REQUEST FOR A COOPERATIVE REVIEW

PLYMOUTH
CITY COUNCIL

(Please submit this document to Democratic Support once complete.)The request will be submitted to the Co-operative Scrutiny Board for consideration against the approval criteria and you will be notified of its success. If the Board approve the request for a Co-operative Review on the subject matter below then a project plan will be completed and you may be asked for further information.

What is the name of the review?	Review of procedures used by the Council when dealing with unauthorised encampments.
Please provide a brief outline of the subject and scope of the review?	To ascertain how the Council deals with unauthorised encampments within its statutory requirements.
Please outline the reasons as to why you believe a review needs to take place?	A review is required to scrutinise the procedure to deal with unauthorised encampments as a result of concerns raised at a recent Gypsy and Traveller site at Horsham playing fields, Plymstock.
What will the review attempt to achieve?	The review will a) clarify current processes and procedures against a backdrop of legal, social and financial considerations and b) attempt to ensure community cohesion and public reassurance.
Who will benefit from the review?	Members of the public, Councillors, Officers, Partners and Gypsies and Travellers.
How long do you think the review might take?	It is expected that the review would take one day. (An initial meeting to populate the scrutiny review plan is also required.)
When do you think the review should commence and why?	The review should commence by August 2013 in order to sustain and improve service delivery and public confidence.
When do you think the review should be completed by and why?	The review should be completed by September 2013 as it is expected that only one meeting is required in order to allow members to hear from witnesses, establish the Council's procedure and make recommendations where required.
Review requested by?	Requested by Councillor Churchill.

Received in Democratic Support Section:	Reviewed by the Co-operative Scrutiny Board:
Date:	Date:
Scrutiny Review Approved/Rejected	
If approved initial Project Plan meeting date:	