

**Appendix A Scoping Form****Test Valley Borough Council Overview & Scrutiny Committee****Panel Reviews - Scoping Template**

|        |   |   |       |       |        |          |        |        |  |        |
|--------|---|---|-------|-------|--------|----------|--------|--------|--|--------|
| 1      | <b>Corporate Priority/Service Area (may be more than one)</b><br><br>Planning Enforcement   |   |       |       |        |          |        |        |  |        |
| 2      | <b>Lead Member(s)/Chairman of Panel</b><br><br>Cllr Tony Burley<br><br><b>Panel members</b><br>(To be confirmed)  |   |       |       |        |          |        |        |  |        |
|        | Panel members   | <table border="1"> <tr> <td style="text-align: center;">North</td> <td style="text-align: center;">South</td> </tr> <tr> <td style="text-align: center;">Burley</td> <td style="text-align: center;">C Dowden</td> </tr> <tr> <td style="text-align: center;">Brooks</td> <td style="text-align: center;">Parker</td> </tr> <tr> <td></td> <td style="text-align: center;">Warnes</td> </tr> </table> | North | South | Burley | C Dowden | Brooks | Parker |  | Warnes |
| North  | South   |   |       |       |        |          |        |        |  |        |
| Burley | C Dowden  |   |       |       |        |          |        |        |  |        |
| Brooks | Parker  |   |       |       |        |          |        |        |  |        |
|        | Warnes  |   |       |       |        |          |        |        |  |        |
| 3      | <b>Portfolio Holder(s)</b><br><br>Cllr Nick Adams-King  |   |       |       |        |          |        |        |  |        |
| 4      | <b>Key Areas of Focus</b> <ul style="list-style-type: none"> <li>A. To understand the legislative and policy framework that planning enforcement works within.</li> <li>B. To understand key questions such as how is it determined when it is expedient to take action?</li> <li>C. To understand how the <i>public interest test</i> is applied</li> <li>D. To gain an understanding of the overall performance of the planning enforcement function at TVBC</li> <li>E. What are the service standards applied to the team's performance?</li> <li>F. What does "good" look like in enforcement terms?</li> <li>G. Has "performance" of the TVBC enforcement function improved and/or changed over the years?</li> </ul> |   |       |       |        |          |        |        |  |        |

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|   | <p>H. How does our performance compare to other local authorities in our CIPFA audit family?</p> <p>I. Are there any areas where our performance could be improved?</p> <p>J. To understand the costs involved in running an effective planning enforcement function</p> <p>K. To understand any key challenges and issues that the enforcement function faces.</p> <p>L. To gain an understanding of how the local enforcement policy (2019) is used.</p> <p>M. Does the council's website provide enough information and guidance relating to enforcement?</p> |
| 5 | <p><b>What will be developed or reviewed?</b></p> <p>A review will be undertaken based on the areas of focus (above) and will result in a report to OSCOM outlining any key recommendations for consideration. If the panel identifies any further areas for consideration which it feels will add value to the review then it will seek approval from OSCOM if these fall out of the scope that has been agreed.</p>  |
| 6 | <p><b>Rationale – Why now/why at all?</b></p> <p>This review will give assurance to our residents, planning professionals and councillors that this important service is fit for purpose.</p>  |
| 7 | <p><b>Anticipated Benefits</b></p> <p>Enforcement is one of the most complex parts of the planning system and is an issue that concerns many members of the public, given the need to ensure that appropriate action is taken against unacceptable development in the wider public interest.</p>   |
| 8 | <p><b>Resource Implications</b></p> <p>None</p>  |
| 9 | <p><b>Are there any Partner Organisations involved in the Project? If so, which?</b></p> <p>It is not expected that other partner organisations will be involved in the review.</p>  |

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| 1<br>0 | <p><b>Will you require external partners to attend the Panel?</b></p> <p>External partners will not be expected to attend the panel, the panel may seek to gain information from external bodies such as other LA best practice to be considered as part of the research of the panel.</p>   |
| 1<br>1 | <p><b>Does the Project require Public Involvement?</b></p> <p>Some public involvement shall be required as a minimum to gain feedback on this function as part of the broader evidence-base to ensure that planning enforcement is being conducted professionally, consistently, efficiently and expediently. Engagement is likely to include members of the public who have used the service as well as agents of residents who have had enforcement issues. It is anticipated that this will take the form of a survey around some targeted questions with the option for additional comments welcome.</p> |
| 1<br>2 | <p><b>How will the Project assist the achievement of a Corporate Priority or Priorities?</b></p> <p>The council's Corporate Plan 2019-2023: Growing our potential, talks about the importance of establishing attractive, sustainable and vibrant communities for people to live, work and enjoy that also preserves and enhances the natural environment of the borough.</p>  |
| 1<br>3 | <p><b>What do you want OSCOM to do now?</b></p> <p>OSCOM is asked to either approve the scope, approve with amendments or not approve.</p>   |