

Minutes of a meeting of the **JOINT PERFORMANCE MONITORING PANEL AND POLICY DEVELOPMENT PANEL** held in the Council Chamber, Council Offices, Priory Road, Spalding, on Tuesday, 16 July 2019 at 6.30 pm.

PRESENT

B Alcock	J L Reynolds	N H Pepper
J R Astill	E J Sneath	P A Redgate
M D Booth	A C Tennant	S C Walsh
C J T H Brewis	A R Woolf	D J Wilkinson
R Grocock	A C Beal	M Hasan
J D McLean	A C Cronin	G R D Rudkin
A M Newton	R A Gibson	

Apologies for absence were received from or on behalf of Councillors F Biggadike, J L King, S-A Slade and J Avery

In Attendance: The Executive Director – Place, Health and Safety Manager, Anti-social Behaviour Officer and Lead Democratic Services Officer.

1. ELECTION OF CHAIRMAN

Councillor Woolf was elected Chairman for the duration of the meeting.

2. DECLARATION OF INTERESTS

There were no declarations of interest.

3. CORPORATE ENFORCEMENT POLICY UPDATE

Members received a report by the Executive Director – Place which set out an update on corporate enforcement. It was noted that the Council was responsible for enforcing a wide range of legislation, with powers of enforcement usually delegated to individual officers in the various service areas concerned.

Enforcement action could take different forms including:

- Inspecting premises, processes, equipment or food;
- Investigating complaints about individuals and business;
- Providing advice about how to comply with the law;
- Taking action at Licensing Panels or undertaking Licensing Reviews;

Action By

**JOINT PERFORMANCE MONITORING
PANEL AND POLICY DEVELOPMENT
PANEL - 16 July 2019**

- Issuing fixed penalty notices, statutory notices or taking prosecutions.

All departments dealing with enforcement did so in line with the Corporate Enforcement Policy approved on 29th May 2018. All services adopted a graduated approach to enforcement; starting with compliance advice or warnings and progressing to other enforcement activity where proportionate and appropriate.

The Panel was pleased to learn that performance indicators had been created for the current financial year (commencing 1 April 2019), requiring all teams across the authority with enforcement responsibilities to report on their enforcement on a quarterly basis. An Enforcement Operational Managers Group has also been established to meet and refine enforcement activity across the Council.

Councillors considered and discussed the performance information for the period April – June 2019 along with enforcement case studies. In response to a number of questions the following key points emerged:

- Councillors thanked officers for the work that had been undertaken on enforcement and it was considered that the publicity around enforcement was having an effect.
- With regard to the 101 informal notice warning letters, different legislation was used for different circumstances. Information relating in particular to the actions following the informal action taken with regard to housing would be circulated to Councillors.
- It was noted that 98.4% of food hygiene inspections were rated 3 stars or above which indicated legal compliance. Councillors would be informed of what percentage were 5 stars. It was noted that inspections were carried out on a risk basis, with highest risk being factories and low risk being, for example, wrapped food at a filling station. Low risk inspections were carried out every couple of years, high risk every 6 months. There were currently 10 establishments below 3 stars. A rating would stay with the establishment until the next re-rating which applicants would have to pay for. There was no legal requirement for an establishment to display its star rating, but Councillors were invited to let Environmental Health know if they saw ratings displayed that were more than a couple of years

SS

**JOINT PERFORMANCE MONITORING
PANEL AND POLICY DEVELOPMENT
PANEL - 16 July 2019**

old.

- Informal notices had been used on 22 occasions by the Communities Team and issued by the Anti-social Behaviour Officer and Community Warden. They were issued for behaviour such as littering, spitting or failure to hand over alcohol in prohibited areas.
- Councillors discussed the problem of gathering evidence in cases of anti-social behaviour. However, the Anti-social Behaviour Officer invited councillors to speak to them about individual cases where, if applicable, enforcement action could be taken.
- The Panel noted that scrap dealers were licensed by the Council, but that unlicensed dealers could be intimidating and unlawfully collected rubbish may be fly-tipped. Residents were advised to always ask to see a licence and if it was not forthcoming then the Council should be informed. The number of licensed scrap dealers would be circulated to Councillors.
- Councillors noted that a report would be made to PMP about CCTV. It was hoped that the report would include figures that would be able to demonstrate the value of CCTV. It was agreed that it would be useful for Councillors to visit the CCTV control centre and a visit would be arranged to which all Scrutiny members would be invited.
- It was noted that although there were a number of officers dealing with enforcement across the Council, it was only part of their job and they had other duties in addition to enforcement.
- The Panel discussed how social media could be utilised for enforcement. Publicising action taken could act as a deterrent; however, residents should be encouraged to report incidents via the correct channels rather than on social media as this could not be monitored all of the time.
- The process of dealing with anti-social behaviour from the Council's tenants was considered. It was noted that tenancy agreements had been updated to be more explicit about the behaviour that was required.
- Councillors discussed a recent incident when travellers had arrived in the south of the district and had engaged in anti-

SS

DB, SS

**JOINT PERFORMANCE MONITORING
PANEL AND POLICY DEVELOPMENT
PANEL - 16 July 2019**

social and criminal behaviour. The Anti-social Behaviour Officer reported that they had co-ordinated the response to the issue and involved the police and Lincolnshire County Council. It was noted that that if there was an un-authorized camp then the Council would take action immediately. If safety was a concern, the Police have the powers to disperse a group and the Council would support the community that had been affected. In response to concerns raised by Councillors the Executive Director – Place reported that a protocol plan will be put in place that set out the multi-agency approach to such incidents. It was requested that in the case of any future incidents, local members are kept informed of action being taken.

SS, RW

- Councillors discussed the 'Grot Spots' that they were asked to nominate for improvement a few years ago. A progress report would be provided on these issues.
- It was noted that a noise app was being trialled by officers which could be used by residents to record noise nuisance. The app would send information directly to the Council. It would not be appropriate to use in all cases but could be a useful tool in fighting noise pollution.

AGREED:

1. That the content of the report be noted; and
2. That the updated performance figures are provided to the Performance Monitoring Panel through the quarterly Performance Overview Report.

4. ANY OTHER ITEMS WHICH THE CHAIRMAN DECIDES ARE URGENT

There were no urgent items.

(The meeting ended at 8.10 pm)

(End of minutes)