

BOLSOVER DISTRICT COUNCIL

SCRUTINY PROJECT MANAGEMENT – REVIEW SCOPE

NAME OF COMMITTEE:	Healthy, Safe, Clean and Green Communities Scrutiny Committee
SUBJECT TO BE REVIEWED:	Review of Council Policy on Sky Lanterns and Helium Balloons
REASON(S) FOR THE REVIEW:	A number of comments received by Leader and Customer Standards & Complaints Officer in relation to Council's Policy and the suggestion of a Council motion in relation to the matter in line with current national campaigns.
IDENTIFY APPROPRIATE CORPORATE PLAN AIMS, PRIORITIES AND TARGETS:	CORPORATE PLAN AIM – Environment PRIORITIES – Ensuring a high standard of environmental cleanliness, undertaking appropriate enforcement activity where required. TARGETS – No specific Corporate Target
DIRECTORATE/SERVICES INVOLVED:	Directorate – Environment and Enforcement <ul style="list-style-type: none">• Services – Environmental Health Directorate – Corporate Services <ul style="list-style-type: none">• Services – Governance
AIMS AND OBJECTIVES OF REVIEW:	Aim: To assess the local impact of Sky Lanterns and Helium Balloons and review local Council policy. Objectives: <ul style="list-style-type: none">• Assess NED Committee report and consider replicating a similar charter/policy for BDC.• Assess the scale of the local environmental impact via consultation with both residents and local agencies/groups.
KEY ISSUES:	A number of complaints/comments are received per annum from residents in relation to the use of such items and the environmental damage caused. All communications received refer to the national campaigns As the Environmental Health is a joint service, it makes sense to ensure a common approach is being taken across the Alliance area, particularly where enforcement is at a local level.

METHOD(S) OF REVIEW:	<p>Document review of NED Committee documents and charter/policy.</p> <p>Public consultation via website.</p> <p>Targeted consultation with local agencies/groups.</p>
IMPLICATIONS: (legislative, regulatory, etc)	<p>There is no national legal requirement to ban the use of such items so any charter/policy approved would need to be enforceable at a local level. As such the Council would only have authority over their own land and property and could not enforce beyond this remit.</p>
DOCUMENTARY EVIDENCE: (Internal/External)	<p>NED Committee documents and charter/policy</p> <p>Consultation results</p> <p>Complaints/Comments data</p> <p>National policy</p> <p>National campaigns</p>
STAKEHOLDERS:	<p>*RELEVANT PORTFOLIO HOLDER MUST BE INVOLVED IN THE REVIEW</p> <p>Joint Director of Environment and Enforcement</p> <p>Joint Assistant Director of Environmental Health</p> <p>Customer Standards & Complaints Officer</p> <p>Improvement Officer (Consultation)</p> <p>Portfolio Holder of Environmental Health & Licensing Leader</p>
CONSULTATION/ RESEARCH:	<p>Proposed public consultation via website and targeted consultation with specific local agencies/groups.</p>
SITE VISITS:	<p>None planned.</p>

TIMESCALE	ESTIMATED	REVISED	ACTUAL
Commencement	February 2021		
Interim Report/ Recommendations			
Finish (Report to Committee)			
Report to Executive			

SCRUTINY REVIEW OUTCOMES

CONCLUSIONS:

RECOMMENDATIONS:

DRAFT REPORT SENT TO DIRECTOR & ANY RELEVANT OFFICERS FOR COMMENT:

*DATE AND OFFICERS RESPONDING

DATE DRAFT REPORT CONSIDERED BY PORTFOLIO HOLDER:

DATE SIGNED OFF BY COMMITTEE/CHAIR:

DATE CONSIDERED BY EXECUTIVE:

DATE OF EXECUTIVE RESPONSE TO COMMITTEE:

POST-SCRUTINY MONITORING PERIOD:

DATE OF EVALUATION OF PROCESS: