

Environmental Services Committee

AGENDA

Notice of Meeting:

A meeting of the Environmental Services Committee will be held on:

Date: Thursday 27 August 2020
Time: 3.15pm (approx)
Venue: Council Chamber
137 Havelock Street, Ashburton

Membership

| | |
|--------------------|---|
| Chairperson | Diane Rawlinson |
| Deputy Chairperson | Rodger Letham |
| Members | Carolyn Cameron Lynette Lovett Angus McKay Mayor Neil Brown (ex-officio) |

20 August 2020

Environmental Services Committee

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| Timetable |
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|-----------------|
| 3.15pm (approx) |
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| Meeting commences |
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ORDER OF BUSINESS

- 1 Apologies**
- 2 Extraordinary Business**
- 3 Declarations of Interest**

Minutes

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| 4 | Environmental Services Committee 9/07/20 | 3 |
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Reports

- | | | |
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| 5 | Dog Control Policy & Practices Report | 4 |
| 6 | DLC Annual Report | 10 |
| 7 | Environmental Services end of year performance report | 17 |

Business transacted with the public excluded

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| 8 | Enforcement Action Section 7(2)(j) Maintain legal professional privilege | 23 |
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4. Environmental Services Committee

Minutes of the Environmental Services Committee meeting held on Thursday 9 July 2020, commencing at 9.00am, in the Council Chamber, 137 Havelock Street, Ashburton.

Present

His Worship the Mayor, Neil Brown; Councillors Diane Rawlinson (Chair), Carolyn Cameron, Rodger Letham, Lynette Lovett and Angus McKay.

Also present:

Councillors Stuart Wilson and Leen Braam

In attendance

Hamish Riach (Chief Executive), Jane Donaldson (GM Strategy & Compliance), Neil McCann (GM Service Delivery), Ruben Garcia (Communications Manager) and Aisling O'Reilly (Governance Officer).

Officers in attendance for the duration of their reports: Ian Hyde (Planning Manager) and Rick Catchpole (Environmental Monitoring Manager).

1 Apologies

Nil.

2 Extraordinary Business

Nil.

3 Declarations of Interest

Nil.

4 Confirmation of Minutes

That the minutes of the Environmental Services Committee meeting held on 12 March 2020, be taken as read and confirmed.

Cameron/Lovett

Carried

5 Submission: Proposed National Environmental Standards for Air Quality

It was agreed that the following points be amended:

- Additional air zone map to be added (provided by Ian).
- Point 10: remove 'rotational', and add 'management'.

1. That Council receives the report.

2. That Council approves the submission to the Ministry for the Environment about the proposed National Environment Standards for Air Quality, attached as Appendix 1.

Lovett/Letham

Carried

The meeting concluded at 9.14am.

5. Dog control policy and practices report

Author *Rick Catchpowle; Environmental Monitoring Manager*
GM Responsible *Jane Donaldson; Strategy & Compliance*

Summary

The purpose of this report relates to the activities undertaken regarding dog control within Ashburton District for the period **1 July 2019 to 30 June 2020**. The Dog Control Act 1996 (the Act) requires that such a report be produced annually and that it be notified in the public section of a local prominent newspaper once adopted by Council.

Recommendation

- 1. That** the report be received.
- 2. That** the report be notified in a prominent local paper.
- 3. That** the report be sent to the Secretary for Local Government within one month of adoption.

Background

1. The Act requires territorial authorities to publicly report each financial year on:
 - The administration of their dog control policy and their dog control practices (Section 10A (1)); and
 - A variety of dog control related statistics (Section 10A (2)).
 - In accordance with Section 10A (3) the Territorial Authority must give public notice of the report in one (1) or more daily newspapers circulating in the Territorial Authority District.
 - In accordance with Section 10A (4) the Council must send a copy of the report to the Secretary for Local Government within one month of adoption.
 - This report contains information and statistics on the Council's dog control activity for the year 1 July 2019 to 30 June 2020.

Dog Control in Ashburton

2. Dog control in Ashburton is carried out using Council staff and an approved contractor.
3. Within Council we employ an Animal Control Systems Officer who is responsible for all of the administration relating to dog and stock control. The Environmental Monitoring Manager supports the animal control function and deals with Court cases, customer complaints and legal questions regarding dog and animal control.
4. The approved local Contractor – MasterGuard (previously First Security), deals with dog control callouts 24 hours per day, seven days per week. They currently employ two staff specifically for animal control, with security officers acting in support where necessary.
5. Council's approach to enforcement of the Act follows the "exacerbator pays" principle i.e. dog owners who fail to control their animals effectively are fined and the funds channelled back into the animal control activity.

Dog Pound Activity

6. The dog pound facility on Council owned land in Range Street continues to be operated by the appointed animal control contractor.
7. This reporting period saw 142 dogs impounded, 6 euthanised and 12 re-homed.

Dog Exercise Facilities

8. The fenced dog parks by the Ashburton River and at the end of Range St continue to allow dog owners to exercise their dogs off the leash, while limiting the risk of them becoming out of control. The facilities have suitable receptacles for the collection of dog waste plus dog bag dispensers to assist owners in cleaning up after their dogs. A piped water supply to a concrete trough has also been provided for use by dogs using the Ashburton River dog park.
9. The fenced dog park at Methven on Dolma Street also has a piped water supply to a trough for dogs to use and a dog bag dispenser with waste receptacle.

Dog Registration

10. The reporting period saw the number of registered dogs increase by an additional 377 newly registered dogs.

Dog Education and Obedience Courses

11. Ashburton District Council has not required any owners to undergo dog education or obedience courses.

Disqualified and Probationary Dog Owners

12. No persons were disqualified or classified as probationary dog owners during the reporting period.

Menacing and Dangerous Dogs

13. Ashburton District Council has 58 dogs classified as menacing and 5 dogs classified as dangerous.

Additional Information:

14. Call outs: During the reporting period contracted staff responded to 684 dog related incidents from across the District, as follows:
 - Ashburton 436
 - Tinwald 100
 - Rakaia 27
 - Methven 19
 - Rural 102
15. Undeclared dogs: Contracted staff also made enquiries to seek out undeclared dogs, which led to 32 Notices to Register being served and complied with and 9 Infringement Notices issued for non-compliance.

Dog Education Programme:

16. Our Systems Administration Officer in her capacity as our internal Animal Control Officer conducted four presentations on dog safety during the reporting period. The presentations can be tailored to teach children or adults how to be safe around dogs.

Society for the Prevention of Cruelty to Animals (SPCA)

17. In early 2018 ADC entered into an agreement with SPCA which saw the Ashburton SPCA Headquarters moved into the ADC pound. The existing office space at the Pound is now fully shared between both organisations and the SPCA has moved a portacom on site for the housing of cats suitable for rehoming.

Dog Control Act 1996 Section 10A

18. The following is a breakdown of statistics for registration year 2019/20, which meets the reporting requirements of Section 10A of the Act.

Table 1: Statistical information:

| Category | 2018/19 | 2019/20 |
|--|---------|-------------|
| 1) Total # Registered Dogs | 6514 | 6891 |
| 2) Total # Probationary Owners | 6 | 3 |
| 3) Total # Disqualified Owners | 0 | 0 |
| 4) Total # Dangerous Dogs | 6 | 5 |
| ➤ Dangerous by Owner Conviction Under s31(1)(a) | 0 | 0 |
| ➤ Dangerous by Sworn Evidence s31(1)(b) | 4 | 4 |
| ➤ Dangerous by Owner Admittance in Writing s31(1)(c) | 2 | 1 |
| 5) Total # Menacing Dogs | 62 | 58 |
| ➤ Menacing s33A(1)(b)(i) - i.e. by Behaviour | 37 | 36 |
| ➤ Menacing s33A(1)(b)(ii) - by Breed character | 5 | 5 |
| ➤ Menacing under s33C(1) by Schedule 4 Breed. | 20 | 17 |
| 6) Total # Infringement Notices. | 91 | 56 |
| 7) Total # Complaints Received | 830 | 684 |
| Wandering | 399 | 362 |
| Barking | 106 | 88 |
| Lost | 191 | 150 |
| Welfare | 6 | 6 |
| Attack | 44 | 32 |
| Rushing | 40 | 26 |
| Other | 44 | 20 |
| 8) Prosecutions | 0 | 0 |

Dog Control Enforcement Practices

19. During the reporting period staff issued the following notices under the Dog Control Act.

Table 2: List of Infringement Offences

| Serial | Offence | Fine Level | 2018/19 Issued | 2019/20 Issued |
|--------|--|------------|----------------|-----------------------|
| 1 | Failure to Register a Dog (Dog Control Act Sect 42) | \$300 | 38 | 9 |
| 2 | Failure to Advise Change of Address (s.49(4)) | \$100 | 4 | 2 |
| 3 | Failure to Keep a Dog Controlled or Confined (s.52A/53(1)) | \$200 | 43 | 37 |
| 4 | Failure to Implant a Microchip transponder in a dog (s.36(A)(6)) | \$300 | 2 | 0 |

| | | | | |
|----|---|-------|---|----------|
| 5 | Failure to Advise Change of Dog Ownership (s.48(3)) | \$100 | 0 | 1 |
| 6 | Failure or Refusal to Supply Information or Willfully Providing False Particulars (s.19 (2)). | \$750 | 0 | 0 |
| 7 | Failure to Comply with menacing classification (s.33EC(1)) | \$300 | 4 | 3 |
| 8 | False statement relating to registration (s.41) | \$750 | 0 | 0 |
| 9 | Failure to provide proper care and attention (s.54 (2)) | \$300 | 0 | 0 |
| 10 | Falsely notifying the death of dog (s.41 (A)) | \$750 | 0 | 0 |
| 11 | Willful obstruction of a Dog Control Officer (s. 18) | \$750 | 0 | 0 |
| 12 | Failure to comply with any authorised bylaw (s. 22 (5)) | \$750 | 0 | 4 |
| 13 | Failure to comply with barking dog abatement notice (s.55 (7)) | \$200 | 0 | 0 |
| 14 | Releasing dog from custody (s. 72 (2)) | \$750 | 0 | 0 |

Legal/policy implications

Dog Control Act 1996

20. It is a statutory requirement for the Council to publicly report on the dog control activities referred to in this report.

Financial implications

| Requirement | Explanation |
|---|---|
| What is the cost? | The cost of monitoring the activity is included in the Animal Control budget. |
| Is there budget available in LTP / AP? | Yes |
| Where is the funding coming from? | Fees & charges 95% General rate 5% |
| Are there any future budget implications? | No |
| Reviewed by Finance | Not required |

Significance and engagement assessment

| Requirement | Explanation |
|---|---|
| Is the matter considered significant? | No |
| Level of significance | Low; not significant |
| Level of engagement selected | 1. Inform |
| Rationale for selecting level of engagement | The purpose of the report is to inform Council and the community of the activity's work over 2019-20. This will be publicly notified through local media. |
| Reviewed by Strategy & Policy | Toni Durham; Strategy & Policy Manager |

5. District Licensing Committee Annual Report: 1 July 2019 to 30 June 2020

Author *Rick Catchpowle; Environmental Monitoring Manager*
GM Responsible *Jane Donaldson; Strategy & Compliance*

Summary

- The Sale and Supply of Alcohol Act 2012 (the Act) requires each Territorial Authority to submit its annual report on the proceedings and operations of its District Licensing Committee (DLC) to the Alcohol Regulatory and Licensing Authority (ARLA) for the period 1 July 2019 to 30 June 2020.
- The Act further requires that reports are submitted within three months of the end of every financial year.

Recommendations

- | |
|---|
| <ol style="list-style-type: none">1. That the report be received.2. That the report be posted on the Ashburton District Council website.3. That the report be sent to the Secretary for the Alcohol Regulatory and Licensing Authority within one month of adoption. |
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Attachments

Appendix 1 On/Off and Club liquor licences in District

Background

1. Section 199 of the Act requires every territorial authority to prepare and send to the licensing authority a report of the proceedings and operations of its licensing committee in the set format below.
2. A copy of the report must be made available by the territorial authority for inspection free of charge for a period of not less than 5 years.
3. Regulation 19 of the Sale and Supply of Alcohol (Fees) Regulations 2013 also requires Territorial Authorities to prepare a report detailing income from fees and licensing costs under the Act. This includes costs relating to DLC functioning, licensing inspectors and enforcement activities relating to the year commencing 1 July 2019. While this additional information is not required to be in the report to ARLA, it must be made publicly available and is therefore included in the overall report.

District Licensing Committee Structure and Personnel

Commissioners:

Suzanne Griffin
Robin Kilworth
Gregory Clapp
Simon McDonnell

Members:

Tanya Surrey
Debra Hasson
Gary Lee
Tracy McIlraith

Secretariat and Support Staff:

| | |
|----------------|------------------------|
| Jane Donaldson | Secretary |
| Rick Catchpole | Secretary |
| Leo Ratten | Licensing Inspector |
| Tayla Hampton | Registrar |
| Jamie Grant | Administration Support |

Workflow

4. In the period 1 July 2019 to 30 June 2020, the DLC processed a total of 279 applications, a breakdown of which is as follows:

| | | |
|---------------------------|-----|-----|
| On/Off/Club new licences: | 12 | |
| On/Off/Club renewals: | | 28 |
| Special Licences: | 117 | |
| Managers certificates | | 167 |
| Temporary Authority: | | 11 |

Current Liquor Licences

5. A list of all On/Off and Club liquor licences in the District is attached.

Conferences and Training

6. Commissioners and members of the combined Ashburton/Selwyn DLC attended training at Lincoln and Christchurch during the reporting period.

DLC Hearings

7. During the reporting period the DLC convened for one publicly held hearing.

Publication of DLC Decisions

8. All decisions made by the DLC are published on the Council's website at:
<http://ashburtondc.govt.nz>.

Notable Trends or Issues

No noticeable issues have been noted and the DLC again looks forward to participating in further ongoing training and support about the Act, its Regulations and other relevant law. The DLC would also welcome formal opportunities for networking and information sharing to improve consistency of approach nationwide.

DLC Initiatives

9. No new initiatives were adopted or trialled during the reporting period.

Local Alcohol Policy

10. In accordance with Part 2 subpart 2 of the Act, Ashburton District Council has developed a Local Alcohol Policy (LAP) which was adopted on 5 April 2017 with an effective date of 28 August 2017.

Current Legislation

11. The DLC and the Ashburton District Council would welcome further coordinated guidance on best practice in the operation of the Act and its Regulations.

Legal / policy implications

The Sale and Supply of Alcohol Act 2012

12. It is a statutory requirement for the Council to publicly report on the proceedings and operations of its District Licensing Committee.

Financial implications

| Requirement | Explanation |
|---|--|
| What is the cost? | The cost of monitoring the activity is included in the Liquor Licensing budget |
| Is there budget available in LTP / AP? | Yes |
| Where is the funding coming from? | Alcohol licensing cost centre |
| Are there any future budget implications? | No |
| Reviewed by Finance | Not required |

Significance and engagement assessment

| Requirement | Explanation |
|---|---|
| Is the matter considered significant? | No |
| Level of significance | Low; not significant |
| Level of engagement selected | 2. Inform |
| Rationale for selecting level of engagement | The purpose of the report is to inform Council and the community of the activity's work over 2019-20. This will be publicly notified through local media. |
| Reviewed by Strategy & Policy | Toni Durham; Strategy & Policy Manager |

Current Liquor Licences (ON/OFF/CLUB) as at 01.08.2020

| <u>ApplicationNo</u> | <u>Description</u> | <u>TraderName</u> | <u>Primary/Property</u> | <u>Renewal/Expiry</u> | <u>Risk</u> | <u>Comments/Inspector</u> |
|----------------------|--------------------|---|---------------------------------|-----------------------|-------------|---------------------------|
| ClubLic | | | | | | |
| 32/CL/08/14 | Club Licence | Americar Rod & Custom Club Incorporated | 62 Maronan Road ASHBURTON | 11/10/2020 | 2 | VL |
| 32/CL/14/16 | Club Licence | Ashburton Club And M.S.A. Bowling Club | 115 Racecourse Road ASHBURTON | 01/11/2020 | 2 | VL |
| 32/CL/01/15 | Club Licence | Rakaia Bowling Club Incorporated | 24 Rakaia Barrhill Methven Road | 15/02/2021 | 2 | VL |
| 32/CL/02/18 | Club Licence | Rakaia Squash Club Incorporated | 24 Rakaia Barrhill Methven Road | 14/04/2021 | 2 | VL |
| 32/CL/01/18 | Club Licence | Hampstead Rugby & All Sports Club Inc. | 44 Bridge Street ASHBURTON | 30/04/2021 | 5 | L |
| 32/CL/09/15 | Club Licence | Rakaia Golf Club Incorporated | 481 Acton Road ASHBURTON | 25/07/2021 | 5 | L |
| 32/CL/06/15 | Club Licence | Allenton Rugby Football Club Incorporated | 21 Melrose Road ASHBURTON | 25/07/2021 | 5 | L |
| 32/CL/05/15 | Club Licence | Tinwald Golf Club Incorporated | 27 Frasers Road TINWALD | 25/07/2021 | 5 | L |
| 32/CL/04/15 | Club Licence | Rakaia Rugby Club Incorporated | 144 Railway Terrace RAKAIA | 25/07/2021 | 5 | L |
| 32/CL/07/15 | Club Licence | Ashburton Golf Club Incorporated | 37 Golf Links Drive ASHBURTON | 13/08/2021 | 5 | L |
| 32/CL/11/15 | Club Licence | Methven Golf Club Incorporated | 84 Hobbs Road METHVEN | 13/08/2021 | 5 | L |
| 32/CL/13/15 | Club Licence | Ashburton Squash Rackets Club Incorporated | 26 Harrison Street ASHBURTON | 22/08/2021 | 2 | VL |
| 32/CL/08/15 | Club Licence | Mid Canterbury Aero Club Inc | 387 Seafield Road ASHBURTON | 22/08/2021 | 2 | VL |
| 32/CL/03/18 | Club Licence | Tinwald Family Sport And Recreation Assoc. | 1 Shearman Street TINWALD | 22/08/2021 | 2 | VL |
| 32/CL/04/18 | Club Licence | Ashburton Bowling Club Incorporated | 337 West Street ASHBURTON | 02/09/2021 | 2 | VL |
| 32/CL/16/15 | Club Licence | Mayfield Golf Club Incorporated | 30 Bulls Road ASHBURTON | 19/12/2021 | 5 | L |
| 32/CL/01/16 | Club Licence | Tennis Mid Canterbury Sub Association Inc. | 337 West Street ASHBURTON | 20/12/2021 | 2 | VL |
| 32/CL/02/16 | Club Licence | Methven Squash Rackets Club Incorporated | Methven Chertsey Road ASHBURTON | 05/05/2022 | 2 | VL |
| 32/CL/01/19 | Club Licence | Methven United Club Incorporated | Methven Chertsey Road ASHBURTON | 18/06/2022 | 5 | L |
| 32/CL/02/19 | Club Licence | The Methven Bowling Club Incorporated | Methven Chertsey Road ASHBURTON | 17/07/2022 | 2 | VL |
| 32/CL/04/16 | Club Licence | Ashburton Celtic Rugby Football Club Inc. | 46 Keenans Road ASHBURTON | 25/07/2022 | 5 | L |
| 32/CL/05/16 | Club Licence | Ashburton Collegiate Rugby Football Club Inc. | 17 Smithfield Road ASHBURTON | 06/08/2022 | 5 | L |
| 32/CL/03/14 | Club Licence | Collegiate South Sports Club | 1 Chalmers Avenue ASHBURTON | 06/08/2022 | 2 | VL |
| 32/CL/15/16 | Club Licence | Hinds Squash Rackets Club Incorporated | 20 Rogers Street HINDS | 08/09/2022 | 2 | VL |
| 32/CL/17/16 | Club Licence | Hampstead Bowling Club Incorporated | 77 A Cambridge Street ASHBURTON | 05/10/2022 | 5 | L |
| 32/CL/05/18 | Club Licence | Mt Somers Rugby Football Club Incorporated | 67 Hoods Road MT SOMERS | 08/10/2022 | 5 | L |
| 32/CL/18/16 | Club Licence | Ashburton Returned Services Association Inc. | 12 Cox Street ASHBURTON | 15/11/2022 | 10 | M |
| 32/CL/15/15 | Club Licence | Allenton Sports Club Incorporated | 16 Cavendish Street ASHBURTON | 03/12/2022 | 5 | L |
| 32/CL/06/14 | Club Licence | Southern Rugby Club (Mid-Canterbury) Inc. | 3 Isleworth Road ASHBURTON | 28/06/2023 | 15 | M |
| OffLicence | | | | | | |
| 32/OFF/07/16 | Off-Licence | Somerset Grocer Off Licence | 161 Burnett Street ASHBURTON | 22/08/2020 | 5 | L |
| 32/OFF/07/19 | Off-Licence | Sunwins Enterprises Limited | 99 Peters Street HINDS | 23/09/2020 | 15 | M |
| 32/OFF/06/19 | Off-Licence | Allenton Fresh | 98 Harrison Street ASHBURTON | 29/11/2020 | 15 | M |
| 32/OFF/01/18 | Off-Licence | Tinwald Supervalue | 113 Archibald Street TINWALD | 07/01/2021 | 15 | M |
| 32/OFF/04/17 | Off-Licence | Countdown Ashburton | 474 East Street ASHBURTON | 20/01/2021 | 15 | M |
| 32/OFF/15/16 | Off-Licence | Canterbury Liquor Ashburton | 11 Racecourse Road ASHBURTON | 06/02/2021 | 15 | M |

| | | | | | | |
|--------------|-------------|--|--|------------|----|----|
| 32/OFF/03/18 | Off-Licence | Canterbury Liquor East Street | 660 East Street ASHBURTON | 07/02/2021 | 15 | M |
| 32/OFF/01/15 | Off-Licence | Ashburton MSA Liquor Centre Limited | 231 Burnett Street ASHBURTON | 28/02/2021 | 15 | M |
| 32/OFF/05/19 | Off-Licence | Thirsty Liquor Rakaia | 114 Railway Terrace West RAKAIA | 13/03/2021 | 15 | M |
| 32/OFF/02/19 | Off-Licence | Netherby Four Square Supermarket 2008 | 2 Bridge Street ASHBURTON | 16/05/2021 | 15 | M |
| 32/OFF/08/16 | Off-Licence | Countdown Ashburton South | 2 East Street ASHBURTON | 30/05/2021 | 15 | M |
| 32/OFF/05/18 | Off-Licence | Super Liquor Methven | Methven Mall METHVEN | 03/07/2021 | 15 | M |
| 32/OFF/01/20 | Off-Licence | Mt Somers Tavern | 70 Hoods Road MT SOMERS | 13/07/2021 | 10 | M |
| 32/OFF/07/15 | Off-Licence | Methven Four Square Supermarket | 33 Mcmillan Street METHVEN | 16/07/2021 | 15 | M |
| 32/OFF/06/15 | Off-Licence | Devon Tavern | 116 Victoria Street ASHBURTON | 23/07/2021 | 10 | M |
| 32/OFF/06/18 | Off-Licence | Ashburton New World | 2 Tancred Street ASHBURTON | 27/08/2021 | 15 | M |
| 32/OFF/11/15 | Off-Licence | Mount Somers Tavern Limited | 70 Hoods Road MT SOMERS | 22/09/2021 | 15 | M |
| 32/OFF/05/17 | Off-Licence | Tinwald Liquorland and Bottlestore | 103 Archibald Street TINWALD | 27/11/2021 | 15 | M |
| 32/OFF/01/19 | Off-Licence | Rakaia Foodstore Four Square | 60 Elizabeth Avenue RAKAIA | 27/02/2022 | 15 | M |
| 32/OFF/04/18 | Off-Licence | Railway Hotel | 120 Railway Terrace West RAKAIA | 12/03/2022 | 10 | M |
| 32/OFF/06/17 | Off-Licence | Sirocco Wines | 111 Rakaia Barrhill Methven Road ASHBURTON | 18/06/2022 | 2 | VL |
| 32/OFF/03/15 | Off-Licence | Panthers Rock Cafe And Bar | 2006 Arundel Rakaia Gorge Road ASHBURTON | 31/07/2022 | 10 | M |
| 32/OFF/06/16 | Off-Licence | Allenton Liquor Store | 75 Harrison Street ASHBURTON | 06/08/2022 | 15 | M |
| 32/OFF/10/15 | Off-Licence | Methven Supervalue | 30 Mcmillan Street METHVEN | 02/10/2022 | 15 | M |
| 32/OFF/09/16 | Off-Licence | Ashburton Returned Services Association Inc. | 12 Cox Street ASHBURTON | 15/11/2022 | 10 | M |
| 32/OFF/11/16 | Off-Licence | CECS Acquisitions Limited (CharRees) | 22 Laings Road ASHBURTON DISTRICT | 02/12/2022 | 2 | VL |
| 32/OFF/12/16 | Off-Licence | The Staveley Store | 2 Burgess Road ASHBURTON DISTRICT | 07/12/2022 | 5 | L |
| 32/OFF/02/20 | Off-Licence | Brown Pub Methven | 137 Main Street METHVEN | 08/04/2023 | 25 | H |
| 32/OFF/03/19 | Off-Licence | South Rakaia Hotel | 41 Railway Terrace East RAKAIA | 17/06/2023 | 10 | M |

OnLicence

| | | | | | | | |
|-------------|------------|--|------------------------------------|------------|----|----|-------------------|
| 32/ON/06/19 | On-Licence | Giovanni's Pizzeria | 90 Harrison Street ASHBURTON | Pending | 10 | M | Immigration issue |
| 32/ON/19/15 | On-Licence | Arcadia Tavern & Nightclub | 78 Tancred Street ASHBURTON | 30/05/2020 | 15 | M | Renew- Opposed |
| 32/ON/05/19 | On-Licence | Ton's Thai Restaurant | 162 East Street ASHBURTON | 29/07/2020 | 5 | L | |
| 32/ON/08/19 | On-Licence | Sunwins Enterprises Limited | 99 Peters Street HINDS | 25/09/2020 | 15 | M | |
| 32/ON/09/19 | On-Licence | Braided Rivers Restaurant & Bar | 246 Burnett Street ASHBURTON | 21/10/2020 | 15 | M | |
| 32/ON/19/16 | On-Licence | Speight's Ale House | 245 Burnett Street ASHBURTON | 25/11/2020 | 15 | M | |
| 32/ON/01/20 | On-Licence | Docks | 90 Harrison Street ASHBURTON | 09/03/2021 | 10 | M | |
| 32/ON/03/17 | On-Licence | Cinema Paradiso | 112 Main Street METHVEN | 10/04/2021 | 2 | VL | |
| 32/ON/04/17 | On-Licence | Indian Minar | 300 East Street ASHBURTON | 08/05/2021 | 5 | L | |
| 32/ON/05/20 | On-Licence | Mt Somers Tavern | 70 Hoods Road MT SOMERS | 14/05/2021 | 15 | M | |
| 32/ON/04/15 | On-Licence | Cafe 131 Limited | 131 Main Street METHVEN | 19/05/2021 | 5 | L | |
| 32/ON/06/20 | On-Licence | Aqua Japanese Restaurant | 112 Main Street METHVEN | 29/06/2021 | 5 | L | |
| 32/ON/06/18 | On-Licence | Thai Chilli | 17 Forest Drive METHVEN | 30/06/2021 | 5 | L | |
| 32/ON/02/20 | On-Licence | Tinwald Function Centre Limited | 103 Archibald Street TINWALD | 03/07/2021 | 10 | M | |
| 32/ON/07/20 | On-Licence | Miyabi Restaurant | 668 East Street, ASHBURTON | 09/07/2021 | 5 | L | |
| 32/ON/18/15 | On-Licence | Devon Tavern | 116 Victoria Street ASHBURTON | 23/07/2021 | 15 | M | |
| 32/ON/07/17 | On-Licence | Cleavers Corner Gastro Pub | 159 West Street ASHBURTON | 04/08/2021 | 15 | M | |
| 32/ON/12/14 | On-Licence | Mt Potts Lodge Limited | 2131 Hakatere Potts Road ASHBURTON | 12/09/2021 | 10 | M | |
| 32/ON/21/15 | On-Licence | Stronechrubie Restaurant & Accommodation | 8 Hoods Road MT SOMERS | 28/09/2021 | 5 | L | |
| 32/ON/05/18 | On-Licence | Koji Japanese Restaurant | 47 Creek Road ASHBURTON | 07/11/2021 | 10 | M | |

| | | | | | | |
|-------------|------------|---|--|------------|----|---|
| 62/ON/12/18 | On-Licence | Formosa Restaurant | 163 West Street ASHBURTON | 07/11/2021 | 10 | M |
| 62/ON/27/14 | On-Licence | The Green Parrot Bar & Grill | 36 Forest Drive METHVEN | 18/11/2021 | 15 | M |
| 62/ON/26/15 | On-Licence | Barkers Lodge | 21 Barkers Road METHVEN | 20/11/2021 | 10 | M |
| 62/ON/04/20 | On-Licence | Tinwald Tavern | 103 Archibald Street TINWALD | 27/11/2021 | 15 | M |
| 62/ON/29/14 | On-Licence | Brinkley Village Resort | 43 Barkers Road METHVEN | 01/12/2021 | 10 | M |
| 62/ON/01/18 | On-Licence | Railway Hotel | 120 Railway Terrace West RAKAIA | 12/03/2022 | 15 | M |
| 62/ON/01/16 | On-Licence | Longbeach Cookhouse | 1754 Longbeach Road ASHBURTON | 20/03/2022 | 10 | M |
| 62/ON/03/18 | On-Licence | The Print Room | 199 Burnett Street ASHBURTON | 03/04/2022 | 15 | M |
| 62/ON/13/17 | On-Licence | Nawab Eatery | 121 Main Street METHVEN | 16/04/2022 | 5 | L |
| 62/ON/07/15 | On-Licence | Arabica Licensed Cafe | 36 McMillan Street METHVEN | 02/06/2022 | 5 | L |
| 62/ON/02/16 | On-Licence | Mt Hutt Ski Area | McLennans Bush Road ASHBURTON | 18/06/2022 | 10 | M |
| 62/ON/11/16 | On-Licence | Ashburton Performing Arts Theatre Trust | 211 Wills Street ASHBURTON | 04/07/2022 | 10 | M |
| 62/ON/07/18 | On-Licence | Abisko Lodge Limited | 74 Main Street METHVEN | 31/07/2022 | 10 | M |
| 62/ON/15/16 | On-Licence | Panthers Rock Cafe And Bar | 2006 Arundel Rakaia Gorge Road ASHBURTON | 03/08/2022 | 15 | M |
| 62/ON/14/16 | On-Licence | Dom's (2009) Limited | 17 Forest Drive METHVEN | 27/08/2022 | 5 | L |
| 62/ON/07/19 | On-Licence | Highway One Restaurant Ltd | 12 Longbeach Road ASHBURTON | 08/09/2022 | 10 | M |
| 62/ON/17/16 | On-Licence | Nosh Cafe Limited | 415 West Street ASHBURTON | 19/09/2022 | 5 | L |
| 62/ON/10/18 | On-Licence | Salmon Tales Cafe | 9 Railway Terrace East RAKAIA | 26/10/2022 | 5 | L |
| 62/ON/20/16 | On-Licence | The Lake House Restaurant | Torbay Avenue ASHBURTON | 02/11/2022 | 15 | M |
| 62/ON/21/16 | On-Licence | Taste Cafe | 149 Wills Street ASHBURTON | 03/11/2022 | 5 | L |
| 62/ON/24/15 | On-Licence | The Dubliner Bar and Restaurant | 116 Main Street METHVEN | 03/11/2022 | 15 | M |
| 62/ON/11/18 | On-Licence | Hotel Ashburton | 11 Racecourse Road ASHBURTON | 19/11/2022 | 15 | M |
| 62/ON/13/18 | On-Licence | Red Cottages Staveley & Woolshed | 4323 Arundel Rakaia Gorge Road ASHBURTON | 20/11/2022 | 5 | L |
| 62/ON/02/18 | On-Licence | The Phat Duck | 360 West Street ASHBURTON | 15/12/2022 | 15 | M |
| 62/ON/01/17 | On-Licence | Crossroads in the Square | 1 Methven Chertsey Road ASHBURTON | 22/01/2023 | 15 | M |
| 62/ON/03/20 | On-Licence | Eat Cafe | 20 River Terrace ASHBURTON | 03/04/2023 | 5 | L |
| 62/ON/03/14 | On-Licence | The Blue Pub Methven Limited | 2 Barkers Road METHVEN | 05/04/2023 | 15 | M |
| 62/ON/02/14 | On-Licence | Brown Pub Methven | 137 Main Street METHVEN | 08/04/2023 | 15 | M |
| 62/ON/06/16 | On-Licence | Kelly's Bar And Cafe | 234 East Street ASHBURTON | 24/05/2023 | 15 | M |
| 62/ON/09/16 | On-Licence | The Somerset Grocer | 161 Burnett Street ASHBURTON | 13/06/2023 | 15 | M |
| 62/ON/02/19 | On-Licence | South Rakaia Hotel | 41 Railway Terrace East RAKAIA | 14/06/2023 | 10 | M |
| 62/ON/17/14 | On-Licence | Ski Time Square Limited | 43 Racecourse Avenue METHVEN | 22/06/2023 | 15 | M |
| 62/ON/03/19 | On-Licence | Taj Spice Restaurant Bar & Takeaway | 110 Tancred Street ASHBURTON | 15/07/2023 | 5 | L |

7. End of year performance report

| | |
|------------------|---|
| Author | <i>Emily Watson; Corporate Planner</i> |
| Activity manager | <i>Toni Durham; Strategy & Policy Manager</i> |
| Group manager | <i>Jane Donaldson; Group Manager: Strategy & Compliance</i> |

Summary

- The purpose of this report is provide the end of year non-financial reporting against the performance measures set in Year 2 of the Long-Term Plan 2018-28.
- These results are for the first half of the 2019-20 financial year, from 1 July 2019 – 30 June 2020.

Recommendation

- 1. That** the Committee receives the Environmental Services end of year non-financial performance report.

Attachment

Appendix 1 Environmental Services end of year performance report

Background

The current situation

1. Council monitors its progress towards achieving the non-financial performance measures. These are reported to Council mid-way through the financial year and at the end of the financial year.
2. As part of the Long-Term Plan process, Council sets levels of service for each activity. Accompanying these levels of services are performance measures and targets.
3. Performance measures enable Council and the community to assess whether the levels of service are being delivered to the community. Targets for each performance measure show the level of achievement Council is aiming for each year.
4. The end of year results are also reported in Council's Annual Report.

Legal/policy implications

Legislation

5. Council is required (Local Government Act 2002) to report against the performance targets set for each activity in the Annual Report.
6. While Council isn't required by legislation to provide progress reports, to do so informs both Council and the community with how well Council is tracking on a timely basis.

Financial implications

| Requirement | Explanation |
|---|---|
| What is the cost? | Monitoring Council's performance is met from within existing budgets. |
| Is there budget available in LTP / AP? | Yes |
| Where is the funding coming from? | 284 Community Planning |
| Are there any future budget implications? | No |
| Reviewed by Finance | Not required |

Significance and engagement assessment

7. The progress reporting of Council's achievement towards its non-financial performance measures is not considered significant and is of low significance to the community.

| Requirement | Explanation |
|---|---|
| Is the matter considered significant? | No |
| Level of significance | Low; Not Significant |
| Level of engagement selected | 1 – Inform the community |
| Rationale for selecting level of engagement | The community will be informed of Council's progress in achieving the non-financial performance measures through relevant media channels. |
| Reviewed by Strategy & Policy | <i>Toni Durham; Strategy & Policy Manager</i> |

End of year performance reporting – Environmental Services

END OF YEAR PERFORMANCE UPDATE – BUILDING REGULATION

What we're aiming for: To implement the requirements of the Building Act 2004 fairly and impartially so the public has confidence that buildings in the district are constructed in accordance with the building code.

| WHAT WE'RE WORKING TOWARDS (Levels of service) | HOW WE'LL MEASURE PROGRESS (Performance measures) | 2018/19 RESULTS | 2019/20 TARGET | 2019/20 RESULTS | COMMENTS |
|--|---|-----------------|----------------|-----------------|--|
| We provide quality building regulation services | Building consents are processed and decisions made within 20 working days | 97.5% | 100% | 99.1% | We processed 577 out of 582 consents within the statutory timeframe |
| | Code of Compliance Certificates are processed and decisions made within 20 working days | 99.2% | 100% | 99.4% | We issued 809 out of 814 certificates within the statutory timeframe |
| | Buildings with compliance schedules are audited each year | 10.2% | 10% | 10.3% | We audited 49 out of 474 buildings with current compliance schedules |
| | Swimming pool fences are inspected every year | 33% | 33% | 35.5% | We inspected 239 out of 674 pool fence barriers |
| Council responds to concerns with building regulation services within required response times | Building service complaints are responded to within two working days | 100% | 100% | 100% | We received one complaint and it was responded to on the same day |

END OF YEAR PERFORMANCE UPDATE – DISTRICT PLANNING

What we're aiming for: To achieve a fit for purpose function which meets statutory obligations and customer expectations, while anticipating and reacting to the changing needs of the district.

| WHAT WE'RE WORKING TOWARDS (Levels of service) | HOW WE'LL MEASURE PROGRESS (Performance measures) | 2018/19 RESULTS | 2019/20 TARGET | 2019/20 RESULTS | COMMENTS |
|--|---|-----------------|----------------|-----------------|--|
| We provide quality district planning services | Resource consent applications and exemptions are determined within statutory timeframes | 100% | 100% | 99.5% | We processed 194 of 195 resource consent applications within statutory timeframes. |
| | Subdivision plan approval certificates (RMA s.223) are determined within ten working days | 96% | 100% | 98% | We processed 49 of 50 Section 223 applications within 10 working days. |

| | | | | | |
|--|--|------|------|------|--|
| Council responds to concerns with district planning services within required response times | District planning service complaints are responded to within five working days | 100% | 100% | 100% | All complaints responded to within 5 working days. |
| The majority of residents are satisfied with the standard of our district planning services | Residents are satisfied with the standard of Council's planning services | 83% | 80% | 82% | |

END OF YEAR PERFORMANCE UPDATE – EMERGENCY MANAGEMENT

What we're aiming for: To support the community's ability to respond to and recover from emergency events.

| WHAT WE'RE WORKING TOWARDS (Levels of service) | HOW WE'LL MEASURE PROGRESS (Performance measures) | 2018/19 RESULTS | 2019/20 TARGET | 2019/20 RESULTS | COMMENTS |
|--|---|------------------------|-----------------------|------------------------|--|
| We support emergency preparedness through community-based emergency management | A community response plan is developed or renewed annually | 2 | 1 | 1 | Hakaterere Community Response plan reviewed and updated. |
| The majority of residents are satisfied with the standard of our civil defence services | Residents are satisfied with the civil defence services provided by Council | 97% | 80% | 96% | |

END OF YEAR PERFORMANCE UPDATE – LAND INFORMATION

What we're aiming for: To provide an efficient production of Land Information Memoranda (LIMS's) within statutory timeframes and with a high degree of accuracy.

| WHAT WE'RE WORKING TOWARDS (Levels of service) | HOW WE'LL MEASURE PROGRESS (Performance measures) | 2018/19 RESULTS | 2019/20 TARGET | 2019/20 RESULTS | COMMENTS |
|---|---|------------------------|-----------------------|------------------------|---|
| We provide quality land information services efficiently | LIM applications are processed within ten working days | 100% | 100% | 100% | All applications for LIMs were processed within ten working days. |

END OF YEAR PERFORMANCE UPDATE – REGULATORY COMPLIANCE

What we're aiming for: To improve, promote, and protect public health within the district by the promotion of sustainable environmental practices and the monitoring and enforcement of associated legislation and bylaws.

| WHAT WE'RE WORKING TOWARDS (Levels of service) | HOW WE'LL MEASURE PROGRESS (Performance measures) | 2018/19 RESULTS | 2019/20 TARGET | 2019/20 RESULTS | COMMENTS |
|---|---|-----------------|----------------|-----------------|---|
| We provide quality alcohol licensing services | Licensed premises are monitored each year | 100% | 100% | 100% | There are 111 Club/Off/On licensed premises in the District – all of which were monitored |
| | Stakeholder meetings are held each year | 21 | 10 | 26 | 26 meetings held |
| The majority of residents are satisfied with Council's role in alcohol licensing | Residents are satisfied with how Council undertakes its role in alcohol licensing | 88% | 80% | 90% | |
| We provide quality animal control services | Known dogs are registered | 96% | 95% | 96% | 6891 of 7114 known dogs registered |
| Council contractors respond to animal control incidents within contractual response times | Urgent incidents are responded to within one hour | 100% | 100% | 100% | 32 urgent incidents reported and responded to within one hour |
| | Found, wandering or barking dog incidents are responded to within five working days | 100% | 100% | 100% | 652 non-urgent incidents reported and attended to within 5 working days |
| The majority of residents are satisfied with our animal control services | Residents are satisfied with Council's animal control services | 84% | 80% | 86% | |
| We provide quality environmental health services | Registered food premises are risk assessed each year | 87% | 80% | 81% | 135 premises on Food Control Plans of which 109 were risk assessed. |
| Council contractors respond to environmental health issues within contractual response times | Noise complaints are responded to within two hours | 100% | 100% | 100% | 467 complaints of noise nuisance received and all attended to within two hours |

Environmental Services Committee

Terms of Reference

Purpose

The purpose of the Environmental Services Committee is to provide oversight of Council's regulatory and emergency management services in a manner that promotes the current and future interests of the community (Local Government Act 2002).

Membership

Membership of the Committee comprises:

- Cr Diane Rawlinson
- Cr Carolyn Cameron (Deputy Chair)
- Cr Leen Braam
- Cr Lynette Lovett
- Cr Angus McKay
- The Mayor, Neil Brown (ex-officio)

The quorum is four members.

Meeting Frequency

The Environmental Services Committee will meet on a six (6) weekly cycle, or more frequently on an as-required basis as determined by the Chair and Group Manager Strategy and Compliance.

Committee members shall be given not less than 5 working days' notice of meetings.

Delegations

The Environmental Services Committee has no delegated authority to make decisions. Its role is to consider and review matters of strategy, policy or significance in its sphere of Council business, and (if appropriate) to make recommendations to full Council.

Note that for dog control matters the power to appoint hearing panels comprising members of the Environmental Services Committee shall be delegated to the Chair of Environmental Services. Those hearing panels so appointed shall be authorised to deal with the appeal for which they are appointed without further instruction from the Committee.

Sphere of business

- Regulatory activities including:
 - Alcohol licensing
 - Animal control and dog registration
 - Building control
 - Civil defence emergency management
 - Class 4 gambling venues
 - Environmental protection and health, nuisances and complaints
 - Food safety
 - Freedom camping
 - Hazardous substances
 - Litter
 - Naming of roads
 - Noise control

- Parking enforcement
 - Resource management and District Plan
 - Resource management
 - Subdivision and development control
- To recommend the appointment of hearing panels for animal control appeals

Reporting

The Environmental Services Committee will report to the Council.