

24th October 2017

Environment and Enforcement Committee

Corporate Enforcement Team

Report of: *Tracey Lilley/David Carter*

Wards Affected: *All*

This report is: *Public*

1. Executive Summary

- 1.1 At the meeting of the Environment and Enforcement Committee on 28th June 2017 the establishment of a Corporate Enforcement Team was approved, together with the appointment of a General Manager.
- 1.2 The Committee also approved a recommendation to bring back a workplan for Enforcement Activity to the next Committee meeting.

2. Recommendation(s)

- 2.1 **Members note the appointment of the General and Deputy Managers for Corporate Enforcement.**
- 2.2 **Members approve the draft Corporate Enforcement Strategy subject to consultation with senior managers.**

3. Introduction and Background

- 3.1 Appointment of General and Deputy Manager for Corporate Enforcement. Following an interview and selection process the General Manager post has been awarded to Tracey Lilley, with David Carter as Deputy Manager.
- 3.2 The new roles commenced from 1st October 2017 and will be managed in addition to their existing roles within the Council.
- 3.3 A draft Corporate Enforcement Strategy has been produced following consultation with relevant Chairs and the Chief Executive, which is attached at Appendix A.

- 3.4 The Strategy is also accompanied by an initial Action Plan which identifies key areas of work to be undertaken in establishing an effective and robust enforcement process whilst improving reporting and response to enforcement requests to the services provided by the Council.
- 3.5 The Council has successfully achieved Community Safety Accreditation from Essex Police. Staff from a number of service areas are currently being vetted by Essex Police to allow them to undertake the necessary training in order to be awarded Community Safety Accreditation together with powers similar to a Special Constable. This will enable the delivery of the enforcement actions made available to the Council through our partnership working.
- 3.6 The team will be improving links and communication between the Council services responsible for enforcement action and aims to provide a more efficient and robust response to service requests.

4. Issue, Options and Analysis of Options

- 4.1 The option proposed to establish the Corporate Enforcement Team was identified as the best outcome for the Council and its residents in the previous Committee report.

5. Reasons for Recommendation

- 5.1 To provide a measurable work plan for Corporate Enforcement to report on outcomes and achievements.

6. Consultation

- 6.1 Consultation with Members through the Committee structure, together with a proposed public consultation subject to approval of the draft document.

7. References to Corporate Plan

Our Purpose

To represent the views of our communities

To ensure the provision of efficient and effective services

To provide clear and strong direction based on clarity and trust

Environment and Housing Management

Develop effective partnership arrangements with key agencies to deliver services

Community and Health

Provide advice, support, guidance and enforcement

Make Brentwood a Borough where people feel safe, healthy and supported
Work with partners to reduce anti-social behaviour and ensure that Brentwood is a safe place to live

Planning and Licensing

Provide advice, support and enforcement to ensure that Brentwood is a safe place to live

Transformation

Provide more modern and effective customer services

Develop new ways of working for the Council, improving service delivery and reducing costs and unnecessary bureaucracy

Explore alternative methods of service delivery, including shared services and outsourcing

8. Implications

Financial Implications

Name & Title: Jacqueline Vanmellaerts Financial Services Manager (Deputy Section 151 Officer)

Tel & Email: 01277 312829 /

Jacqueline.vanmellaerts@brentwood.gov.uk

The financial implications have been set out in the report. The 2017/18 budget has allowed for any additional costs required, and creating a Corporate Enforcement Team will help reach the project savings of enforcement income of £20,000 included in the 2017/18 budget.

Legal Implications

Name & Title: Daniel Toohey, Head of Legal Services and Monitoring Officer

Tel & Email: 01277 312860 / daniel.toohey@brentwood.gov.uk

The setting up of a coordinated team of officers managed by a dedicated manager will greatly improve the effectiveness of enforcement activity and the consistency of instructions to the Council's Legal Service when taking enforcement action. Generally, this will enhance the Council's ability to meet and/or police the relevant statutory standards.

Other Implications (where significant) – i.e. Health and Safety, Asset Management, Equality and Diversity, Risk Management, Section 17 – Crime & Disorder, Sustainability, ICT.

None identified

- 9. Background Papers** (include their location and identify whether any are exempt or protected by copyright)

None

- 10. Appendices to this report**

Appendix A - Draft Corporate Enforcement Strategy 2017 including Corporate Enforcement Action Plan

Report Author Contact Details:

Name: David Carter Environmental Health Manager
Telephone: 01277 312509
E-mail: david.carter@brentwood.gov.uk