

**To:** City Executive Board  
**Date:** 17 December 2015  
**Report of:** Director for Housing and Regeneration  
**Title of Report:** Corporate Enforcement Policy

## Summary and Recommendations

**Purpose of report:** To adopt an Enforcement Policy that covers all the regulatory functions of the Council.

**Key decision:** Yes

**Executive lead member:** Councillor Alex Hollingsworth

**Policy Framework:** A Vibrant, Sustainable Economy; Meeting Housing Needs; Strong and Active Communities; Cleaner and Greener Oxford; An Efficient and Effective Council.

**Recommendation(s):** That the City Executive Board resolves to:  
1. Approve the proposed Corporate Enforcement Policy and its appendices.

**Appendices** to report:

- Appendix 1 – Proposed Enforcement Policy
- Appendix 2 – Action Plan
- Appendix 3 – Risk Register
- Appendix 4 – Equalities Impact Assessment

## **Background**

1. The Council's regulatory role is key in achieving its aim to Build a World Class City for Everyone and has a part to play in all of the five corporate priority areas.
2. The Council's current Enforcement Policy relates to the work carried out by the former Environmental Development Service and as there are a

number of service areas across the Council that have a regulatory function, a corporate policy is required.

### **Overview**

3. There is a complex and varied regulatory regime that is enforced by the Council across several service areas. However, there are broad principles, that apply in most circumstances and this policy captures these and sets them out in a straightforward way that can be used by every service to underpin the Council's firm but fair approach to enforcement.
4. The Council has to comply with a statutory framework regarding regulation and in particular the Regulators Code that was introduced under the Legislative and Regulatory Reform Act 2006. A link from the Policy will be provided to the Regulators Code to reinforce the Council's intention to comply with the legal duty to act in accordance with the Code.
5. The policy also acknowledges that the local Oxford context is an important factor to be taken into account when making enforcement choices. The Council's enforcement approach will take corporate and local priorities into account.
6. The policy was developed with contributions from regulatory services in the Council and whilst it will be highly relevant to some services, e.g. those regulating businesses, it will be less applicable for others such as Housing and Property managing tenants.
7. Service areas can develop their own service specific Enforcement Policies where these are required for legal or operational reasons as long as they have regard to the Corporate Policy and do not contradict its principles and objectives.

### **Review of Enforcement Services**

8. An Action Plan has been developed that will be used to ensure all the Council's regulatory functions are reviewed and comply with the policy for. The Action Plan will be reviewed by senior managers and used to inform future service planning, highlight any resource requirements and help develop staff training plans.

### **Legal Issues**

9. The requirements of the Regulators Code have been taken into account in developing this Enforcement Policy.

### **Financial Issues**

10. There are no financial impacts related to this policy.

### **Environmental Impact**

11. There are no environmental impacts related to this policy.

**Equalities Impact**

12. The Initial Equalities Impact Assessment is attached. This concluded that the Policy itself has no adverse equality impacts.

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**List of background papers:**

None

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