

**OFFICER DELEGATION
SCHEME**

TO BE UPLOADED TO THE INTERNET BY DEMOCRATIC SERVICES

Date: 31/3/2020	Ref No: 100
Type of Operational Decision:	
Executive Decision <input type="checkbox"/>	Council Decision <input type="checkbox"/>
Status: For publication	
Title/Subject matter: Restrict Environmental Health Statutory Nuisance Enforcement activities during COVID-19 Lockdown period.	
Budget/Strategy/Policy/Compliance – Is the decision:	
(i) within an Approved Budget	X
(ii) in accordance with Council Policy	X
Equality Impact Assessment [Does this decision change policy, procedure or working practice or negatively impact on a group of people? If yes – complete EIA and summarise issues identified and recommendations – forward EIA to Corporate HR]	
<p align="center">Affects all customers equally.</p> <p align="center">The restriction in Environmental Health Statutory Nuisance Enforcement does not discriminate against any disadvantaged or vulnerable people.</p>	



Details of Operational Decision Taken [with reasons]:

Postpone Environmental Health Statutory Nuisance Enforcement action and limit it to remote working practices and informal resolution of complaints. This will reduce unnecessary and avoidable contact with the public and protect the safety of staff during the COVID-19 pandemic Lockdown period.

From the date of the Operational Decision all noise and statutory nuisance complaints will be investigated normally but will include an extended period of monitoring and evidence gathering with enforcement decisions being delayed until after the COVID-19 Lockdown period.

The Neighbourhood Enforcement Team will continue to utilise the existing Noise APP software which allows customers to submit recordings of alleged noise nuisance to support complaints. Officers will now, temporarily restrict activities to reviewing the information received and only providing relevant advice during the extended monitoring period. Affected Customers/Cases expectations will be managed and they will be contacted and informed of the temporary changes to service delivery.

Any enforcement action will be delayed until an appropriate future time after the Lockdown period. These jobs will be reviewed regularly and customers contacted once Environmental Health officers are able to safely visit/serve notice/undertake works in default to remedy complaints effectively.

Decision taken by:	Signature:	Date:
Assistant Director, Neil Long		01/04/2020
Executive Director or Chief/Senior Officer		01/04/2020
Members Consulted [see note 1 below]		
Cabinet Member/Chair		
Lead Member		
Opposition Spokesperson		

Notes

1. It is not generally a requirement to consult with any Members on Operational Decisions but where a Chief Officer considers it necessary to consult with the appropriate Cabinet Member and/or Lead Member, they must sign the form so as to confirm that they have been consulted and that they agree with the proposed action. The signature of the Opposition Spokesperson should be obtained to confirm that he/she has been consulted.
2. **This form must not be used for urgent decisions.**