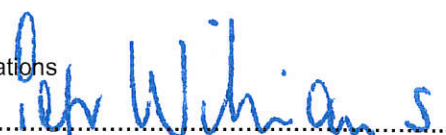


**NORTH LINCOLNSHIRE COUNCIL
OFFICER DECISION NOTICE AND RECORD
(PUBLISHED)**

1. DECISION TAKEN			
To adopt the revised Operations Enforcement Policy 2019/20.			
EXECUTIVE	✓	NON-EXECUTIVE	
			(Please tick either)
IS THIS A 'KEY DECISION' ? (see definition overleaf)			Yes No ✓
DOES THIS DECISION RELATE TO EXEMPT INFORMATION?			Yes No ✓
EXEMPT PARAGRAPH REFERENCE (NOT TO BE PUBLISHED)			

2. OFFICER DECISION TAKER	NAME	Perter Williams
	POSITION/POST	Director of Operations
	SIGNATURE 
	DATE 09.10.19.

3. REASONS FOR THE DECISION (Please ref to any report/minute/background documents attached)		
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4. ALTERNATIVE OPTIONS CONSIDERED AND REJECTED (BY DECISION TAKER(S))		
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TO BE COMPLETED BELOW - ONLY WHEN A DELEGATED OFFICER DECISION REQUIRES PRIOR CONSULTATION WITH A MEMBER (LEADER OF THE COUNCIL, CABINET MEMBER/CHAIRMAN OF A COMMITTEE) IN ACCORDANCE WITH THE 'SCHEME OF DELEGATIONS TO OFFICERS' OR DECISION/MINUTE OF COUNCIL/COMMITTEE OR DECISION/MINUTE OF CABINET/CABINET MEMBER.

5. DECISION REQUIRED TO BE TAKEN IN CONSULTATION WITH RELEVANT MEMBER	COUNCILLOR
	POSITION
	SIGNATURE
	DATE

<p>6. ANY CONFLICT OF INTEREST DECLARED BY ANY EXECUTIVE (CABINET) MEMBER (S) CONSULTED, WHICH RELATES TO THE DECISION, OR (NON-EXECUTIVE) – ANY MEMBER OF THE COMMITTEE THAT DELEGATED THE DECISION TAKEN</p>	
<p>7. WITH REFERENCE TO 6. ABOVE - HAS ANY DISPENSATION BEEN GRANTED TO THE EXECUTIVE (CABINET) MEMBER? (ONLY APPLIES TO EXECUTIVE)</p>	

PLEASE REMEMBER TO ATTACH ANY ACCOMPANYING REPORT.

WHEN COMPLETE, PLEASE SEND TO SERVICE MANAGER: DEMOCRACY FOR PUBLISHING.

(The definitions of a key decision are when an executive decision is likely -

(i) to result in the Council incurring expenditure or the making of savings (including the receipt or loss of income) over £350,000 in any one financial year; or

(ii) to be significant in terms of its effect on communities living or working in an area comprising two or more wards or electoral divisions in the area of the local authority).

NORTH LINCOLNSHIRE COUNCIL

DELEGATED DECISION RECORD

DIRECTOR OF OPERATIONS

**OPERATIONS
ENFORCEMENT POLICY 2019/20**

1. OBJECT AND KEY POINTS IN THIS REPORT

- 1.1 To agree the adoption of a revised Enforcement Policy for the Operations Service.
- 1.2 The key points in this report are as follows:
 - The current Enforcement Policy contains a requirement for a regular review of the policy.
 - The review has been completed and enhancements made.

2. BACKGROUND INFORMATION

- 2.1 The functions covered by this report are delegated to the Director of Operations who in turn appoints officers and makes decisions on the most appropriate course of action in any given legal proceedings, having previously received advice from Legal & Democratic.
- 2.2 As part of the service planning and review process the existing policy has been reviewed and updated to make sure that the policy continues to meet statutory guidance and reflects best practice.
- 2.3 The Operations Enforcement Policy 2019/20 appended to this report has been amended or enhanced in the following main areas:
 - 2.3.1 Web links to relevant external reference documents have been amended to reflect any changes to these documents.
 - 2.3.2 Links to external documents in relation to sentencing guidelines have now been included. See 8.2.5 of the attached policy.
- 2.4 Within the Operations Service there are a number of subordinate enforcement policies and supporting operational procedures. This policy aims to reduce the need for these subordinate policies which can

contradict or duplicate this overarching policy. However whilst the numbers of subordinate policies has been reduced there is still a need for them in some areas. The remaining subordinate policies are now referenced in this main policy to aid with clarification. Any supporting operational procedures are available from the individual teams.

3. **OPTIONS FOR CONSIDERATION**

- 3.1 **Option 1** – To approve the revised Enforcement Policy.
- 3.2 **Option 2** – To continue with the existing Enforcement Policy.

4. **ANALYSIS OF OPTIONS**

- 4.1 **Option 1** – There is a requirement to have an Enforcement Policy and for it to be reviewed. Whilst there are no substantial changes to this policy, failing to review could leave the council open to criticism should the policy subsequently be challenged.
- 4.2 **Option 2** – The existing Enforcement Policy is still fit for purpose. However not accepting the revised policy will result in the policy becoming out of date as it will not acknowledge the updated guidance. This could present difficulties if challenged.

5. **FINANCIAL AND OTHER RESOURCE IMPLICATIONS (e.g. LEGAL, HR, PROPERTY, IT, COMMUNICATIONS etc.)**

- 5.1 Enforcement officers will need to be briefed on the new policy. This can be completed during routine team meetings.

6. **OTHER RELEVANT IMPLICATIONS (e.g. CRIME AND DISORDER, EQUALITIES, COUNCIL PLAN, ENVIRONMENTAL, RISK etc.)**

- 6.1 N/A

7. **OUTCOMES OF INTEGRATED IMPACT ASSESSMENT (IF APPLICABLE)**

- 7.1 N/A.

8. **OUTCOMES OF CONSULTATION AND CONFLICTS OF INTERESTS DECLARED**

- 8.1 All relevant Heads of Service, Group Managers and Legal have been consulted on the revisions made to the policy. Any comments have been included in the policy.

9. RECOMMENDATIONS

- 9.1 To approve and adopt the Operations Enforcement Policy 2019/20 (Appendix 1).

DIRECTOR OF OPERATIONS

Church Square House
 30-40 High Street
 Scunthorpe
 North Lincolnshire
 DN15 6NL
 Author: Richard Copley
 Date: 3/10/2019

Background Papers used in the preparation of this report

- Operations Enforcement Policy (appendix 1)

Where appropriate the report has been seen and commented on by (✓ or n/a)

Cabinet Member	Human Resources	Legal & Democratic	Finance	Property	IT	CMT
		✓				

Approved by Director(s) of Service (✓)	✓
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