



**Bromsgrove**  
District Council

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## OVERVIEW AND SCRUTINY EXERCISE SCOPING CHECKLIST

This form is to assist Members to scope the overview and scrutiny exercise in a focused way and to identify the key issues it wishes to investigate.

- Topic: **Planning Policy Task Group**

- Specific subject areas to be investigated:

- To review the remit of Planning Conditions and their effectiveness.
- To review the Council's activity in terms of Planning Enforcement, to identify strengths and weaknesses and to make recommendations for improvements where necessary.
- To review the way in which the Council respond to enforcement issues and where these can be improved.

- Possible key outcomes:

(i.e. please state what Members hope to achieve through this investigation):

- Recommendations which lead to a more rigorous and consistent implementation of the Enforcement Policy through out the District.
- Recommendations which lead to an improved process for setting realistic and enforceable Planning Conditions.
- A more robust process for managing public concern about enforcement issues.

- Should the relevant Portfolio Holder(s) be invited to give evidence? **YES**

- Which officers should be invited to give evidence?

(Please state name of officer and/or job title)

Head of Planning and Regeneration  
Enforcement Officer  
Member of Legal Team  
Customer First Officer

- Should any external witnesses be invited to give evidence? **YES**

If so, who and from which organisations?

Ward and Parish Councillors  
Local Residents (in respect of Marlbrook Tip area)

- What key documents/data/reports will be required?

Planning Enforcement Policy  
Planning Conditions

- Is it anticipated that any site visits will be required? **YES \***  
If so, where should members visit?

In respect of the Marlbrook Tip site.

- Should a period of public consultation form part of the exercise? **YES/NO\***  
If so, on what should the public be consulted?

(Please Note: A separate press release requesting general comments/suggestions from the public will be issued in the normal way at the beginning of the investigation.)

- Have other authorities carried out similar overview and scrutiny exercises? **YES**  
If so, which authorities?

Not recently, however Borough of Pendle carried out an exercise in March 2006 and Ealing in February 2006.

- Will the investigation cross the District boundary? **NO\***  
If so, should any other authorities be invited to participate? **YES/NO\***  
If yes, please state which authorities:

- Would it be appropriate to co-opt anyone on to the Task Group/Board whilst the Overview and Scrutiny exercise is being carried out? **YES/NO\***  
If so, who and from which organisations?

- What do you anticipate the timetable will be for the Overview and Scrutiny exercise?

Anticipated Task Group Report to be presented to February 2012 Overview and Scrutiny Board meeting.

(\*Delete as appropriate)