regulatory Action Items Report.
(Moved Cr Colenso/Seconded Cr Hay) Carried

Confirmed as a true and correct record

.....(Chair)

.....(Date)

DISCLAIMER

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PLANNING AND REGULATORY COMMITTEE

9 MARCH 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:

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

1. Planning and Environment Group Summary

1.1 Planning Services

The team has a regular flow of applications, numbers not as high as at some points, cases tending to be more complex, out of zone type jobs as developable land becomes scarce. Some applications recently may require public, limited notification, more than in past years. Significant pressure on subdivision certifications, lots of residential and rural lots being completed. The decision on the PJ Warren Underhill Quarry application has been made, with the proposal being granted subject to a range of relevant conditions and after several reports were carefully peer reviewed. Application obtained all written approvals of parties deemed affected by reports, therefore public notification was not necessary or appropriate.

1.2 Building Services

Timely processing continues amid busy consenting work. The building team are seeing an increase in the number of jobs submitted and inspections requested. For the first 2 months of this year, we have seen 60 new applications compared with 52 for same period 2021, the inspectors have carried out 757 inspections compared to 468 for January-February last year. 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 in line with points.

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, and a range of various bylaws work. The dog control officers will continue to look at innovative ways to clearly remind dog owners that dogs should be on leads. Bylaws crew have been liaising and

checking that hedges are maintained for practical footpath clearances. Noise issues have been received and investigated including regards the daily use of gas cannons at winery sites.

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, investment, and to produce new spatial strategies.

1.5 South Wairarapa Spatial Plan

Following related revision and updating the SW Spatial Plan document was sent to all submitters on 7 December and released to SWDC website on 8th December 2021. Future related supportive work involves investigation study, a masterplan for Featherston, and masterplan type work for Martinborough. The Featherston Masterplan project has commenced with consultant Ree Anderson and Richard Knott along with staff having started stakeholder/agency engagement work.

Masterplan work will cover 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 masterplan at the end of the year. Please see Appendix 1 - Development of Featherston Masterplan as presented to FCB.

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. Past topics discussed included the Strategic Direction chapter, Industrial zone, Town Centre zone, Signs chapter, and a stakeholder engagement update. Refinement of proposed draft chapters is taking place with officer advice meetings, rural subdivision provisions being assessed. 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.

1.7 Proposed Council Dog Pound

Officers have checked regards use of shipping containers as the new pound structure. The suppliers have provided an indicative list of requirements the design can meet. Securing of supplier quotes is difficult given the delay of materials supply, workforce, and steel pricing. Seeking additional suppliers to complete indicative costs of whole facility. Johnston Street (site of our current facility); findings clarified that this land is no longer an option due to the green waste operator finally confirming need of whole portion of site for green waste storage.

Further investigation occurring for costing a viable local modern compliant pound solution. Officers are checking/reviewing potential locations for siting of the future pound in the district, Featherston golf course is a potential site.

1.8 Resource Consent Application- Aggregate Storage, Crushing - Underhill Rd, Featherston

The current application has involved associated technical reports. The acoustic assessment provided by applicant was independently peer reviewed. Awaited further information from applicant on related acoustic matters. Report by independent consultant has been reviewed.

The decision on the PJ Warren Underhill Quarry application has been made, with the proposal being granted subject to a range of relevant conditions and after several reports were carefully peer reviewed. Application obtained all written approvals of parties deemed affected by reports, therefore public notification was not necessary or appropriate.

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 01/07/2021-30/06/2022)

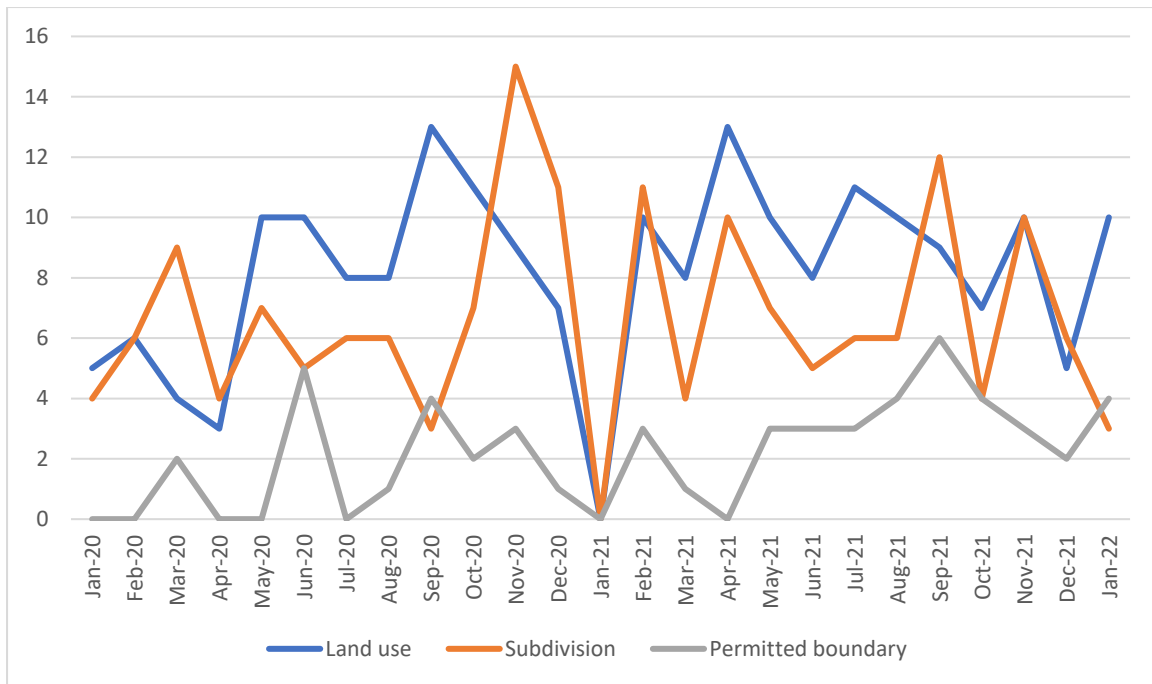
SERVICE LEVEL – All resource consents will be processed efficiently.

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 128/128
		100%	55/55 Land Use applications were completed within statutory timeframes. NCS
		100%	48/48 Subdivision applications were completed within statutory timeframes. NCS
		100%	25/25 permitted boundary/marginal activity applications were completed within statutory timeframes. NCS
s.223 certificates issued within 10 working days	100%	100%	41/41 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%	27/27 s224 certificates were certified. NCS.

2.1.2. Reserves Act – Management Plans

SERVICE LEVEL – Council has a reserve management plan programme.

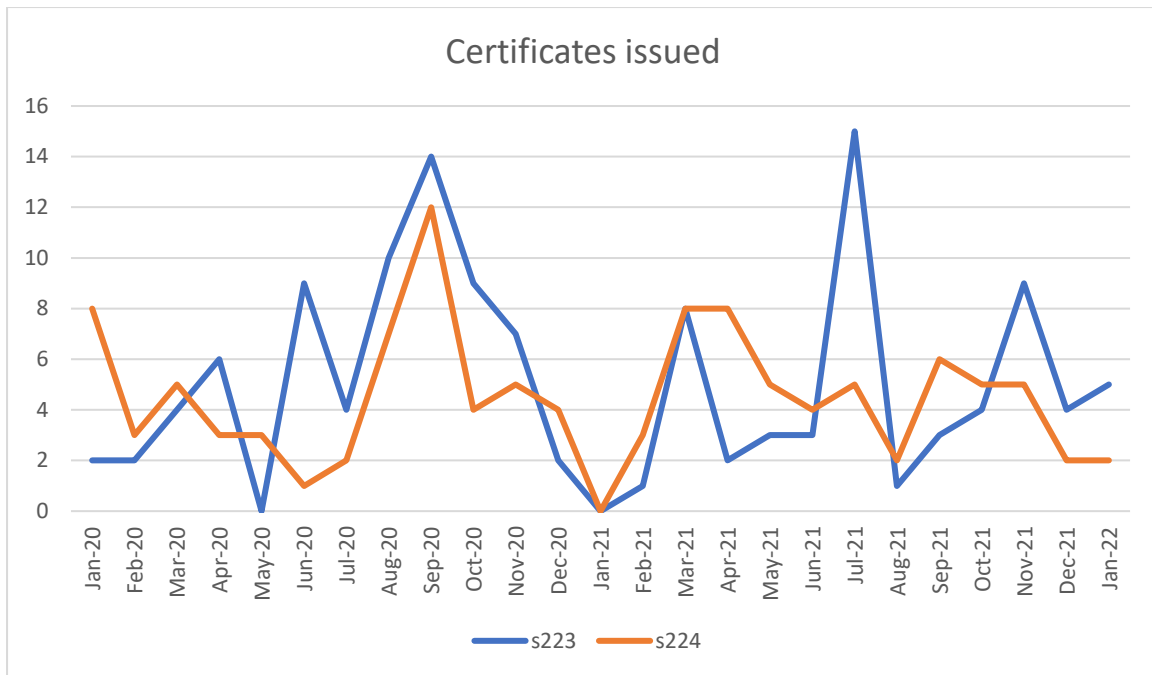
RESOURCE MANAGEMENT KEY PERFORMANCE INDICATORS	TARGET	YTD RESULT	COMMENT SOURCE, AND ACTIONS TAKEN TO ACHIEVE TARGET
Council maintains, and updates reserve management plans as required.	Yes	Yes	RMP's are generally current and appropriate. It is therefore not anticipated that any updates will be undertaken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

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											

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											



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											

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											

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%	98.29%	115/117 standard LIMs were completed
Urgent LIMs are processed within 5 days	100%	100%	36/36 urgent LIMs were completed

	YTD 1 ST JULY 2021 TO 31 ST JAN 2022	PREVIOUS YTD 1 ST JULY 2020 TO 31 ST JAN 2021	PERIOD 1 ST JAN 2022 TO 31 ST JAN 2022	PREVIOUS PERIOD 1 ST JAN 2021 TO 31 ST JAN 2021
Standard LIMs (Processed within 10 working days)	118	140	17	11
Urgent LIMs (Processed within 5 working)	37	60	1	3
Totals	155	200	18	14

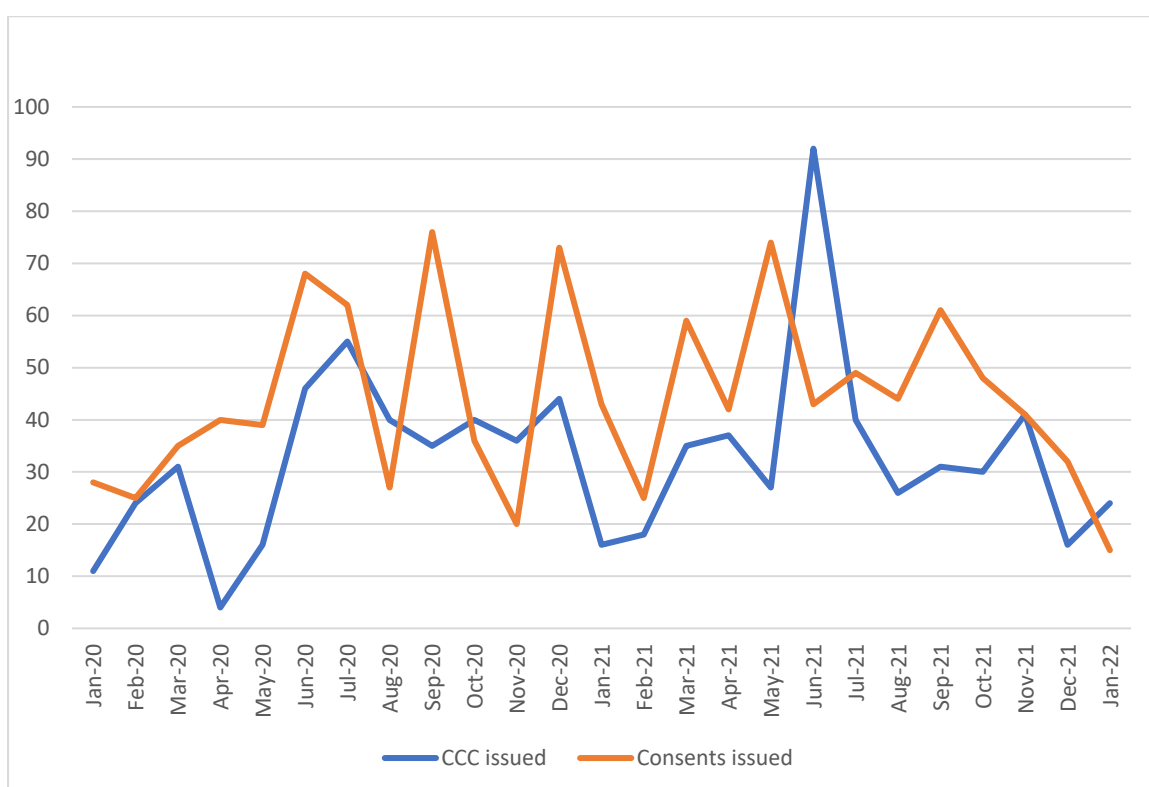
2.2 Building Act - Consents and Enforcement

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%	95.19%	NCS – 198 of 208 CCC's were issued within 20WD YTD
Building consent applications are processed within 20 working days	100%	97.9%	NCS –286 consents were issued within 20WD YTD 6 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 Jan 2022 -331inspections BWO's – 0 Total 205 average of 4 audits per month required, Swimming Pools – Total 408 – average of 12 audits per month required. Jan 2022 – 1 audits
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 JAN 2022 TO 31 JAN 2022	NUMBER	VALUE
Commercial (shops, restaurants, rest home – convalescence, restaurant /bar / cafeteria / tavern, motel, commercial building demolition - other commercial buildings)	0	\$0
Industrial (covered farm yards, building demolition, warehouse and/or storage, factory, processing plant, bottling plant, winery)	1	\$306,000
Residential (new dwellings, extensions and alterations, demolition of building, swimming and spa pools, sleep-outs, garages, relocations, heaters, solid fuel heaters).	12	\$4,862,333
Other (public facilities - schools, toilets, halls, swimming pools)	3	\$38,500
Totals	16	\$5,206,833



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											

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											

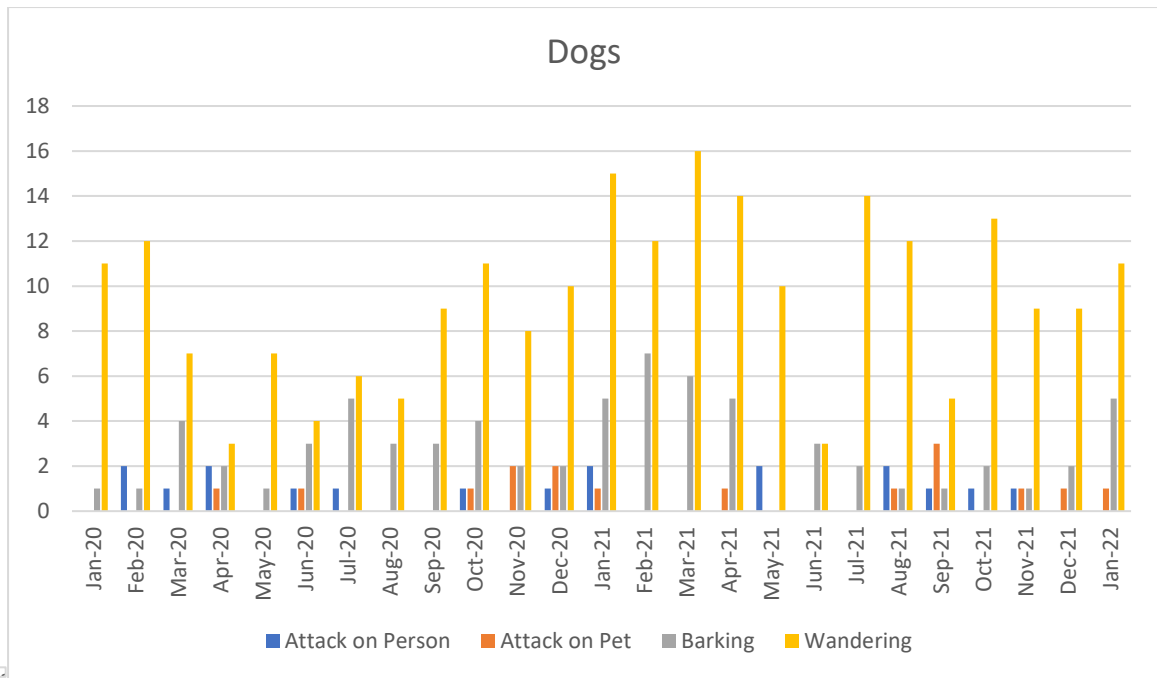
2.3 Environmental Health and Public Protection

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	0	Due to Covid 19 level restrictions this activity is not being able to be undertaken
Complaints about roaming and nuisance dogs are responded to within 1 hours	100%	100%	K:\resource\Bylaw Officers\Registers\AC Service Requests.xls 142/142
Complaints about dog attacks on persons, animals or stock are responded to within 1 hour	100%	100%	15/15

INCIDENTS REPORTED FOR PERIOD 1 ST JAN 2022 – 31 ST JAN 2022	FEATHERSTON	GREYTOWN	MARTINBOROUGH
Attack on Pets	1	-	-
Attack on Person	-	-	-
Attack on Stock	-	-	-
Barking	1	4	-
Lost Dogs			-
Found Dogs	1	-	-
Rushing Aggressive	2	-	1
Wandering	2	5	4
Welfare	1	-	-
Fouling	-	-	-
Uncontrolled (walked off leash urban)	-	-	-



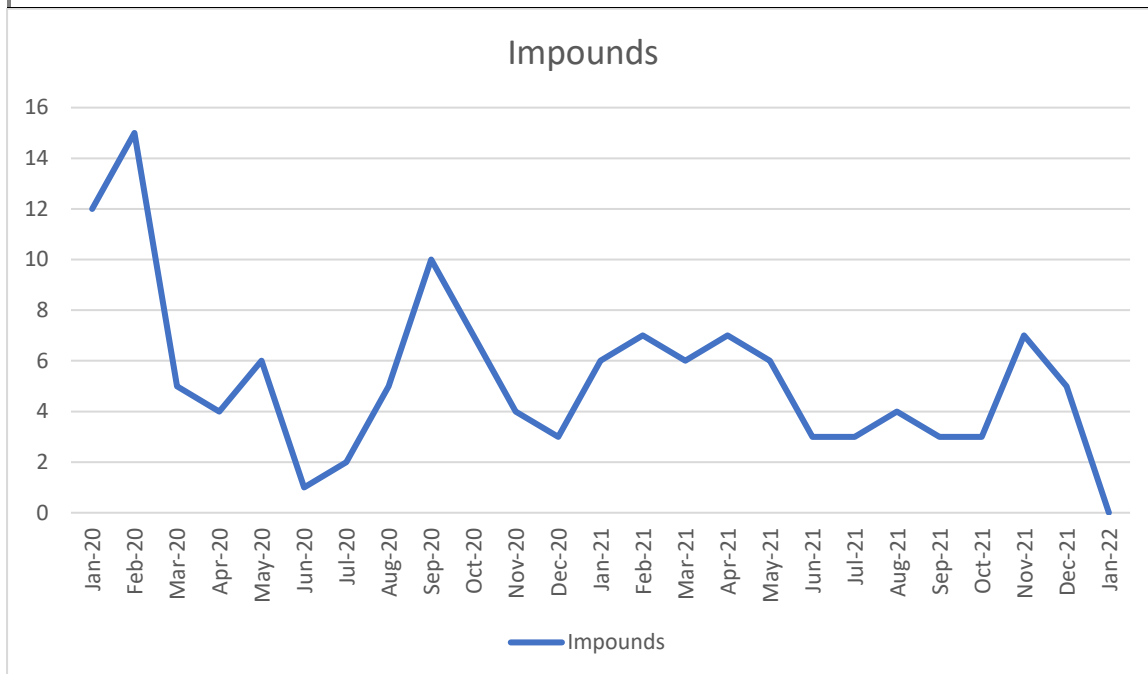
Attack on Person	Jan	Feb	Mar	Apr	May	Jun	July	Aug	Sep	Oct	Nov	Dec
2020	0	2	1	2	0	1	1	0	0	1	0	1
2021	2	0	0	0	2	0	0	2	1	1	1	0
2022	0											

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											

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											

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											

DOG IMPOUNDS FOR PERIOD 1 ST JAN 2022 – 31 ST JAN 2022	JANUARY 2022		
Impounds	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											

2.4 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 2/2
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 2/2

INCIDENTS REPORTED	TOTAL FOR YTD PERIOD 1 JULY 2021 TO 31 JAN 22
Stock	25

2.4.1. Bylaws

Between 1 Jan 2022 and 31 Jan 2022 there were:

Trees & Hedges

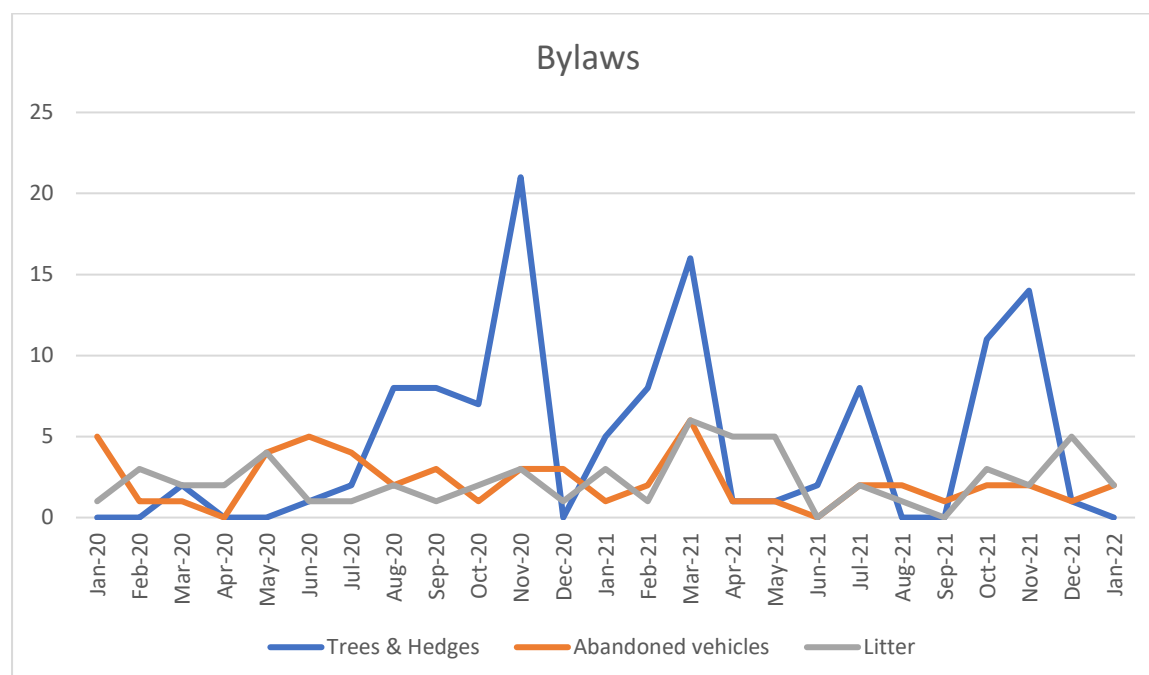
- There were 0 first notices sent by Council requesting the owner/occupier to remove the obstruction from the public space. Following this there are 0 second follow up letters being sent within this period

Litter

- 2 litter (fly tipping) incidents have been recorded. From these, no identification was retrieved from the litter Council officer disposed. 0 request for information notice has been sent to the identifiable people associated with the incident.

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 or NZTA this had been recorded previously and was located next to a river down a steep bank and required specialized equipment to remove.



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											

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											

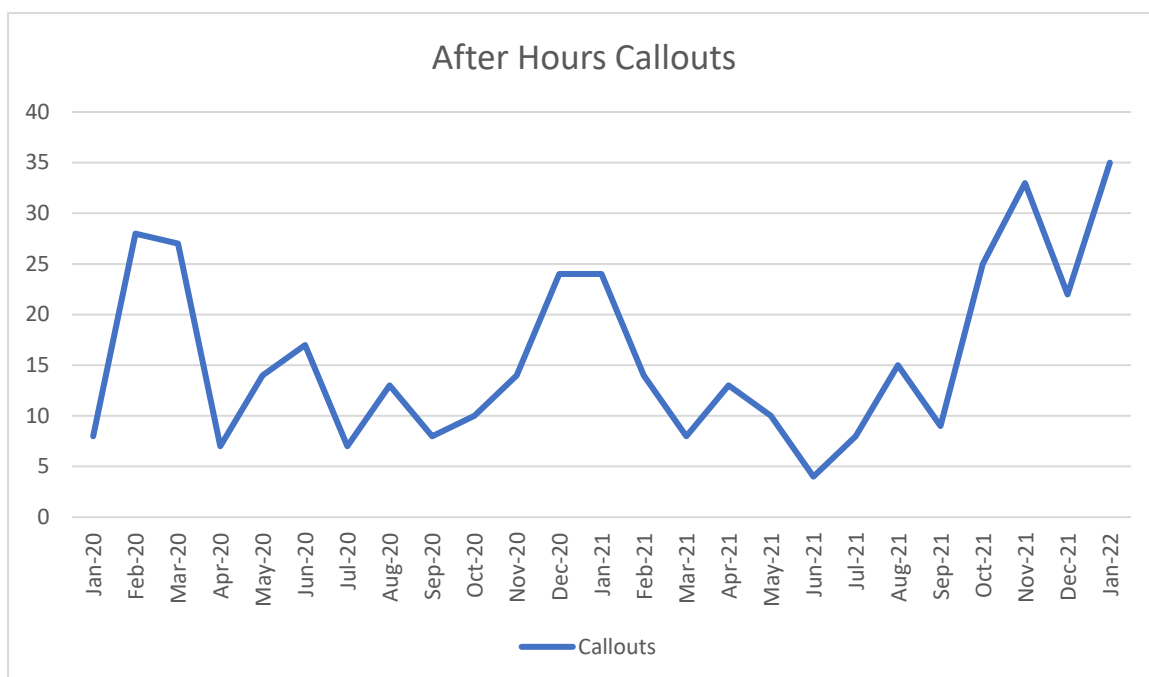
Litter	Jan	Feb	Mar	Apr	May	June	Jul	Aug	Sep	Oct	Nov	Dec
2020	1	3	2	2	4	1	1	2	1	2	3	1
2021	3	1	6	5	5	0	2	1	0	3	2	5
2022	2											

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%	97.28%	K:\resource\Health\Resource Management\Noise Control Complaints 143/147 attended within timeframe YTD 35 callouts Jan 22 32/35 responded to within 1.5 hours

AFTER HOURS NOISE CONTROL COMPLAINTS RECEIVED	YTD 1 JULY 21 TO 31 JAN22	PREVIOUS YTD 1 JULY 20 TO 31 JAN 21	PERIOD 1 JAN 2022 TO 31 ST JAN 2022	PREVIOUS PERIOD 1 JAN 2021 TO 31 ST JAN 2021
Total	147	100	35	24



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											

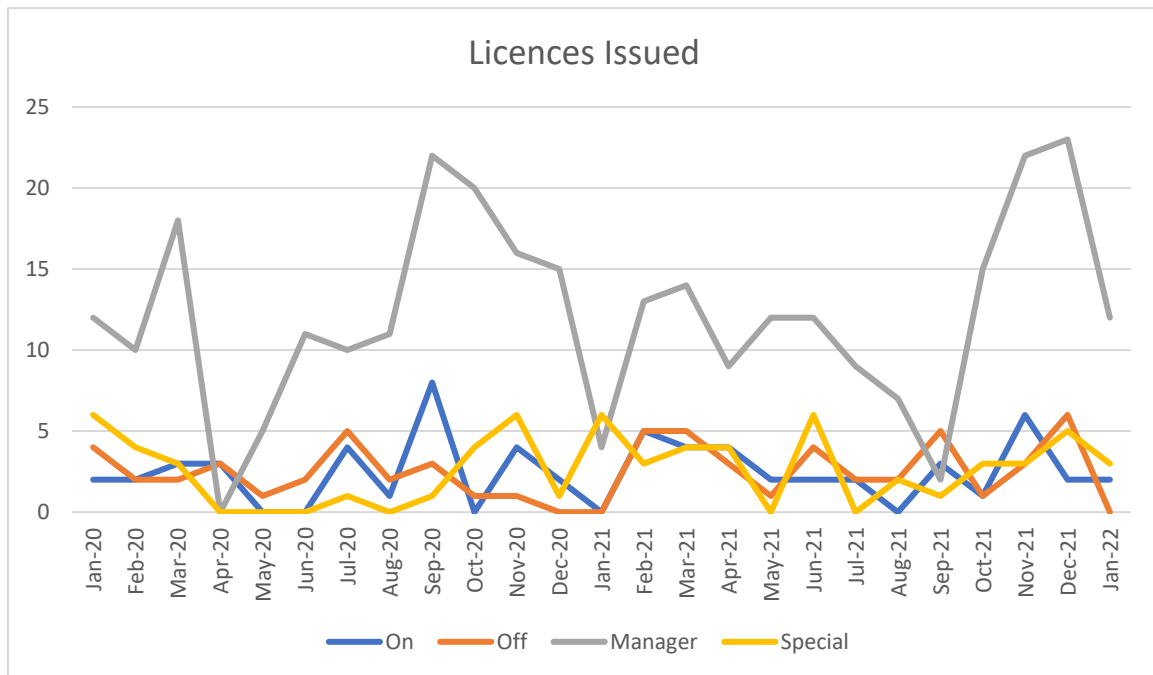
2.5 Sale and Supply of Alcohol Act - Licensing

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	<p><i>On NEW</i> Jan 22 0 4 YTD</p> <p><i>On RENEWAL</i> Jan 22 2 12 YTD</p> <p><i>Off NEW</i> Jan 22 0 6 YTD</p> <p><i>Off RENEWAL</i> Jan 22 0 11 YTD</p> <p>Club Jan 22 1 2 YTD</p> <p>Temp Jan 22 2 6 YTD</p> <p>Information source: Inspector records, MAGIQ data, Alcohol Spreadsheet K:\resource\Liquor\Alcohol Master Sheet.xls</p>

PUBLIC PROTECTION KEY PERFORMANCE INDICATORS	TARGET 21/22	YTD RESULT	COMMENT SOURCE, AND ACTIONS TAKEN TO ACHIEVE TARGET
Special Licences are issued			Special Licences – Jan 22 3 17 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> Jan 22 4 31 YTD <i>DM RENEWAL</i> Jan 22 8 59 YTD 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 Jan 22 - 5 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	20.61%	Information source: Alcohol Master Sheet K:\resource\Liquor\Alcohol Master Sheet.xls

ALCOHOL LICENCE APPLICATIONS PROCESSED	YTD 1 JULY 21 TO 31 JAN 22	PREVIOUS YTD 1 JULY 20 TO 31 JAN 21	PERIOD 1 JAN 22 TO 31 ST JAN 22	PREVIOUS PERIOD 1 JAN 21 TO 31 JAN 21
On Licence	16	19	2	0
Off Licence	17	12	0	0
Club Licence	2	2	1	0
Manager's Certificate	90	98	12	4
Special Licence	17	19	3	6
Temporary Authority	6	3	2	0
Total	148	153	20	10



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											

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											

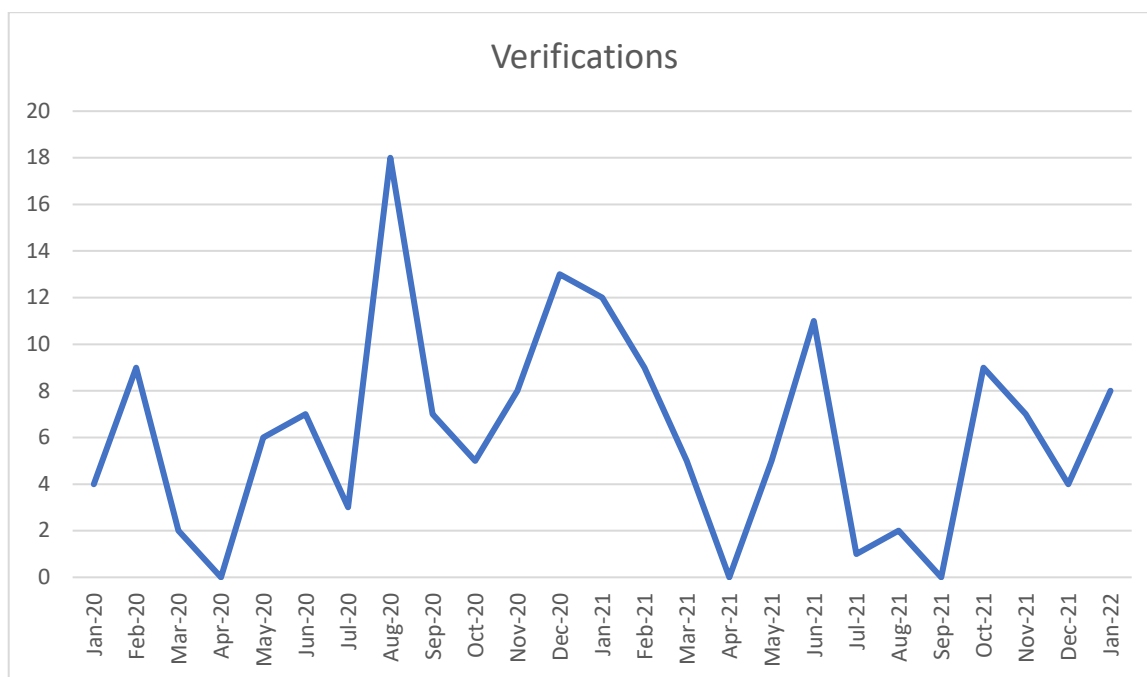
Manager	Jan	Feb	Mar	Apr	May	June	Jul	Aug	Sep	Oct	Nov	Dec
2020	12	10	18	0	5	11	10	11	22	20	16	15
2021	4	13	14	9	12	12	9	7	2	15	22	23
2022	12											

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											

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%	35.2%	FCP verifications – 31/88 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											

3. Appendices

Appendix 1 – Development of the Paetūmokai, Featherston Masterplan as presented to Featherston Community Board

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

**Appendix 1 - Development of the Paetūmokai,
Featherston Masterplan as presented to
Featherston Community Board**

FEATHERSTON COMMUNITY BOARD

22 FEBRUARY 2022

AGENDA ITEM 9.4

DEVELOPMENT OF THE PAETŪMŌKAI, FEATHERSTON MASTERPLAN

Purpose of Report

To engage the Featherston Community Board in the development of the Paetūmōkai, Featherston Masterplan.

Recommendations

Officers recommend that the Featherston Community Board:

1. *Receive the Development of the Paetūmōkai, Featherston Masterplan Report.*
2. *Note that engagement with the Featherston Community Board will include facilitated elected representatives workshops on early drafts, ongoing formal reports to the Board to keep the Board updated, participation in public meetings, and the opportunity to provide written feedback.*
3. *Identify any matters that are considered by the Board to be important to be covered in the masterplan.*
4. *Note that a public meeting/workshop to be facilitated by Ree Anderson, Consultant has been planned for the evening of Wednesday 30 March in the Anzac Hall, 62 Bell Street to allow for early input from the community in the development of the masterplan. Covid protocols such as social distancing will be observed.*

1. Executive Summary

In 2021, the Council adopted the South Wairarapa Spatial Plan-Step 1 Residential Growth Areas. See link: <https://swdc.govt.nz/wp-content/uploads/1.-South-Wairarapa-Spatial-Plan.pdf>

The District-wide Spatial Plan identified Featherston as a Growth Node, with masterplanning for the growth node being prioritised in the Council's 2021-31 Long Term Plan (LTP). To enable the masterplan to be developed in 2022, a Registration of Interest (ROI) process was initiated in late October 2021 and through this process consultants, Ree Anderson Ltd and Richard Knott Ltd have been appointed by the

Council to assist it with the development of the Paetūmōkai, Featherston Masterplan. Ree and Richard will be working alongside Council staff and with the Community Board, iwi, the wider community and stakeholders to develop the masterplan.

Work on the masterplan commenced in January 2022. To date, site visits of Paetūmōkai, Featherston have been undertaken, background evidence has been sourced that will help to underpin the masterplan. A meeting has been held with the Chair of the Council's Maori Standing Committee to seek advice on the appropriate way to engage with mana whenua and matawaka. An initial conversation has been held with the Chair Wairarapa Economic Development Strategy Governance Group. Meetings in February 2022 have also been arranged with staff from the relevant central and local government agencies including the Greater Wellington Regional Council, Waka Kotahi and Kainga Ora. Meetings with staff from the neighbouring councils are also being arranged.

Council staff and the consultants are keen to engage early with the Featherston Community Board and receive their input and advice on engagement with the community and hear their views on what are important matters to be included in the Masterplan. Hence this report to the Community Board. It is noted that following liaison with Community Board Chair an evening public meeting/workshop is planned for Wednesday March 30th in Featherston to enable the wider community early input into the plan. Also, a Foundation Discussion Document will be drafted to allow for informal consultation and feedback on masterplan options. It is anticipated that this document will be completed by the end of April 2022.

2. Background

On 8 December 2021, after community, iwi and stakeholder engagement, the Council finalised and adopted the South Wairarapa Spatial Plan-Step 1 Residential Growth Areas.¹ This Plan sets the long term direction for the district - protecting what is valued by the community while also enabling change, growth and new opportunities. The District's Spatial Plan took account of national and regional directions including being guided by the National Policy Statement - Urban Development 2020 (NPS-UD), the Greater Wellington Regional Growth Framework (GWRF) and Regional Policy Statement.

One outcome of the South Wairarapa Spatial Plan is the identification of Paetūmōkai, Featherston as a Future Growth Node - referred to as an Urban Renewal Area in the Greater Regional Growth Framework.

Through the Council's district spatial plan process Paetūmōkai, Featherston has been prioritised as the first town in South Wairarapa to be masterplanned.

Masterplanning includes developing a plan for Paetūmōkai, Featherston that integrates transport, housing, recreation reserves, infrastructure, community facilities, land use patterns, iwi and community aspirations. It will build on existing work such as the work of Pae Tū Mōkai o Tauira, Fab Feathy, the Wairarapa Economic

¹ See: <https://swdc.govt.nz/wp-content/uploads/1.-South-Wairarapa-Spatial-Plan.pdf>

Development Strategy and will include iwi and community input as well as the involvement of central and regional government agencies and neighbouring councils. On 27 October 2021, the Council called for Registrations of Interest (ROI) from suitably qualified persons to develop a masterplan for Paetūmōkai, Featherston. In December 2021, following the ROI process, Ree Anderson Consulting Ltd and Richard Knott Ltd who submitted a joint proposal to develop the masterplan for Paetūmōkai, Featherston were awarded the contract for masterplanning services.

Ree and Richard have complementary specialist skills that cover spatial and masterplanning, urban design, heritage, facilitation, housing, community and iwi engagement. They will be attending and introduced at the Community Board's meeting.

3. Discussion

3.1 Community consultation

In addition to undertaking one-on-one stakeholder engagement including with community organisations such as Fab Feathy, engagement will include holding a public meeting/workshop in late March to hear from the wider community about their views for the future of Paetūmōkai, Featherston. This will then help shape the Foundation Discussion Document. An high level overview of the programme to complete the Paetūmōkai, Featherston Masterplan by 30 November 2022 is shown in Table 1 below.

Table 1:

The Paetūmōkai, Featherston High -level Masterplan Programme											
Activity	Jan 22	Feb 2022	March 22	30 April 22	May 22	June 22	July 22	Aug 22	Sept 22	Oct 22	30 Nov 22
Site visits, Evidence Engagement	Evidential base	Com Bd Iwi Stakeholder Engagement	Public meeting: Report to Maori SC	Public Release Foundation Document	Informal Feedback						
Featherston Masterplan Options Analysis			Development of options; testing feasibility			Draft Masterplan developed, Ctr Community Board Workshop		Draft MP Adoption			
Formal Consultation (Section 83 Local Government Act 2002)								Submissions on Draft MP /Hearings			
Submission Analysis -Formal reporting to Council										Council Deliberations	
Updated Masterplan Final Master Plan Adopted by Council											Final MP Adopt ed
Implementation with Partners and Community											
Annual Plan (2022/3)-Adjust as required (y 2)											Implementation Plan 2023+
Long Term Plan 2024-34											

3.2 Legal Implications

The development of the draft Masterplan will include both informal consultation and engagement. Once a draft had been developed and approved by Council for the purpose of formal consultation, it will be notified for formal consultation, submissions and hearings under section 83 (Special Consultative Procedure) of the Local Government Act 2002.

3.3 Financial Considerations

There are no financial implications for this work which has approved budget in the 2021-31 Long Term Plan (LTP).

4. Conclusion

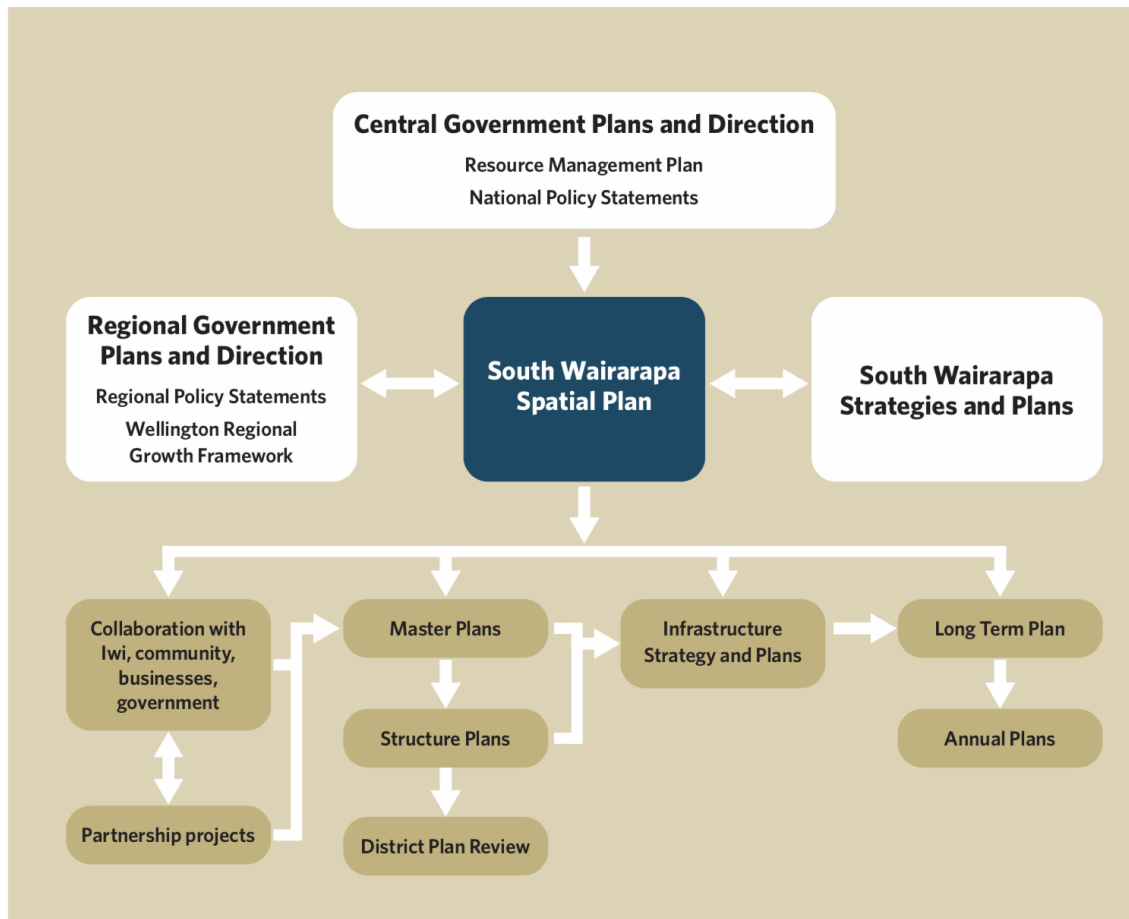
The Paetūmōkai, Featherston Masterplan is an opportunity to plan for the future of Featherston. Significant growth is occurring in Featherston. Evidence of this includes the number of building consents more than doubling from pre-2020 and all 3 primary school roles have shown increases in pupil enrolments over the last 2 years. This growth shows that Featherston is considered an attractive place to live; at the same time this growth brings new challenges such as the increase in house prices and rentals.

The Masterplan is an opportunity to be responsive to these challenges and opportunities.

5. Supporting Information

The following 2 Diagrams form the South Wairarapa Spatial Plan -Step 1 Residential Growth Areas shows the context within which the Featherston masterplan sits.





6. Appendices

Appendix 1 – Nil

Contact Officer: Kendyll Harper RM Planner, Russell O’Leary Group Manager

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

PLANNING AND REGULATORY COMMITTEE

9 MARCH 2022

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 9 March 2022

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

Reviewed By: Harry Wilson, Chief Executive

Appendix 1 – Action Items to 9 March 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.
1	2-Feb-22			PLANNING AND REGULATORY COMMITTEE RESOLVED (P&R2022/01) that the minutes of the Planning and Regulatory Committee meeting held on 3 November 2022 are a true and correct record subject to a correction to the conflicts of interest section of the minutes if required. (Moved Mayor Beijen/Seconded Cr Hay) Carried	Actioned	9 Feb 22: Declarations by Cr West and Cr Colenso were not given (or needed) at the meeting of the 3 November 2021
2	2-Feb-22	Stefan	Siv	PLANNING AND REGULATORY RESOLVED (P&R2022/02): 1. To receive the report for the Proposed Joint Review Approach for Wairarapa Rangatahi Strategy. (Moved Cr Fox/Seconded Cr West) Carried 2. Notes that the Wairarapa Rangatahi Development Strategy 2016-2021 for Masterton and Carterton districts is up for review. 3. Notes that the three Wairarapa district councils proposes to work together to undertake the review and develop a revised Wairarapa Youth/Rangatahi Strategy that includes the South Wairarapa district. 4. Recommends to Council to approve the proposed review approach for the Wairarapa Youth/Rangatahi Strategy. 5. Recommends to Council that costs will be shared between the three Wairarapa district councils as per the Wairarapa Shared Services Funding Policy (joint policy funding activity type). 6. Recommends to Council to delegate responsibility to the Wairarapa Policy Working Group to support the review and make recommendations back to the three Wairarapa district councils on a revised Wairarapa Youth/Rangatahi Strategy. (Moved Cr Olds/Seconded Cr Fox) Carried	Actioned	22/2/22: Approved by Council 23-Feb

Number	Raised Date	Responsible Manager	Assigned to	Action or Task details	Open	Notes
6	2-Feb-22	Russell		Review how the Planning and Environment numerical and trend analysis information is reported.	Actioned	