

Committee: Scrutiny

Agenda Item

Date: 17 November 2015

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Title: Enforcement Scoping Report

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Summary

1. The Scrutiny Committee agreed at its meeting in September that it wished to review enforcement. This report presents a scoping document and a Cabinet report which provides background information on the service.

Recommendations

2. The committee agrees terms of reference and how it wishes to proceed with the review.

Financial Implications

3. None. There are no costs associated with this report.

Background Papers

4. None

Impact

- 5.

Communication/Consultation	Reviewing Enforcement will require communication with internal and external stakeholders
Community Safety	Enforcement plays a role in community safety
Equalities	None
Health and Safety	Enforcement plays a role in ensuring public health and safety
Human Rights/Legal Implications	None
Sustainability	None
Ward-specific impacts	None

Workforce/Workplace	Scrutiny reviews always have an impact on officer time
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Situation

- 6. At the Scrutiny Committee meeting on 10 September, members agreed that Enforcement would be a topic for review.
- 7. A scoping report has been prepared in the established format, listing suggested terms of reference. Members need to agree terms of reference for the review and also how they wish the review to proceed.
- 8. A report on Enforcement went to the Cabinet meeting on 22 October. This report contains considerable information on the activities of the Enforcement Team and is included in this report for the Scrutiny Committee’s reference.

Risk Analysis

9.

Risk	Likelihood	Impact	Mitigating actions
The committee is unable to agree terms of reference, preventing the review from proceeding	1 – the committee has already agreed that Enforcement should be a topic for review	2 – the review cannot take place without agreed terms of reference and therefore any recommendations for service improvement would not be forthcoming, but there would be no impact on day-to-day enforcement activities	Suggested terms of reference have been included in the scoping document to aid members in deciding how to approach the review

- 1 = Little or no risk or impact
- 2 = Some risk or impact – action may be necessary.
- 3 = Significant risk or impact – action required
- 4 = Near certainty of risk occurring, catastrophic effect or failure of project.