

Proposed new procedure for young people aged between 10 and 15 years of age

Education

1. Street Environment and Enforcement Service will carry out educational visits to all secondary schools at the beginning of each academic year where practicable.
2. Educational material will be sent to all secondary schools and higher education establishments for display.

Enforcement Monitoring

3. The officers will routinely patrol school approaches and problem areas for littering offences, in accordance with DEFRA guidance.

Procedure when witnessing an offence

4. Where littering is witnessed, the two enforcement officers will introduce themselves and show identification.
5. The officer will explain to the young person that given their age, they will be given the chance to put right what they have done, by agreeing to pick up their litter, and dispose of it properly.
6. The officer then obtains the name, address, age and date of birth of the alleged offender, together with the name and address of his or her parents or legal guardian.
7. The officer hands the young person a leaflet explaining what has happened, how a warning may be issued following consultation with YOT. An example leaflet is found in Annex 4.

Office procedure

8. On return to the office, the officer will verify records to confirm that the young person has not had a litter warning before, they will then liaise with YOT as to best course of action for that young person.
9. If not involved with YOT, an advisory letter will be sent to the parent/guardian, asking to confirm whether a warning is to be issued in person or by post.
10. A verbal or written warning will be given to the young person. The service will keep a record of all warnings until the child turns 18 years of age.
11. Where officers establish that the littering was a second littering offence, the letter to the parent will notify that an FPN is to be served on their child, and ask to confirm whether the FPN is to be issued in person or by post.

Paying the FPN

12. Every young person will be offered

- payment in full (reduced to £50.00 if paid within 10 days)
- payment by three instalments of £25.00, or
- two hours of littering picking in lieu of payment.

13. The chosen option will be confirmed in writing.

14. Litter picking will take place under the supervision of the SEO either during audit work in the ward, or at suitable hot spot areas, such as approaches to schools, car parks, recreational land and school grounds. The young person will carry out the pick after school or during lunch time periods, and be equipped with tabard, gloves and litter picker.

Non Payment

Non payment of an FPN will result in prosecution of a young person in the Youth Court.