

Notice is hereby given that a meeting of the Regulatory and Planning Committee will be held in the Council Chambers, 29 Civic Avenue, Gore, on Tuesday 19 May 2015, following the Operations Committee meeting.



Stephen Parry
Chief Executive

13 May 2015

Agenda

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REGULATORY AND PLANNING COMMITTEE AGENDA

TUESDAY 19 MAY 2015

1. BUILDING CONTROL ACTIVITIES FOR APRIL 2015

(Report from Building Control Manager – 07.05.15)

BCA activity

BCA staff members have often been subjected to unrealistic requests from the general public, and also from professionals within the building and housing industries to somehow, miraculously turn their worst nightmare into a golden dream, and all at a moment's notice. This was the norm until recently when we began to insist these requests are not only directed to the correct person but also dealt with on a structured basis so both parties get the "best bang for their buck". This relates to the scheduling of meetings and having the necessary time and resources available to assess the request in its entirety beforehand.

This revised process is in its infancy but it does allow the staff to have some control and try to arrange their day to accommodate other important commitments we must also keep up with. However, the frequency and complexity of some of these enquiries appears to have increased and we are extremely conscious of our time available to assist customers.

Training days, leave, meetings, sickness, conferences, short weeks and long weekends have been the theme over the last while and although these opportunities are appreciated by everyone, it does have an effect on the efficiency of this operation. Continuity of consent application workflow is one area of focus over the next month or two, with a view to try and streamline the process we currently use and take a closer look at where each consent is in the system. This is of course subject to availability of our already limited resources.

Consent Statistics

Building consent figures for April have remained constant with 29 issued. Several larger value consents were issued during April, which is reflected in the higher than usual monthly value of works figure. (Councillors will note that some of these projects were indicated as being in the processing phase in my previous report)

The remaining 17 consents were for domestic solid fuel heaters and liquid fuelled boiler installations, the usual number for months at this time of the year.

Consent applications

The BCA has recently handled several larger BC applications plus there are others in the system which are currently being assessed.

The application for the first stage of the Bupa retirement village has been received and a subsequent meeting was arranged between various GDC staff members and

developers to clarify some of the areas that remained unclear in the documentation initially lodged. This application is suspended until the second application is lodged (approx. mid May) for the Civil works component of the project, which has direct links to service the buildings included in stage one. The Civil works includes all site work, Roding infrastructure, building platform preparation and 3 Waters services laid within the common areas of the property, for the entire project.

The involvement of the BCA team in the consent processing and inspection for this project is considerable; therefore ground rules for project management, establishing the types and frequency of inspections, and the all-important fees to be charged are all issues to find common ground on at this early stage, so there are no hidden surprises along the way or upon completion of each stage.

Other substantial projects on the books include new storage facilities and proposed fire safety improvements as part of the upgrade at the Alliance Matura plant, a new farm supplies retail store development plus various land use consents requiring BCA advice at an early stage.

Fee review

As indicated previously, the BCA fees are currently under review. I have drafted some ideas based on findings from a regional review conducted by a neighbouring BCA, and also following suggestions from BCA staff members who have offered some options to be looked at to reflect the current building trends and the level of staff resources required to walk some categories of building consent through to completion.

There is a suggestion to propose a CPI linked increase across the board for all standard building consent fees (based on a dollar value) as these categories have not been adjusted for 3 years, since 1 July 2012.

Other fee categories may be individually adjusted where it is known there have been shortfalls during past projects, and notwithstanding the desire to have some flavour of commonality of fees where possible across the shared services region.

At the time of writing this report the review process had not been fully completed and all BCA staff are invited to comment on any draft proposals at the next scheduled BCA team meeting.

General

Having enough available time to tackle daily tasks appears to be a common factor for not only BCA staff but other departments in general at the moment. Options are being explored to try and assist within the regulatory administration area, which in time could potentially relieve building control officers of some of the administration roles we currently undertake. The electronic inspection systems and in the field devices introduced by some of our larger neighbours are also of interest as a means of making life easier and processes quicker for staff. However I believe tried systems

are in the early stages of refinement and still have a way to go before we should consider utilising them.

Staff performing technical roles are also experiencing increased demands as the level of complexity continues to rise in the majority of today's projects. At this stage, it is too early to determine whether this is a permanent change or just an isolated peak. If it is the latter, an option worthy of exploration is to outsource some of the larger jobs to external contractors.

I am proposing to delay the introduction of the Shared Services QAS manual for a period of three months to allow for a timely review of the largely generic procedures document implemented by Southland DC and Clutha DC last year. Both BCAs have received renewed accreditation status whilst using the QAS manual, however we must also be satisfied the content reflects how we operate here.

A revised implementation date of 1 October will enable some discussions to be had with both neighbours and also for our BCA staff to offer any suggested changes as the document must still meet the strict regulations after any alterations are made. This also allows for a period of at least six months to embed the new system in place and show enough evidence of records before IANZ revisit in late June 2016.

RECOMMENDATION

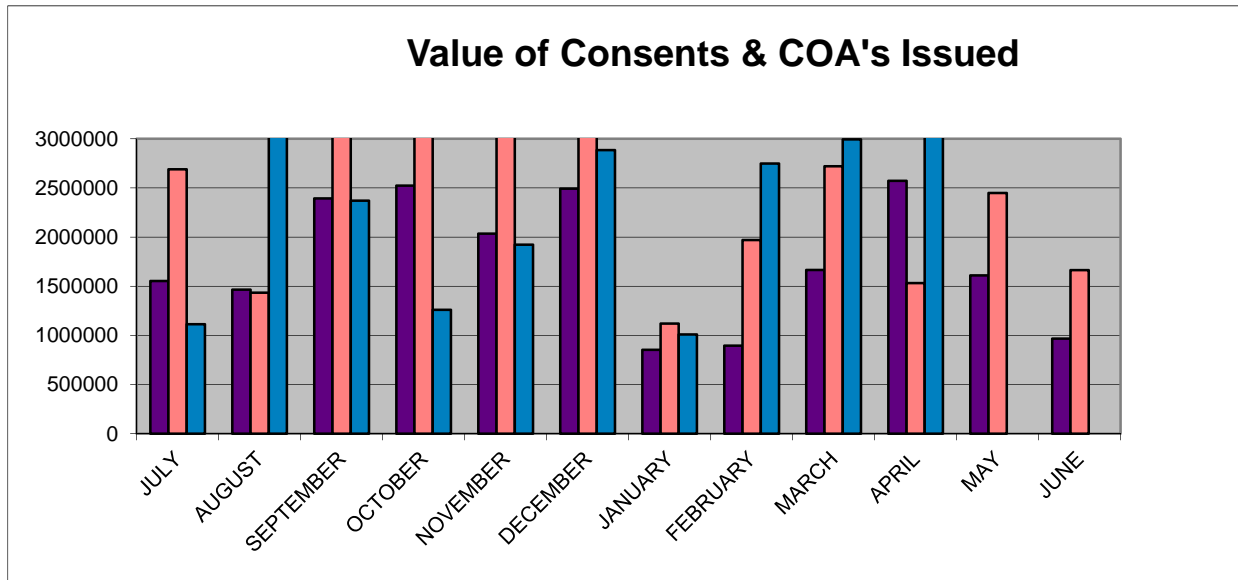
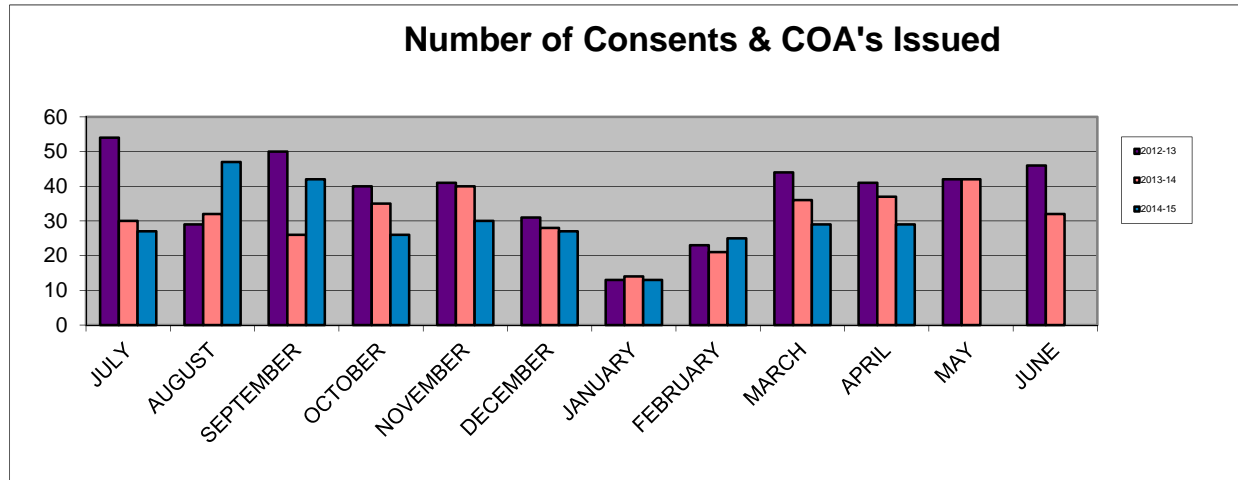
THAT the report be received.

2. SCHEDULE OF BUILDING CONSENTS

Attached is a schedule of building consents issued for March and April 2015, together with comparisons for the previous two years.

RECOMMENDATION

THAT the information be received.



3. ANIMAL CONTROL ACTIVITIES REPORT FOR APRIL 2015

(Memo from the Animal Control Officer – 07.05.15)

There were 85 reported incidents in April.

The start of April was relatively quiet with children and families home over the school holidays.

The main issue for the month was the need to uplift a dog due to the owners not adhering to the conditions of a dangerous dog classification.

More Street checks have been carried out with some unregistered dogs located leading to the majority of these being registered.

There has been a menacing classification placed on a dog for biting a pedestrian.

Checks have been carried out at Hamilton Park to ensure dog owners were not walking through the middle of the paddock and were carrying bags with them.

| Customer Requests - Monthly Statistics | Total |
|---|--------------|
| Animals – dog attacks | 2 |
| Animals – dog enquiries | 13 |
| Animals – dogs barking | 10 |
| Animals – dogs lost/ found | 12 |
| Animals – dogs wandering | 38 |
| Animals - stock | 10 |
| Animals rehomed | 0 |
| Dogs impounded | 12 |
| Total | 85 |

RECOMMENDATION

THAT the report be received.

Animal Control Monthly Statistics over the last 12 months

| | Apr | May | Jun | Jul | Aug | Sep | Oct | Nov | Dec | Jan | Feb | Mar | Apr |
|-----------------|-----------|-----------|-----------|-----------|-----------|-----------|-----------|-----------|-----------|-----------|------------|-----------|-----------|
| Dog Attacks | 0 | 2 | 0 | 0 | 0 | 1 | 0 | 0 | 0 | 1 | 1 | 1 | 2 |
| Dog Enquiries | 2 | 0 | 0 | 3 | 4 | 6 | 10 | 5 | 5 | 3 | 5 | 7 | 13 |
| Dogs Barking | 4 | 13 | 6 | 15 | 4 | 9 | 7 | 7 | 5 | 7 | 20 | 12 | 10 |
| Dogs Lost/Found | 9 | 5 | 7 | 14 | 2 | 27 | 10 | 16 | 16 | 33 | 26 | 11 | 12 |
| Dogs Wandering | 10 | 20 | 13 | 26 | 15 | 21 | 22 | 23 | 28 | 28 | 37 | 38 | 38 |
| Stock | 11 | 3 | 1 | 10 | 3 | 5 | 11 | 12 | 8 | 17 | 14 | 7 | 10 |
| Rehomed | 0 | 0 | 1 | 0 | 0 | 0 | 2 | 0 | 0 | 1 | 0 | 0 | 0 |
| Total | 36 | 43 | 27 | 68 | 28 | 69 | 60 | 63 | 62 | 89 | 103 | 76 | 85 |