

**ENVIRONMENTAL ENFORCEMENT ACTION PLAN 2013/14**

<b><u>Objective</u></b>	<b><u>Action</u></b>	<b><u>Timescale</u></b>	<b><u>Lead</u></b>	<b><u>Outcome</u></b>	<b><u>Comments/Areas for Improvement</u></b>
1. Determine Duty of Care arrangements of small and medium enterprises (SMEs)	i) Review databases to determine companies offering landscaping, gardening and waste collection services. Engage with businesses to ensure compliance	Oct 13 – Feb 14	Senior EHO in conjunction with Environmental Enforcement Assistants		
	ii) Review Duty of Care documentation of 20% of companies previously investigated to ensure continuing compliance.	Nov 13 – March 14	Senior EHO in conjunction with Environmental Enforcement Assistants		
	iii) Survey all food businesses in the workplace inspected during the year to determine compliance.	April 13 – March 14	Environmental Health Officers/Food and Safety Officers (F&S)		
	iv) Survey 2 industrial estates to determine Duty of Care arrangements.	Aug 13 – March 14	Scientific Officer		Also, determine any installations that require permitting under IPC/LAPC.
2. Work with partners to ensure vehicles capable of carrying waste/scrap metal are assessed and paperwork in	i) Undertake 2 Stop and Search exercises with Staffordshire Police, targeting waste vehicles.	To be arranged with Police agreement	Pollution Control Officer		
	ii) Develop information sharing arrangements with a neighbouring authority to tackle waste-	To be arranged with neighbouring authority's agreement	Environmental Protection Manager		Initiative to be progressed through Regional Groups as appropriate

order as necessary	related crime				
3. Raise awareness of Duty of Care and Flytipping	<p>iii) Implement new requirements of Scrap metal Dealers Act 2013</p> <p>i) Include information about Duty of Care and flytipping with literature on waste/recycling given or sent to residents.</p> <p>ii) Work with Estate Agents to make literature available to all buying and selling properties</p> <p>iii) Work with Housing both Council and Private Sector Housing, through the Landlords' Forum to provide literature to all tenants who have given/been given Notice to Quit, new tenants and mutual exchange tenants.</p> <p>iv) Promote £100 reward for information leading to the successful prosecution of flytippers.</p>	<p>September 13</p> <p>Ongoing</p> <p>Jan – March 14</p> <p>Oct 13 onwards</p> <p>ongoing</p>	<p>Pollution Control Officers in conjunction with Licensing Officers</p> <p>EP Manager/Waste and Engineering Manager / Finance</p> <p>Pollution Control Officer</p> <p>Environmental Protection Manager</p> <p>EP Manager / PR &amp; Marketing</p>		<p>Enhanced application process and compliance inspections</p> <p>Consideration of inclusion of information in waste/Recycling schedules and Council tax notifications.</p> <p>Preparation of suitable advisory leaflet for distribution to Estate Agencies</p> <p>As above</p> <p>Link with successful enforcement action/initiatives</p>
4. Reduce incidence of	i) Maintain signage in hotspot areas.	Ongoing	Environmental Enforcement		

flytipping	ii) Liaise with businesses to display signage & share CCTV images.	Ongoing	Assistants Pollution Control Officer in conjunction with Environmental Enforcement Assistants		
	ii) Deploy covert CCTV wherever considered appropriate and proportionate.	Ongoing	Pollution Control Officer in conjunction with Environmental Enforcement Assistants		
	v) Undertake covert surveillance whenever considered appropriate and proportionate.	Ongoing	Pollution Control Officer in conjunction with Environmental Enforcement Assistants		
5. Reduce littering	i) Display signage and posters/banners at hotspots, particularly in town centres.	Subject to resources	Environmental Enforcement Assistants		
	ii) Patrol hotspot areas.	Ongoing	Environmental Enforcement Assistants in conjunction with Staffs Police		
	iii) Maintain engagement with Schools in respect of Juveniles who litter.	Sept 2013	Environmental Enforcement Assistants		

6. Reduce Dog Fouling and promote responsible dog ownership	iv) develop multi-agency presentations for primary schools highlighting ASB including littering and dog fouling	Sept 2013	EP Manager and Environmental Enforcement assistants in conjunction with Community Safety Partnership		
	iv) Undertake covert litter patrols at fast food outlets.	Ongoing	Environmental Enforcement Assistants.		
	v) Engage with retail units and licensed premises in pedestrianised areas of town centres with view to displaying posters and providing cigarette stub bins for staff and customers.	Ongoing	Environmental Enforcement Assistants in conjunction with Licensing Officers.		
	vi) Issue Press Releases whenever successful prosecutions take place and at least twice in year to raise awareness of number of FPNs issued.	As appropriate	EP Manager in conjunction with PR & Marketing		
	i) Patrol hotspot areas for dog fouling.	Ongoing	Environmental Enforcement Assistants		
	ii) Stencil and maintain footpaths and cycleways across district.	Ongoing	Environmental Enforcement Assistants		
					Use Pubwatch as a forum for discussion regarding smoking areas/ smoking litter

	ii) Display signage wherever practicable to inform of responsibilities.	Ongoing	Environmental Enforcement Assistants		
	iv) Deliver awareness raising sessions on responsible dog ownership to primary Schools	April- June 2013 Sept 2013-Mar 2014	Environmental Protection Manager in conjunction with Noah's Ark		
	v) Promote micro-chipping of dogs initiatives to reduce strays requiring kennelling	Ongoing	Environmental Protection Manager in conjunction with Dog's Trust		
	vi) Work with voluntary and community groups to promote initiatives tackling dog fouling	Ongoing	EP Manager in conjunction with JOG		Provision of supplies of promotional materials eg dog poo bags and staff resources where appropriate