

8. INSPECTIONS & ENFORCEMENT UNIT ANNUAL REPORT 2007-08



General Manager responsible:	General Manager Regulation and Democracy Services, DDI 941-8462
Officer responsible:	Inspections and Enforcement Manager
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PURPOSE OF REPORT

1. Inspections & Enforcement unit staff have recognised the need to provide the Council through the Regulatory and Planning Committee with better information in regards to the service outputs and operational issues as they relate to the Council's inspections and enforcement functions.
2. To better inform the Council, staff have developed an annual report that will be submitted to the Regulatory and Planning Committee for the Committee's information. A copy of the inaugural report will be forwarded to Committee members in advance of the Regulatory and Planning Committee's meeting of 6 November 2008.

EXECUTIVE SUMMARY

3. The Inspections and Enforcement Unit of the Regulation and Democracy Group was established as a separate business unit within the Council at the end of the 2005/06 financial year. The purpose of the restructure was to bring all enforcement and inspections functions undertaken by the Council under the control of one business unit.
4. As the Inspections and Enforcement Unit has moved to introduce best practice across the range of inspection & enforcement functions, it was identified that no single document existed to explain the Council's enforcement approach, outputs and operational issues of the teams that deliver the Council's inspections & enforcement services. As a consequence it was also recognised that the Council received little information to assist it to remain informed about the delivery of it's enforcement and inspections functions.
5. To better inform the Council, staff have developed an Inspections and Enforcement Unit Annual Report that will be submitted to the Regulatory and Planning Committee for the Committee's information.
6. An electronic version of the annual report was emailed to all members of the Regulatory and Planning Committee in advance of the 6 November 2008 meeting. Hard copies of the report will be forwarded to Committee members in advance of the meeting.

FINANCIAL IMPLICATIONS

7. The cost of producing the annual report has been met out of the Inspections and Enforcement Unit's operational budget.

LEGAL CONSIDERATIONS

8. There are no legal implications arising from the creation of the Inspections and Enforcement Unit Annual Report.

ALIGNMENT WITH LTCCP AND ACTIVITY MANAGEMENT PLANS

9. The creation of the annual report helps to support the Council's Regulatory Services activities, detailed on pages 144 – 148 of the LTCCP.

ALIGNMENT WITH STRATEGIES

10. Not Applicable.

CONSULTATION FULFILMENT

11. Not applicable.

STAFF RECOMMENDATION

It is recommended that the Regulatory & Planning Committee note and acknowledge receipt of the 2007-08 Inspections & Enforcement Unit Annual Report.