

BOLSOVER DISTRICT COUNCIL
SCRUTINY PROJECT MANAGEMENT
REVIEW SCOPE

<p><u>NAME OF COMMITTEE:</u> Healthy, Safe, Clean and Green Communities</p>	<p><u>SCRUTINY OFFICER:</u></p>
<p>SUBJECT TO BE REVIEWED</p>	<p>Enforcement action undertaken by Bolsover District Council to improve the quality of the environment across the District.</p>
<p>REASON(S) FOR THE REVIEW</p>	<p>To address the concerns and perceptions of Elected Members and consider the Council's existing approaches. To identify any further actions that should be taken in order to punish those responsible, reduce the number of incidents and keep the environment clean having regard to best practice, statutory guidance and policy.</p>
<p>IDENTIFY APPROPRIATE CORPORATE PLAN AIMS, PRIORITIES AND TARGETS</p>	<p>CORPORATE PLAN AIM – Supporting our communities to be healthier, safer, cleaner and greener.</p> <p>PRIORITY – Ensuring a high standard of environmental maintenance and cleanliness.</p> <p>TARGET – Corporate Plan Target H12: Annually undertake 10 local environmental enforcement and educational initiatives in targeted areas to deal with dog fouling, littering or fly tipping.</p>
<p>DIRECTOR</p>	<p>Operations</p>
<p>AIMS AND OBJECTIVES OF REVIEW</p>	<p><i>Aim:</i> To ensure that the Council's Enforcement Policy is being used to deal with and deter fly tipping, littering and dog fouling in the district of Bolsover and to address the perceptions of Councillors to the contrary.</p> <p><i>Objectives:</i></p> <ul style="list-style-type: none"> • To understand the actual levels of litter, fly tipping and dog fouling and the difference in perceptions and why? • If there is a difference between actual levels and members' perceptions, to find a way to bridge the gap. • To understand current approaches and actions by Environmental Health, Street Scene and Community Safety (CAN Rangers). • To understand the range of enforcement actions available. • To understand the enforcement legal tests, e.g. evidential test and public interest test. • To understand the Council's Enforcement Policy and legal interpretation. • To understand current practices and how closely the policy is

	<p>adhered to.</p> <ul style="list-style-type: none"> • To consider the current constraints on the authority regarding enforcement and taking enforcement action • To understand competency levels required for enforcement officers. • To understand the current level of staff with delegated authority to undertake enforcement and its effectiveness in undertaking such. • To understand the required staffing levels and any human resource implications.
KEY ISSUES	<p>To consider;</p> <ul style="list-style-type: none"> • Untidy land, gardens and buildings • Litter • Fly tipping • Dog fouling • Customer expectations • Councillors expectations • options for working with other councils nearby to increase enforcement activities

TIMESCALE	ESTIMATED	REVISED	ACTUAL
Commencement	September 2017		
Interim Report/ Recommendations			
Finish			
Report			

METHOD(S) OF REVIEW:	<ul style="list-style-type: none"> • Interviews • Benchmarking/Best practice • Work shadowing - Environmental Enforcement Technical Officers/Street Scene/Dog Wardens/CAN Rangers/Planning Enforcement/Housing Enforcement • Briefings • Questioning • Analysis of service demand and performance\output • Surveys to all councilors, parish councils, public.
IMPLICATIONS: (legislative, regulatory, etc)	<ul style="list-style-type: none"> • Relevant enforcement legislation • Fixed Penalty Notices

<p>DOCUMENTARY EVIDENCE: (Internal/External)</p>	<ul style="list-style-type: none"> • Untidy land and buildings policy (internal) • Enforcement Policy – Joint Environmental Health Service (internal) • Complaints reports/Service requests/reports • Service delivery/output performance data • Analysis/statistics from enforcement actions • Regulators Code – Government Better Regulation Delivery Officer (external) • Joint Fly Tipping Policy (internal) • Environmental Despoilment Action Plan and report on Actions by Environmental Health during 2016/17 (internal) • Terms of Reference – Environmental Enforcement, Cleansing and Education Group (internal) • Corporate Enforcement Officers Group • DEFRA guidance/recommendations
<p>STAKEHOLDERS</p>	<p>RELEVANT PORTFOLIO HOLDER MUST BE INVOLVED IN THE REVIEW</p> <ul style="list-style-type: none"> • Councillor Brian Murray-Carr • Councillor Mary Dooley • Steve Brunt – Assistant Director, Street scene. • James Arnold – Assistant Director, Planning and Environment • Peter Campbell – Assistant Director, Community Safety and Head of Housing (BDC) • Steve Jowett – Streetscene & Waste Services Manager • Sharon Gillott – Environmental Health Manager • Deborah Whallett - Housing Enforcement Manager • Rangers • Legal • Partnership Team (link to PCSO's?) • All Councillors • Parish Councils
<p>CONSULTATION/ RESEARCH:</p>	<ul style="list-style-type: none"> • North East Derbyshire District Council – Environmental Despoilment Review and Action Plan. Review carried out in 2015/16 (Joint Environmental Health and Streetscene Teams) • DEFRA Website – Fly Tipping/Littering and Dog Fouling guidance and waste data flow data • Keep Britain tidy Website – best practice/benchmarking • http://www.keepbritaintidy.org/home/481
<p>SITE VISITS</p>	

SCRUTINY REVIEW OUTCOMES

CONCLUSIONS:	
RECOMMENDATIONS:	
DRAFT REPORT SENT TO DIRECTOR & ANY RELEVANT OFFICERS FOR COMMENT:	
DRAFT REPORT CONSIDERED BY PORTFOLIO HOLDER:	
SIGNED OFF BY COMMITTEE/CHAIR:	
SIGNED OFF BY SCRUTINY MANAGEMENT BOARD:	
REVIEW OF PROCESS/COMMENTS:	
EXECUTIVE CONSIDERED:	
OUTCOME:	
FOLLOW UP:	
DATE:	