

# Planning & Regulatory Manager's Report – December 2007



## Reserve Contributions

With all the subdivision developments taking place, Council has collected some substantial cash reserve contributions.

The contributions are only collected from area's zoned residential and have been mainly received from the Waimate and Glenavy areas.

Outlined below is a brief summary, which was put together last budget round, when Council was considering upgrading the bird aviary. The summary is still current.

*I checked District Plan Subdivision Site Standard 7F Provision of Land for Open Space and Recreation. The standard requires a contribution for newly subdivided lots of 5% of the average value. It is clear that the purpose of this Contribution is for "provision and maintenance of land and facilities for open space and recreation". In my opinion contribution acquired under the rule could be used to upgrade the aviary on a Council reserve open to the public as it constitutes maintenance of a facilities for recreation, namely passive recreation involving use of the park area. The only limitation that should probably apply to use the contributions is that if the contributions are taken for a subdivision in one part of the District they should be used in that general area, unless the open space or facilities clearly serve the whole district.*

## Building Control Authority Certification

By the time Councillors read this report, Council would have had its first audit towards gaining certification.

We do expect some corrective actions and recommendations. Luckily we have received, from other local authorities, copies of their corrective actions, and have been able to make some changes.

In preparation for the audit, I have recently completed:

- A skills gap analysis
- Resourcing and strategy papers
- Rationales for appointment of:
  - Technical Leader and
  - Building Control Officer
- Spreadsheet on Resourcing
- Memorandum of Understanding for shared work between other local Building Control Authorities
- Memorandum of Understanding for service levels between Waimate District Council and Waimate Building Control Authority
- Training templates
- Documentation control cover sheet.

The Senior Building Control Officer has made minor changes to the following:

- |         |                                  |          |
|---------|----------------------------------|----------|
| • TS-04 | Building Consent application     | P2,3,4   |
| • TS-05 | Job card                         | P2       |
| • TS-07 | Producer statements – processing | P1,2,3,4 |

- TS-07.2      Producer statements checklist
- TS-17        Consent assessment and task allocation      P2
- TS-19        Consent processing      P2
- TS-25        Building consent – granting      P1,2,3
- TS-27        Compliance schedules – overview
- TS-30        Inspection process – powers of an authorised officer P2,3
- TS-32        Project completion checklist      P1,2
- TS-33        Code compliance certificate      P1,2
- TS-40        Compliance documents – consent processing      P1
- TS-41        Earthquake-prone building – definition      P1

## Resource Consents – November 2007

Since the last report, the following resource consents have been granted by the Manager: Planning and Regulatory under delegated authority:

RM070057	<b>Subdivision: Boundary Adjustment</b> JHM & AL Sutherland & Raymond Sullivan Trust Limited 309, 339 & 341 Mill Road Waimate	09/11/07
RM070058	<b>Proposed Dwelling – reduced side setbacks</b> D.M. Coulter Painstown Road Waimate	15/11/07
RM070068	<b>Dwelling Addition &amp; erect Carport/Workshop</b> S. & H. Williamson 1178 Pareora River Road Holme Station Corner	20/11/07
RM070064	<b>Erect Relocated House in flood risk area</b> G. Thompson 15 Meehan Place Makikihi	21/11/07
RM070063	<b>Erect Relocated Building &amp; Addition in flood risk area</b> Glenavy Developments Limited McLean Street (Proposed Lot 16) Glenavy	23/11/07
RM070065	<b>Proposed Garage/Shed Extension</b> P.J. Nichol & B.M. Mewburn 11 Rhodes Street Waimate	23/11/07

## Infectious Diseases

Four cases of campylobacter have been notified during the period. These have been investigated and a report sent to the Medical Officer of Health.

## Bylaw Review

Meetings have been held to determine the statue of various bylaws, and to decide the best way forward. Some bylaws appear to have never been used, and others cannot be found.

## Water Sampling

Samples have been taken from each of the rural supplies, and delivered to Medlab at Timaru Hospital.

## Motorcycle Park

Some progress has been made on the circuit and concrete proposals will be ready in the near future.

## Civil Defence/Emergency Management

- During the last month the following actions have been taken:
- Sector Post meetings have been held with Hakataramea, Waihao Downs, Waihaorunga, Waimate South, Waimate North, Glenavy, St Andrews, Studholme/Willowbridge, Ikawai, Morven and Otaio. The matters discussed were training and equipment.
- Identified communications equipment needing to be supplied within previously authorised budget.
- Conducted meetings with St Andrews police regarding CD requirements.
- Meeting with Nathan Taylor, emergency planning South Canterbury Hospital Board. Discussed health response to emergency events.
- Meeting with John Coleman, emergency planning Christchurch Hospital Board, regarding emergency response,
- Visited Makikihi Hotel to establish security of sector post equipment, as no sector post currently established. Secure.
- Attended Regional Civil Defence Officers forum at Selwyn District Council; tsunami signage, professional development, planning and training.
- Regional Hazardscape briefing by GNS at Timaru District Council.
- At this time, attempting to identify Emergency Operations Centre training requirements for Waimate District Council staff; including new Controller and Coordinator. EOC2 courses planned for June and July 2008.

## Sector Post Warden

It is with sorrow to note the passing of Sector Warden for Studholme, Mr Arthur Rollinson. Arthur certainly took on the very important role and will be sorely missed.

## Salutation

The Department wishes all Councillors, staff and their partners and families a Happy Christmas and a wonderful New Year.

**Brent Donaldson**  
**MANAGER-PLANNING & REGULATORY**

6 December 2007