

9. INSPECTIONS AND ENFORCEMENT UNIT ANNUAL PERFORMANCE REPORT 2009/10

General Manager responsible:	General Manager Regulation & Democracy Services, DDI 941-8462
Officer responsible:	Inspections & Enforcement Unit Manager
Author:	Gary Lennan, Inspections & Enforcement Unit Manager

PURPOSE OF REPORT

1. Inspections and 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 performance report that will be submitted to the Regulatory and Planning Committee for the Committee's information. A copy of the report is attached (**Attachment 1**).

EXECUTIVE SUMMARY

3. The Inspections and Enforcement Unit of the Regulation and Democracy Group was established as a separate business unit within 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 Council under the control of one business unit.
4. As the Inspections and Enforcement Unit has moved to introduce best practise across the range of inspection and 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 and enforcement services. As a consequence it was also recognised that the Council received little information to assist the Council 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 Performance Report that will be submitted to the Regulatory and Planning Committee for the Committee's information.

FINANCIAL IMPLICATIONS

6. The cost of producing the annual performance report has been met out of the Inspections and Enforcement Unit's operational budget.
7. Due to the pending local body elections and the limited number of Council meetings post August 2010, this year's annual performance report is submitted in a "word document" format and will be formally published after Council formally acknowledges receipt of the report.

LEGAL CONSIDERATIONS

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

ALIGNMENT WITH LTCCP AND ACTIVITY MANAGEMENT PLANS

9. The creation of the annual performance report helps to support the Council's Regulatory Services activities, detailed on pages 88-91 of the 2009-19 LTCCP.

ALIGNMENT WITH STRATEGIES

10. Not applicable.

CONSULTATION FULFILMENT

11. Not applicable.

STAFF RECOMMENDATION

It is recommended that the Regulatory and Planning Committee note and acknowledge receipt of the 2009/10 Inspections and Enforcement Unit Annual Performance Report.