
For Information

REPORT TITLE: **Land Use Development – Development Services Division Audit – Preliminary Objective and Scope**

FROM: Michelle Morris, Director, Enterprise Risk & Audit Services

OBJECTIVE

To inform the Audit and Risk Committee of the preliminary scope of the Land Use Development audit.

REPORT HIGHLIGHTS

- The preliminary objective of the Land Use Development audit will be to assess the effectiveness of the controls in place to manage the operations and cash handling for development applications and related engineering reviews submitted under the *Planning Act, 1990*, R.S.O. 1990, as amended, and site servicing connections submitted under the *Municipal Act, 2001*, as amended.
 - The preliminary scope of the Land Use Development – Development Services division audit will include development, engineering and site servicing applications received from the local municipalities and those received directly by the Region of Peel.
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DISCUSSION**1. Background**

The Enterprise Risk and Audit Services Risk Based Work Plan, as approved by the Audit and Risk Committee on February 6, 2020, Council Resolution #2020-167, includes the audit of Land Use Development. Based on the risk assessment outcomes for developing the Enterprise Audit Services Risk Based Work Plan, the Land Use Development has been identified as a higher risk area and selected for audit.

The Development Services division is responsible for coordinating and developing the Region's planning position on development applications in the Cities of Mississauga and Brampton, and the Town of Caledon. In addition, Development Services provides one window engineering and site servicing connections review. Regional planners and technical staff review forms of development applications such as:

1. Regional Official Plan Amendments
2. Local Official Plans and Amendments
3. Zoning By-Law Amendments
4. Secondary Plans, Tertiary Plans and Block Plans
5. Draft Plan of Subdivision

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6. Draft Plan of Condominium
7. Site Plan Applications
8. Minor Variance Applications
9. Consent Applications
10. Niagara Escarpment Development Permit Applications
11. Oak Ridges Moraine Site Plan Applications
12. Miscellaneous Infrastructure Applications
13. Site Servicing Connection Applications

Development Services reviews development, engineering and site servicing applications and provides official clearance of proposals and required conditions for all new development and redevelopment projects. In 2019, the Region reviewed approximately 3100 development submissions and 1300 site service connection submissions.

2. Preliminary Audit Objective and Scope

The preliminary objective of the Land Use Development audit will be to assess the effectiveness of the controls in place to manage the operations and cash handling for the development and engineering submission applications submitted under the *Planning Act* and site servicing connection applications submitted under the *Municipal Act*.

The scope of the preliminary audit will include samples of applications processed in 2019 and onwards. More refined audit scope will be developed as the audit progresses.

The audit is expected to start in the Fall 2020.

This audit will be conducted in accordance with the *International Standards for the Professional Practice of Internal Auditing*.

CONCLUSION

Enterprise Risk and Audit Services will inform the Audit and Risk Committee of the results of the audit for the Land Use Development – Development Services division when the audit is concluded.

For further information regarding this report, please contact Michelle Morris, Director, Enterprise Risk and Audit Services, Ext.4247, michelle.morris@peelregion.ca.

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Reviewed and/or approved in workflow by:

Division Director.

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Final approval is by the Chief Administrative Officer.

A handwritten signature in black ink, reading "Nancy Polsinelli". The signature is written in a cursive, flowing style with a large initial "N".

N. Polsinelli, Interim Chief Administrative Officer