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## Housing and Community Safety Select Committee

### Review Title: Neighbourhood Enforcement Service

<b>Scrutiny Chair/Project Director:</b> Councillor Allison Trainer	<b>Contact details:</b> 01642 647421 allison.trainer@stockton.gov.uk
<b>Scrutiny Officer/Project Manager:</b> Peter Mennear, Scrutiny Officer	<b>Contact details:</b> 01642 528957 peter.mennear@stockton.gov.uk
<b>Departmental Link Officer:</b> Mike Batty, Head of Community Protection	<b>Contact details:</b> 01642 527064 mike.batty@stockton.gov.uk
<b>1. Which of our strategic corporate objectives does this topic address?</b>  Council Plan - Community Safety: Respond to residents' concerns and fears of crime and anti-social behaviour, as part of the Safer Stockton Partnership.	
<b>2. What are the main issues?</b>  The Neighbourhood Enforcement Service was newly established in April 2006. The Service is aimed at tackling 'environmental' crime and anti-social behaviour. The Service is currently funded until the end of March 2008. A decision is due to be made by Cabinet in late 2007 as to the future of the service. The Head of Community Protection has produced a report reviewing the first year's operation of the Service. Public awareness of the different agencies involved. Is income from fees and charges being maximised? How well are associated agencies working together?	
<b>3. The Thematic Select Committee's overall aim/ objectives in doing this work is:</b>  To assess the first year of operation of the Neighbourhood Enforcement Service (NES) and form a view as to whether the Service should be extended beyond the end of the current funding arrangements, and make such recommendations to Cabinet.	
<b>4. The possible outputs/outcomes are:</b>  Increased understanding and awareness of the role and remit of the Neighbourhood Enforcement Service. Recommendations regarding the future of the NES, and whether mainstream funding should be committed.	
<b>5. What specific value can scrutiny add to this topic?</b>  Consideration of the issues by Select Committee will give an additional perspective to inform the Cabinet decision on the future of the Service.	

**6. Who will the panel be trying to influence as part of their work?**

Cabinet, Council, general public.

**7. Duration of enquiry?**

3/4 months

**8. What category does the review fall into?**

Policy Review

Policy Development

External Partnership

Performance Management

Holding Executive to  
Account**9. Extra Resources needed? Would the investigation benefit from the co-option of an "expert" witness?****10. What information do we need?****Secondary Information (background information, existing reports, legislation, central government documents, etc.)**

First annual review of Neighbourhood Enforcement Service report.

**Primary/new evidence/information**

Presentation by Graeme Small, Enforcement Co-ordinator.

Written information from DVLA regarding their views on impact of Service from their perspective and possibility of support.

**Who can provide us with further relevant evidence? (Cabinet Member/portfolio holder, officer, service user, general public, expert witness, etc.)**

Head of Community Protection

Residents.

**What specific areas do we want them to cover when they give evidence?**

Overview of Service and prospects for future, information relating to first annual review of NES.

Consultation to gain public view of NES and its effectiveness.

**11. What processes can we use to feed into the review? (site visits/observations, face-to-face questioning, telephone survey, written questionnaire, etc.)**

All Member's survey.

On patrol observations of NES by Members on Committee.  
Site visit to Community Safety Centre/ Security Centre.

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A suitable method of staff consultation, with members of the Enforcement Team.

**12. In what ways can we involve the public and at what stages? (consider whole range of consultative mechanisms, local committees and local ward mechanisms)**

Review of NES Complaints and Commendations.

Viewpoint Focus Groups: 4 x Adult and 1 x Youth

Residents groups involved in liaison with NES. Regular meetings take place and results to be fed into review.

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## Project Plan

<b>Chair/Project Director</b> Councillor Alison Trainer	<b>Contact Details</b> 01642 647421 alison.trainer@stockton.gov.uk
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KEY TASK	DETAILS/ACTIVITIES	DATE	RESPONSIBILITY
<b>Scoping of Review</b>	Information gathering to feed into the scope.	By date of tri-partite meeting	Scrutiny Officer
<b>Tri-Partite Meeting</b>	Meeting to discuss aims and objectives for review.	<b>11 June</b>	Select Committee Chair and Vice Chair, Cabinet Member(s), Corporate Director(s), Scrutiny Officer, Link Officer
<b>Agree Project Plan</b>	Scope and project plan agreed by Committee.	<b>14 June</b>	Select Committee
<b>Publicity of Review</b>	Press release	<b>Following agreement of scope and project plan</b>	Scrutiny Officer
<b>Obtaining Evidence</b>	Presentation setting out activities and role of the Neighbourhood Enforcement Service.	<b>26 July</b>	Select Committee Scrutiny Officer

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	<p>Consideration of First Annual Review of Neighbourhood Enforcement Service (Head of Community Protection)</p> <p>Site visits to Security Centre, Members on observation visits with NES.</p> <p>Consultation activity – Members’ Survey, engagement with staff, review of NES Complaints and Commendations, residents’ groups meetings, use of viewpoint.</p> <p>Consideration of consultation results</p>	<p><b>July/ August</b></p> <p><b>Throughout July/August</b></p> <p><b>Re-arranged meeting early September</b></p>	
<b>Members decide and recommendations and findings</b>	Members of the HCSSC to review findings and draft recommendations.	<b>Early September as above</b>	Select Committee
<b>Tri-Partite Meeting</b>	Meeting to discuss findings of review and draft recommendations.	Following previous stage.	Select Committee Chair and Vice Chair, Cabinet Member(s), Corporate Director(s), Scrutiny Officer, Link Officer
<b>Circulate Draft Report to Stakeholders</b>	Circulation of report.		Scrutiny Officer
<b>Final Agreement of Report</b>	Approval of final report by Committee.	<b>Special meeting late September</b>	Select Committee
<b>Consideration of Report by Executive Scrutiny Committee</b>	Consideration of report.	<b>16 October</b>	Executive Scrutiny Committee

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<b>Report to Cabinet/Approving Body</b>	Presentation of final report with recommendations for approval.	<b>25 October</b>	Cabinet/ Approving Body
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