



ANNUAL REPORT 2020

Corporate Enforcement

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INTRODUCTION

Setting the Scene

The Council recognises the importance of delivering a safe and clean environment for residents, visitors, and businesses throughout the borough. There is a strong correlation between the environment and people's physical & mental health, safety, and quality of life.

Corporate Enforcement was established back in October 2017 to bring together a raft of community safety issues that are key to local communities such as anti-social behaviour, fly tipping, parking, and low-level criminal activity.

The Council took the step to improve their enforcement activity to ensure that all its enforcement actions were proactive, robust, efficient and effective. It also recognises the importance of working with our partners to deliver a service that meets the needs of local communities and businesses. As well as robust and effective enforcement it is key to engage with our residents, visitors, businesses, partners and other groups to ensure that we are delivering a high-quality service that meets the needs of those who live, work and visit the borough.

The Team

The team has changed over the last 3 years and continues to work effectively with our partners and other colleagues across the Council. This pre-existing but small community safety team has continued to expand and currently consists of a Community Safety & CCTV Manager, an ASB Officer, a Corporate Enforcement Officer, and an ASB/Enforcement Officer. These are the four members that form the Corporate Enforcement team.



The Team

Pictured here with the Leader of the Council Cllr Chris Hossack and their enforcement vehicle.



Training & Development

During the last 3 years the team have undergone a fast-paced training regime to ensure they have the required enforcement powers to deliver an effective service. This includes Community Safety Accreditation (CSAS) through Essex Police, Civil Enforcement Officer (CEO) for parking enforcement, TruCam speed camera training for Essex Police, First Aid training and more.

“The enforcement team has gone from strength to strength in a very short space of time and I am very keen that they continue to make progress in tackling some of the key issues that matter to Brentwood residents such as fly-tipping and unsafe parking. They are a very capable and motivated team who have the full backing of The Council in improving our town and tackling issues”.

Cllr Hossack, Leader of the Council

Looking Ahead

As mentioned, communication and engagement are key to keep us accountable but also ensure residents, visitors, business and partners are informed about our work and successes achieved. Whilst the team is still developing and transforming, and with the global pandemic pushing limits for everyone we are committed to report on our activity. This Annual Report provides an insight into the team, our work, our successes, and future plans.

OUR PERFORMANCE

As a team we are dedicated to be delivering a high standard of service which is focused on the needs of the local communities we serve. As already mentioned, a key element is to ensure we report on our activities and to be held accountable for action taken. This report aims to detail performance, enforcement action, engagement, training & development.

We are passionate about delivering a quality service whereby incidents are assessed to allow for proactive and effective action to be taken where necessary. Our focus is centered around these four key areas:

- **Engagement**
- **Encouragement**
- **Education**
- **Enforcement**

The report focuses on activities undertaken for the period 1st October 2019 to 31st September 2020. This year's statistics will be affected by COVID-19 and the impact it has had across every area we endeavor. The team have had to adapt to work in new ways as to remain proactive and effective, ensuring Brentwood can continue to operate and remain safe. Nevertheless, it will provide a benchmark against which we can ensure that we are accountable but also allow us to review our processes to ensure we are best placed to be able to deliver a safer borough.

All data and information provided in this report covers the reporting period 1st October 2019 - 31st September 2020



FACTS AND FIGURES

Anti-Social Behaviour

There are several ways in which we tackle incidents in relation to anti-social behaviour (ASB). We work extremely closely with other agencies, in particular Essex Police, undertaking joint visits and patrols.

ASB remains a priority for the team and despite some positive results there has been a drastic increase in reports since COVID-19. During the months of June & July there was a 300% increase in reports of ASB, both Brentwood Borough Council and Essex Police bore the brunt of these reports. We have continued to work alongside Essex Police and partner agencies to monitor our hotspot areas and help deter both housing and community ASB in the Borough.

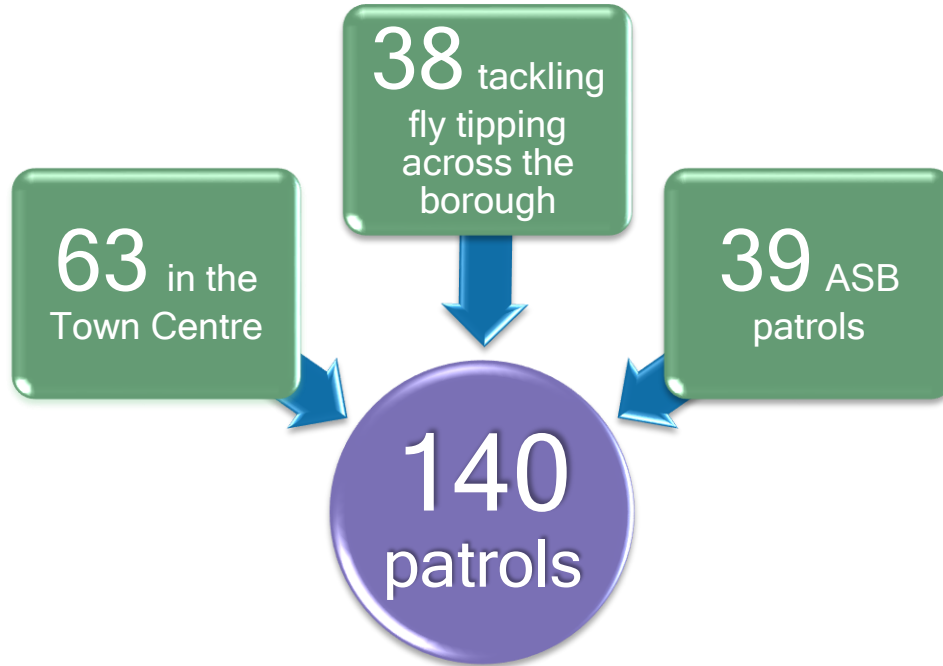
In total the team have received 262 reports. Of those reported 239 have been referred or closed. There are currently 23 open cases being dealt with by the team. Remedies we use to tackle incidents of ASB include a range of powers. Below is a breakdown of the powers used in the reporting period.



*The first Closure Order obtained by the Council and delivered during the pandemic to protect a vulnerable resident.

Patrols

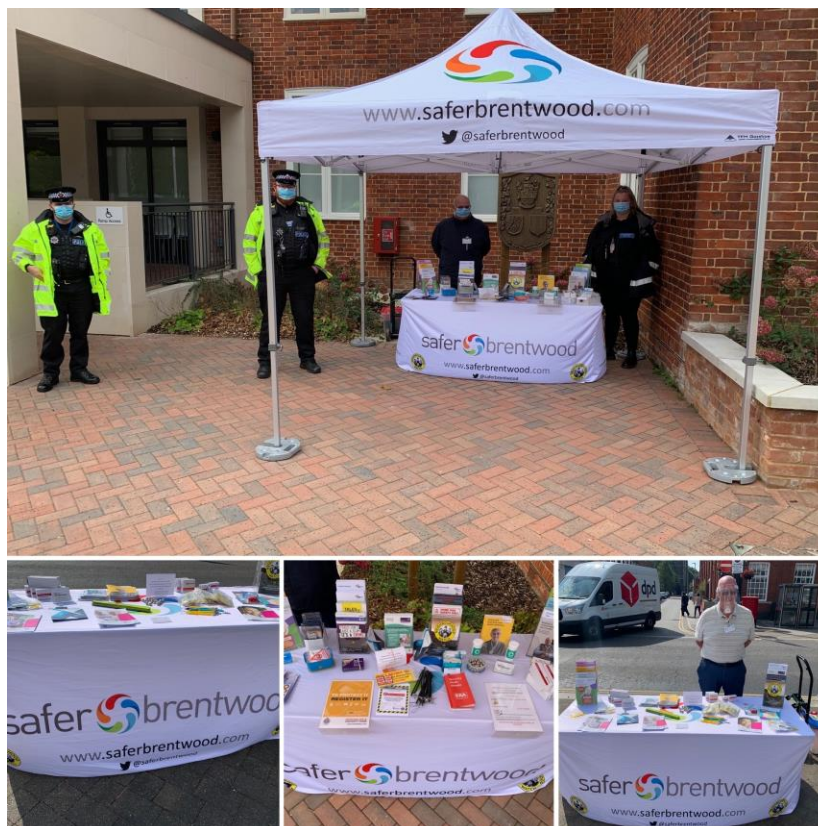
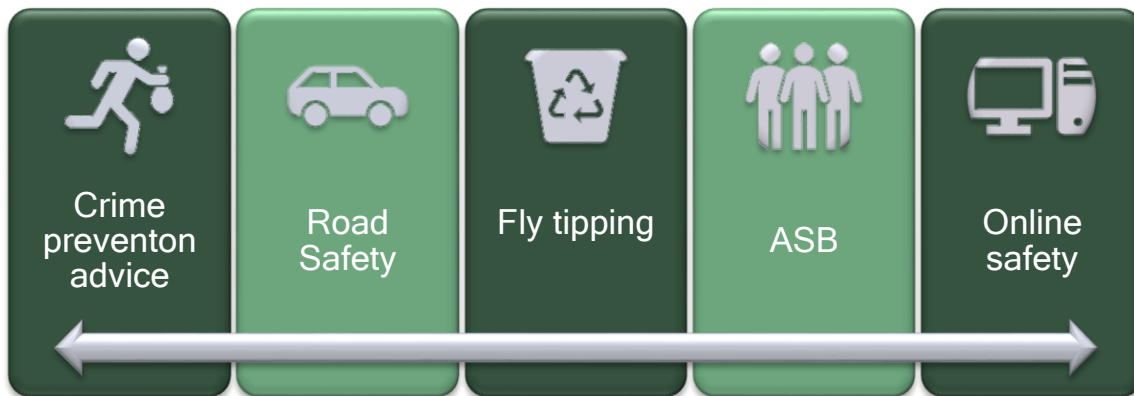
Another key part of our role is to be visible in order to reduce potential incidents but also reassure communities. Patrols undertaken for the reporting period include those on foot and in our dedicated enforcement vehicle:



In addition to our enforcement patrols we also co-ordinate and take part in multi-agency patrols. During the reporting period the team have supported the South Essex Parking Partnership (SEPP) in dedicated on-street parking enforcement around local schools and during the nighttime economy. This resulted in over 600 Penalty Charge Notices being issued.

Engagement Events

We believe that communication is key and therefore have a robust and effective engagement programme. With the support of partners such as Neighbourhood Watch, Essex Police, Crime Stoppers, and Essex County Fire & Rescue Service we have delivered a whole series of engagement events throughout the reporting year. Each engagement event will focus on a theme from:



A total of **33** events across the borough

Various online & virtual campaigns including strawberry Fair, Crimestoppers & Burglary

5 Senior Safety Roadshows

10 libraries

10 High Street Locations

6 Community Hospital

Due to the global pandemic, there has been a lot less face to face engagement, with big events borough wide being cancelled. Nevertheless we have sought new and innovative ways to engage virtually with campaigns, zoom calls, Facebook events and twitter interactions. There are active Twitter accounts @saferbrentwood and @BBCEnforcement and @brentwoodnhw for all to follow.

Environmental Crime

Environmental crime can have a significant detrimental effect on communities and the corporate enforcement team have worked hard to address issues raised by residents across the borough. Fly tipping is a key priority for the Council and our partners. The team have proactively tackled a number of key issues including the following:

158

Warning letters for early presentation of waste

To educate residents on how to present their waste for collection

3

Section 108 Notices

A formal Notice requesting further information. If no response, punishable through the Courts

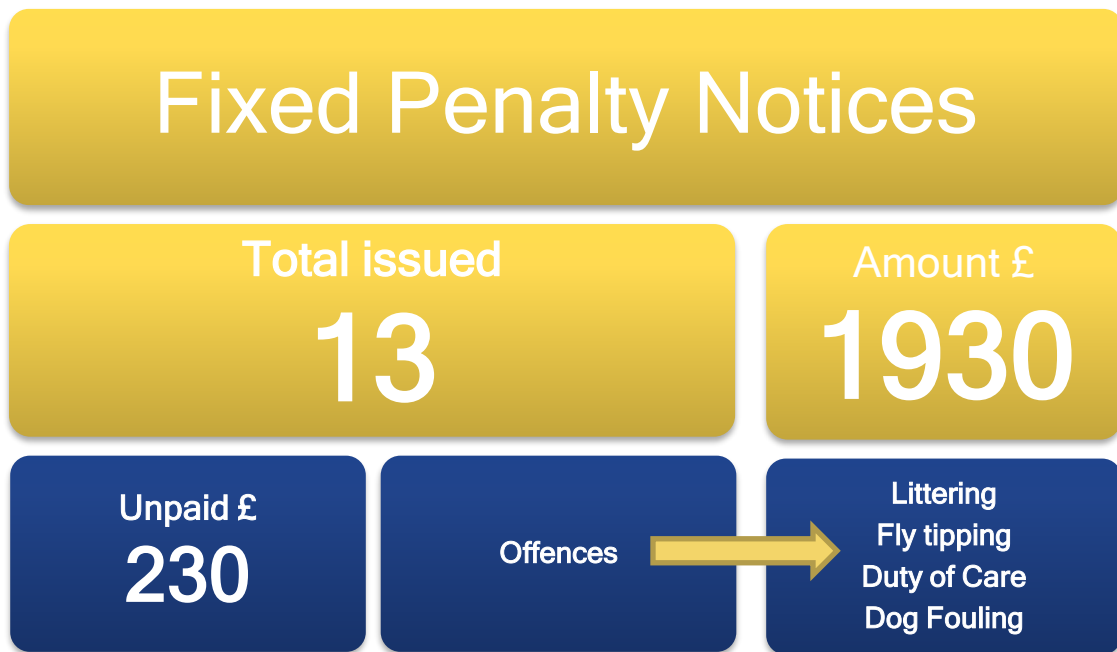
29

Section 46 Notices

A formal Notice issues for incorrect presentation of waste. Punishable by Fixed Penalty

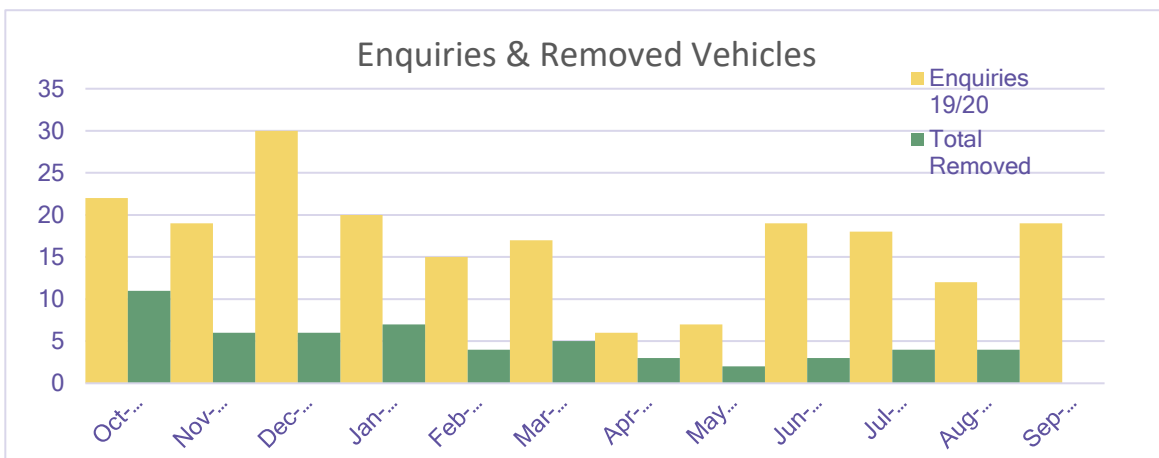
Fixed Penalties Issued

A key element of ensuring our enforcement activity is proactive, effective and timely officers have been provided with the appropriate tools to respond to issues without any unnecessary delays. Therefore, each officer has been issued with a Fixed Penalty Notice (FPN) book covering a number of offences. This enables officers to issue on the spot fines when appropriate to do so. Each FPN issued is recorded in their books and added to a central register for recording purposes. The following table provides details of FPNs issued for the reporting period.

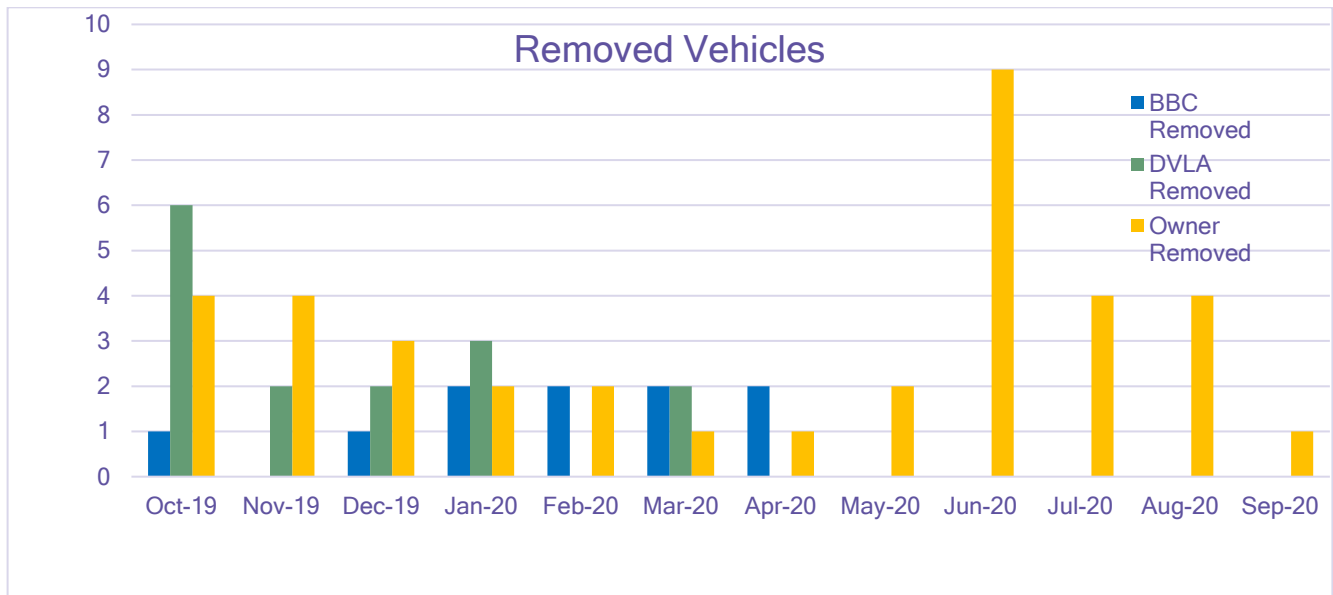


Abandoned Vehicles

The team also deal with abandoned vehicles on the Highway. Figures for the reporting year are shown in the following graphs. It details the number of enquiries against vehicles removed.



For the reporting period the team dealt with a total number of 204 enquires for abandoned vehicles



During the months of April to October there was no DVLA enforcement

Fly Tipping

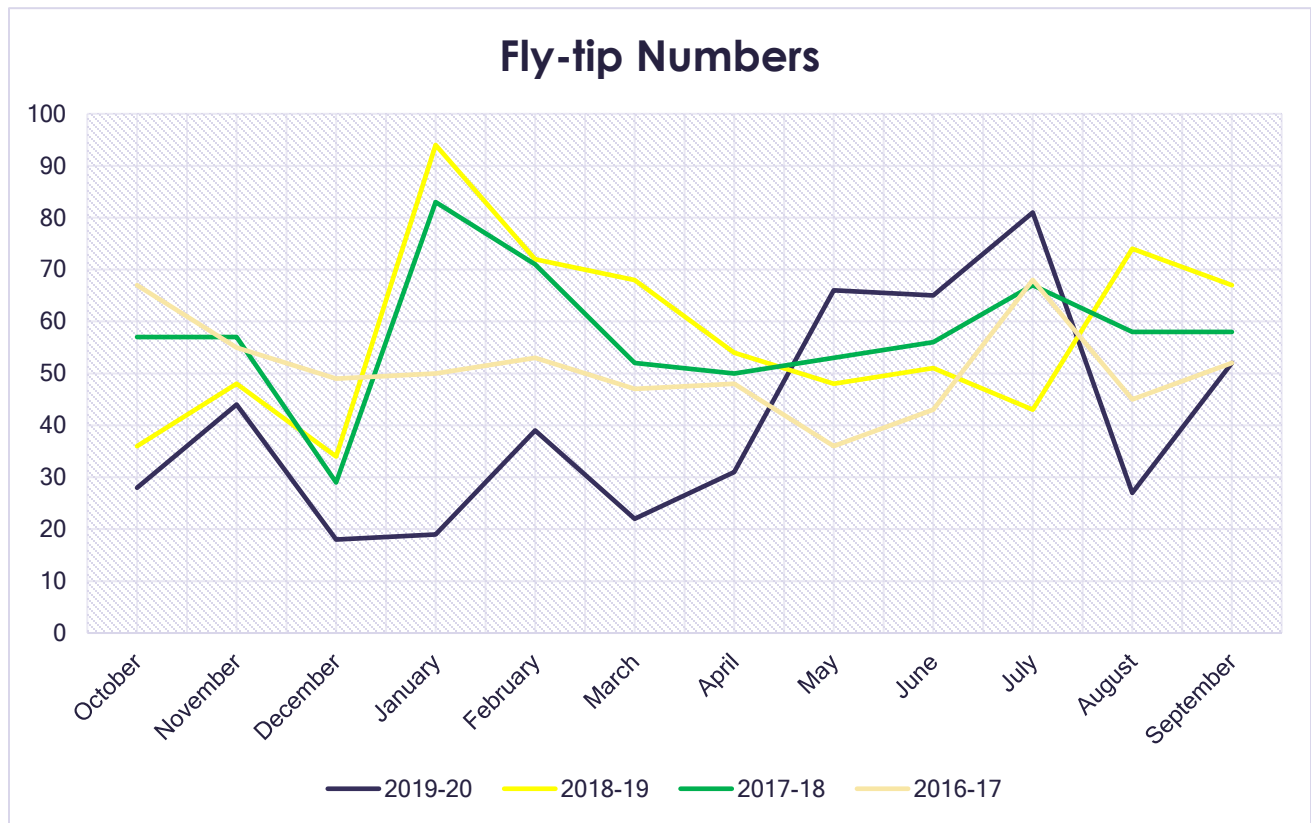
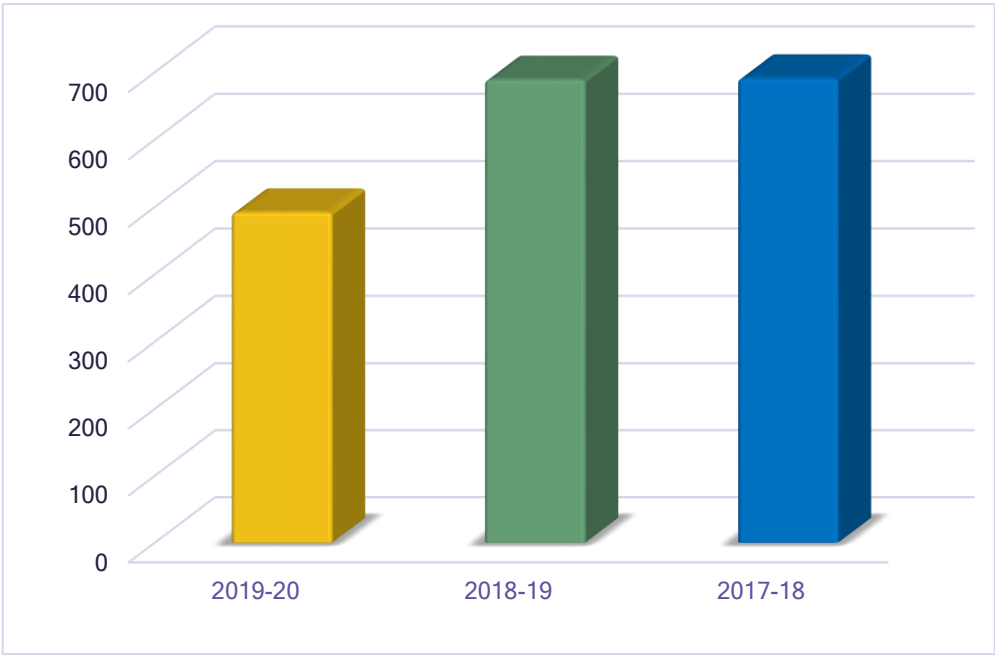
Our communities have several key issues that affect them. However, the most visually unpleasant and costly is fly tipping. The team recognises the blight of fly tipping in the Borough and have worked with local communities and partners to look at ways in which we can reduce the opportunity for those intent on fly tipping. A key factor is tackling the issue in a proactive and effective way is firstly understanding the extent of the problem, where the hotspot locations are, the kinds of fly tips, and any contributing factors. This will better inform the enforcement activity undertaken by the team and the potential to target harden.



Fly tipping has been a huge area of focus alongside other competing priorities and is a balance between education and enforcement. The table below shows a comparison on the number of fly tips over a three-year period including by month to provide a comparative.

Totals

The graph shows total numbers of fly tips for each year of a three-year period from 2017.



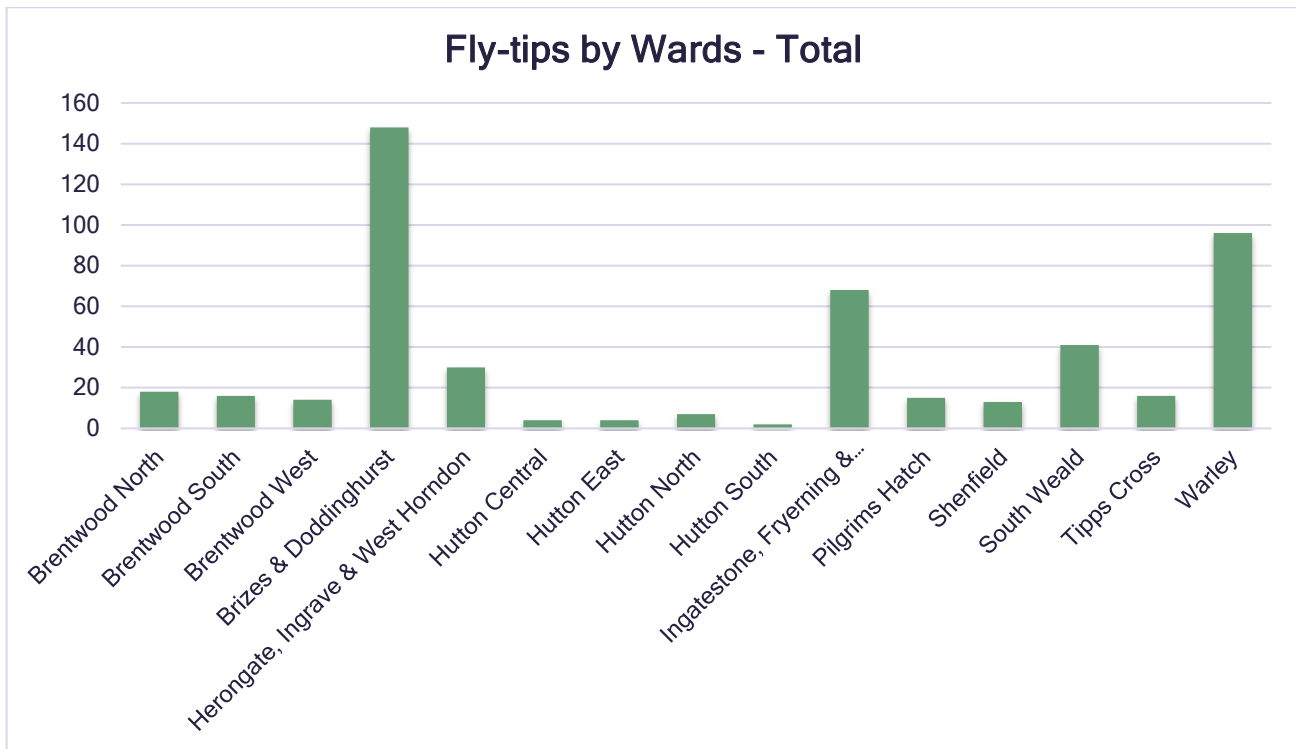
The following table details the fly tips over the reporting period that have been reported to and removed by the Council by waste types. This currently does not include fly tipping on housing land.

Waste Type	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Total	Totals
Bags - Household	3	1	3	3	5	2	7	9	6	13	3	15	70	253
Household - Other	15	20	6	6	13	8	9	34	24	24	11	13	183	
Blue Bags (Trade)	0	0	0	1	0	0	0	0	1	3	0	1	6	97
Commercial - Other	2	5	3	4	5	5	5	6	12	24	7	7	85	
Chemical Drums	0	0	0	0	0	0	0	0	0	0	0	1	1	
Other Electrical	0	0	0	0	0	0	0	0	0	0	1	1	2	
Clinical	0	1	0	0	1	0	0	0	0	1	0	0	3	
Asbestos	0	0	0	0	0	0	0	1	0	0	0	3	4	
Construction	3	1	1	1	2	1	1	1	4	2	0	0	17	97
Tyres	0	1	1	2	3	1	3	0	0	2	1	0	14	
Vehicle Parts	0	4	2	0	2	0	2	1	2	0	0	1	14	
White Goods	2	4	2	0	2	1	1	3	1	3	3	3	25	
Green	0	2	0	1	3	1	0	11	10	7	1	6	42	
Unidentified/Other	3	5	0	1	3	3	3	2	5	2	0	1	28	
Grand Total	28	44	18	19	39	22	31	68	65	81	27	52	494	

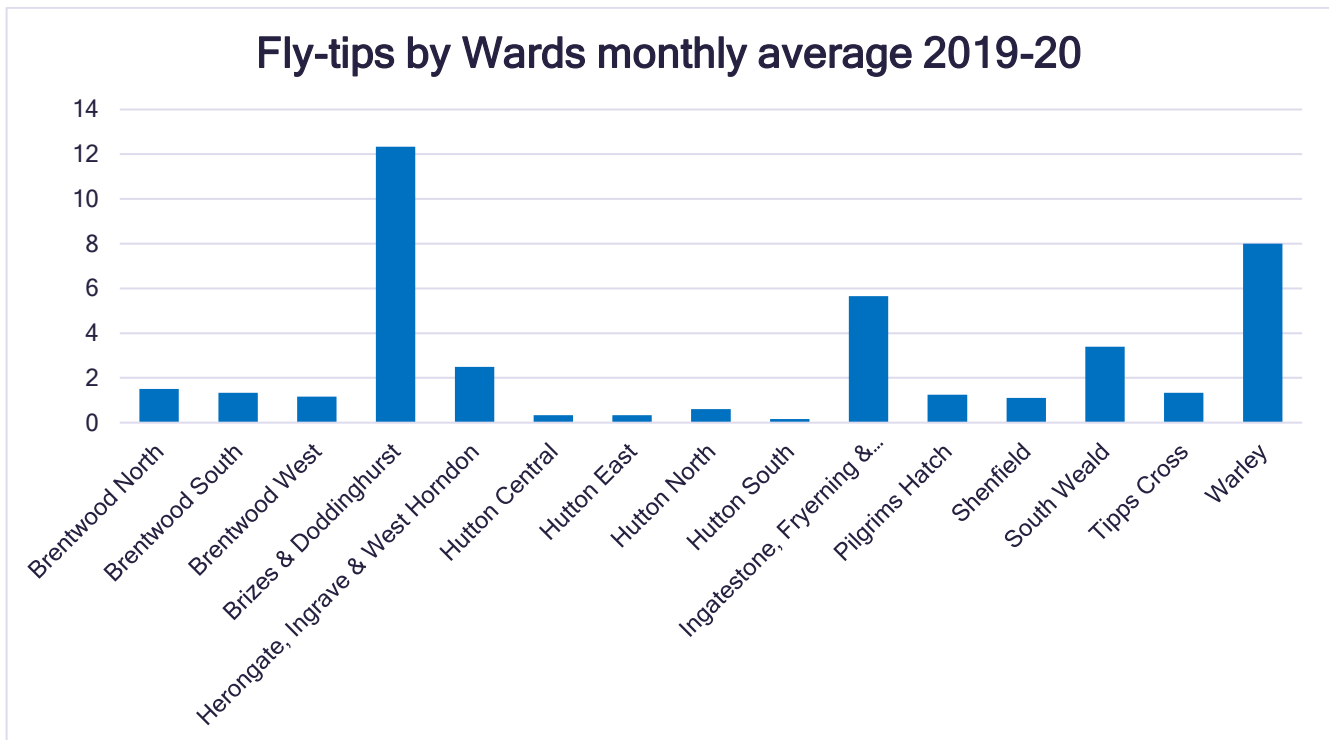
The figures have identified the importance of educating residents and businesses around the duty of care which is something the team have recognised and is highlighted in the engagement section of the report.

The next set of graphs detail fly tips by ward. In order to provide more detail and evidence of where to focus our activity we have also included a breakdown of the monthly average.

Fly-tips by Wards - Total

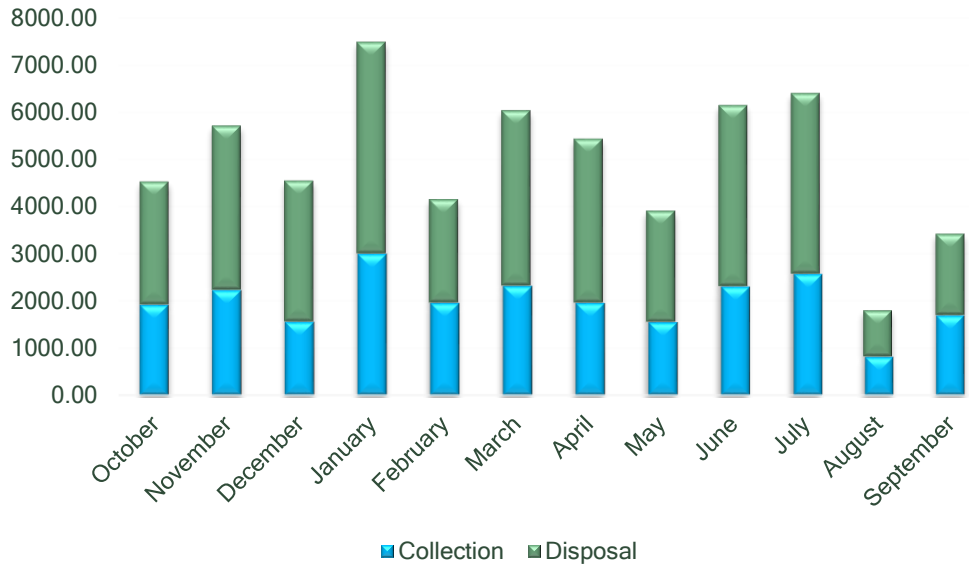


Fly-tips by Wards monthly average 2019-20



Fly tipping as mentioned earlier is a blight on communities but also has significant cost implications to the Council and Essex County Council who pay for disposal costs. The final graph provides a breakdown of estimated cost of removal and disposal by month for the reporting period.

Estimated Fly-tip Costs 2019-20



Parking Enforcement

Brentwood Borough Council have now signed a Service Level Agreement (SLA) with South Essex Parking Partnership (SEPP). This enables the team to use their previously gained powers to issue Penalty Charge Notices (PCNs) for parking contraventions.

This will enable enforcement officers to undertake out of hours parking enforcement on behalf of (SEPP). Whilst enforcement officers will not be responsible for on street parking it will enable the team to be more visible during evenings and weekends (including bank holidays).

This has been a really positive step forward to ensuring the enforcement officers have all the necessary powers to be able to enforce across a wide range of issues. Parking is always raised as a concern for residents, so the team have responded in a positive manner to ensure our communities feel listened to.

Since obtaining the equipment needed to issue PCNs the team have issued over 250 to cars parked in hot spot areas including the High Street, Brentwood Road and Brook Street.

PRESSURES OF COVID-19

COVID COMPLIANCE

Since the government have issued tighter restrictions on licensed premises and social gatherings, the team have assisted in COVID-19 compliance with and on behalf of Essex Police. This has consisted of the visits to premises to ensure the legislation is being adhered to and having a visible presence across the Borough.



CONCLUSION

The report hopefully provides an insight into the activity of the team and sets a benchmark for future reporting. The team is continuing to grow in regard to powers and experience, it will continue to do so to adapt to an ever-changing environment and competing priorities for the borough. This will mean that the Council will have a core team of officers who have powers to deal with a wide range of issues that have been identified by residents, visitors and businesses.

Brentwood is leading the way in the development of the corporate enforcement team and significant results have been materialised that have been recognised not only by our local communities but also our partners and other local authority areas who have approached us for guidance and support.

From the outset it has been our intention to be open and honest about our activity and whilst performance has its place, compliance is our aim. If we can achieve compliance without enforcement that is our preferred option. However, the corporate enforcement team have adopted a firm but fair approach which is both proactive and effective.

Our aim is to build on our success and continue to grow and develop as a team providing a service to residents, businesses and visitors that creates a safe, clean and thriving environment for all to enjoy.