

28th June 2017

Environment & Enforcement Committee

Update on Neighbourhood Action Team

Report of: Dawn Taylor – Business Support Services Manager

Wards Affected: All wards

This report is: Public

1. Executive Summary

- 1.1 At the Environment & Housing Management Committee on 9th March 2017, it was reported that there had been an investment in Front Line Services to resource a team to assist with clearing fly-tips and hence allowing the Neighbourhood Action Team to return to working on requests from Members within their wards on a 15-week cycle.
- 1.2 The Neighbourhood Action Team has been working on Members ward requests since 3rd April 2017, and has nearly completed the first 15 week rota. The new rota commences Monday 17th July 2017 in Brentwood North (see Appendix A).

2. Recommendations

- 2.1 **Members to agree the arrangements for the Neighbourhood Action Team, and agree to actively participate in submitting on the request template to nats@brentwood.gov.uk two weeks prior to the team being in their ward.**

3. Introduction and Background

- 3.1 The work is on top of the daily scheduled work currently carried out by the Grounds and Street cleansing teams, and will enhance existing features and assets.
- 3.2 The new Rota will be circulated to all Members and Parish Clerks for them to note the week that the team will be in their ward. Parish Councils, resident groups, and residents should highlight any areas that they feel need attention to their Ward Member who will then collate and forward their requests to Officers.

- 3.3 Work schedules for the Wards will need to be forwarded to the Depot team two weeks prior to the team being in that ward in order for works to be scheduled in as they will involve a Supervisor checking requests, i.e. ensuring not on private land etc. Members will be advised of any tasks that are unsuitable for the team. Depending on the work load of the team please list your requests in order of priority. Ward Members within larger wards will need to liaise with each other on the requested work for their ward.
- 3.4 The Members Request system will still be available for requests that need to be dealt with prior to a wards scheduled week where appropriate, i.e. reporting of fly-tips, issues with collections, graffiti removal etc.
- 3.5 Members are requested to forward their requests to nats@brentwood.gov.uk email address and use the request template to advise officers of tasks they would like the team to undertake (see Appendix B).

4. Issue, Options and Analysis of Options

- 4.1 By Members submitting tasks on the request template to Officers in a timely manner will ensure that officers are able to check the tasks fully, and schedule them into the work rotas. This will then enable the Neighbourhood Action Team to undertake tasks/jobs within specific wards as requested by Members.

5. Reasons for Recommendation

- 5.1 The Neighbourhood team will enhance the work of the operational teams, and it will be an opportunity for Ward Members to liaise with Officers giving them details of hotspots that need attention within their wards. The work carried out should create a visual impact within wards making Brentwood a cleaner and greener place for all to enjoy.

6. References to Corporate Plan

- 6.1 The approval of the recommendations will benefit the street scene and environment. The Council is committed to providing an efficient, cost effective and responsive Street care service to residents aimed at keeping our street clean and creating a clean, green and sustainable environment to make the Borough an even better place to live, work and visit.

7. Implications

Financial Implications

There are no direct financial implications arising from this report. Members should note that in the Budget report 1 March 2017, an £80,000 growth was included in the base Budget for 2017/18 and future years for the Neighbourhood Action Team.

Name & Title: Jacqueline Van Mellaerts, Financial Services Manager
Tel & Email: 01277 312 829 jacqueline.vanmellaerts@brentwood.gov.uk

Legal Implications

Name & Title: Daniel Toohey, Head of Legal Services and Monitoring Officer
Tel & Email: 01277 312860 daniel.toohey@brentwood.gov.uk

There are no legal implications arising from this report.

Other Implications (where significant) – i.e. Health and Safety, Asset Management, Equality and Diversity, Risk Management, Section 17 – Crime & Disorder, Sustainability, ICT.

7.1 None

8. **Background Papers** (include their location and identify whether any are exempt or protected by copyright)

None.

9. **Appendices to this report**

- Appendix A - Neighbourhood Action Team Rota (Commencing Mon 17th July 2017 to week ending Fri 27 October 2017)
- Appendix B – NATs work request form

Report Author Contact Details:

Name: Dawn Taylor, Business Support Services Manager
Telephone: 01277 312668
E-mail: dawn.taylor@brentwood.gov.uk