

Proposed new procedure for young people aged 16 and 17 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 Appendix 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, 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.
10. Where officers establish that the littering was a second littering offence, the young person will be served with an FPN by post.

**Paying the FPN**

11. 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.
12. The chosen option will be confirmed in writing.

13. 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**

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



Street Environment & Enforcement Service
City of York Council
EcoDepot, James Street
York
YO10 3DS

LITTER WARNING

To: .....

Address: .....

On ..... you were stopped by an authorised officer of the City of York Council for leaving litter, namely

..... in the area of

.....

.....

Littering is an offence under section 87 of the Environmental Protection Act 1990.

On this occasion, you are being given a written warning for littering.

If you are seen to litter again, you will receive a fixed penalty notice for £75.00. A fixed penalty is offered rather than taking the offence to a Youth Court, but if not paid, could result in a court appearance, where, if found guilty of a littering offence you could receive a fine and a criminal record.

Littering spoils our city and costs £2 million a year to clear away. We would rather spend this money on improving York for those who live here. How would you spend it?

Please help keep York tidy by always using a litter bin. Please share this information with your friends.

Dated ..... Name .....

Signature .....
Authorised officer

I understand that this warning replaces a Fixed Penalty Notice for littering and I will help City of York Council keep York clean in future by taking responsibility for litter. I

understand that if I litter in future I could receive a Penalty Notice for £75.00 under the Section 88 of the Environmental Protection Act 1990.

Signature .....

Name in Capitals .....Date

.....  
*(If 10-15 years inclusive)*

Parents Signature .....

Date:.....

Please complete and return this slip to:

Street Environment & Enforcement Service, FREEPOST RRHE-EJKA-ARAH,  
Ecodepot, James Street, YORK, YO10 3DS