

## 6.0 Planning & Environmental Services

Hauraki District Council has a statutory responsibility for resource management, environmental health, building construction, animal control and liquor licensing. The Council also has responsibility for policy development and forward planning including the development of the District Plan, Annual Plan, Long Term Council Community Plan, Reserves Management Plans and Recreational Facilities Development Plans.

These obligations, together with general bylaws administration, are undertaken within the Planning and Environmental Services Department.

Planning and Environmental Services are provided through the Resource Management, Environmental Services, Building Services, Corporate Planning Divisions and the Customer Services Advisory Team. The Resource Management Division predominantly deals with providing assistance for, and processing applications. The Environmental Services Division and the Building Services Division are responsible for ensuring compliance with legislative requirements within their respective areas of work. The Corporate Planning Division is responsible for policy development aspects of the department's role, and preparation of plans. The Customer Services Advisory Team responds to all public enquiries and undertakes the processing of all regulatory matters.

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### Focus for the Next 3 Years

- 6.1 To provide a consents service which meets anticipated demand and statutory requirements for the processing of Building Consents, Resource Consents and Land Information enquiries;
- 6.2 To provide information to the public in line with statutory requirements in respect to the Resource Management Act, the Building Act and other relevant legislation;
- 6.3 To provide a monitoring service which ensures compliance with relevant requirements of the Resource Management Act, the Building Act, the Health Act and other relevant legislation in a manner which involves the minimum level of regulatory intervention;
- 6.4 To develop policies and planning documents which provide for the wise use and management of the District's resources in a way which sustains the environment and encourages the development of an enhanced quality of life, in compliance with the Local Government Act, Resource Management Act and any other relevant legislation.

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### Emphasis in 2003-2004

- 6.1.1 To make a decision on all Building Consent applications within statutory time frames.
- 6.1.2 To process Land Information Memorandums (LIM's) within statutory time frames (10 working days).
- 6.1.3 To process Resource Consent applications within statutory time frames.
- 6.1.4 To make a decision on all Project Information Memorandums (PIM's) within statutory time frames (10 working days).
- 6.2.1 To ensure 75% of respondents to customer surveys express satisfaction with the level of service provided by the Consents and Monitoring divisions.
- 6.3.1 To ensure that 90% of all known dogs within the District are registered within the planning period.
- 6.3.2 To undertake inspections of 100% of Registered Food premises in accordance with the assessed requirements.
- 6.3.3 To ensure that 90% of all Land Use Resource Consents are monitored for compliance within 3 months of the consent being granted.
- 6.3.4 To commence investigation of complaints regarding illegal/unauthorised building activity within 3 working days of receiving the complaint.
- 6.4.1 To adopt the 2003/04 Annual Plan in July 2003, with copies made available to the public at no charge.
- 6.4.2 To review Asset Management Plans for all major assets by March 2004.

**The Hauraki District Council's goal in respect of planning and environmental services is to develop and implement policies which provide for the wise use and management of the District's resources in a way that sustains the environment and encourages the development of an enhanced quality of life.**

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### **Changes This Year**

This year has seen a reorganisation of activities within the Environmental Services team/functions. A distinction has been made between Building Services and other environmental services such as health, food, and liquor licensing, noise monitoring and so on. Building services includes all activity related to processing building consents, building inspections and so on. This 'split' is intended to make the cost of the two services more transparent.

Based upon activity levels over the last few years the potential revenue from regulatory-type services has declined, and increased education (public enquiries) has led to increased costs. This is reflected in reduced recoveries in the 2003/04 year.

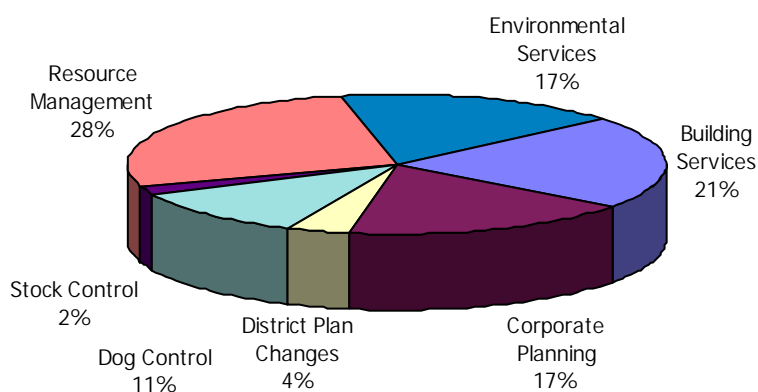
The single most significant change in the 2003/04 year is the expanded Corporate Planning budget to reflect the expected costs associated with complying with the requirements of the Local Government Act 2002. The Act requires Council to create a new range of planning documents (particularly the Long Term Council Community Plan (LTCCP)) and extensively revise existing planning documents. Consultation with the community is a vital aspect of this activity, as Council seeks to identify the community outcomes and priorities for the future.

Whilst no change in staffing numbers is anticipated across the department it is necessary to fund for an appropriate level of external professional assistance to address projects/issues beyond the capacity of existing staff levels.

## Projected Costs and Funding - Planning and Environmental Services

<i>Budget</i>		Forecast	Projected	Projected
<b>2002-03</b>		<b>2003-04</b>	<b>2004-05</b>	<b>2005-06</b>
\$000's		\$000's	\$000's	\$000's
	<b>EXPENDITURE</b>			
-	Building Services	412	418	414
286	Corporate Planning	334	294	281
-	District Plan Changes	75	75	136
198	Dog Control	217	212	212
39	Stock Control	39	39	39
588	Resource Management	512	501	473
670	Environmental Services	331	331	327
<b>1,781</b>	<b>Total Expenditure</b>	<b>1,920</b>	<b>1,870</b>	<b>1,882</b>
<b>(751)</b>	<b>Less Fees and Charges</b>	<b>(633)</b>	<b>(614)</b>	<b>(614)</b>
-	<b>Less Targeted Rates</b>	-	-	-
<b>1,030</b>	<b>NET COST OF SERVICE</b>	<b>1,287</b>	<b>1,256</b>	<b>1,268</b>

### EXPENDITURE 2003/04



<b>EXPENDITURE BY CLASS</b>				
1,781	Operating	1,920	1,870	1,882
-	Decline in Service Potential	-	-	-
-	Interest	-	-	-
<b>1,781</b>	<b>Total Expenditure</b>	<b>1,920</b>	<b>1,870</b>	<b>1,882</b>
-	<b>Capital and Renewals</b>	-	-	-

