

Draft protocol for community clean ups

Introduction

The Area Committee will support community clean ups where residents take the lead in cleaning up their neighbourhood. Support for such initiatives is already provided with the well established community skips scheme and joint arrangements also exist with AVHL. Because of increased demand by Members and residents for this type of provision a protocol is being developed to deal with these requests.

The aim of this protocol is to ensure that these requests are dealt with in a timely co-ordinated way to maximise residents' 'ownership' of solutions to problems in the environment and to add value to residents who volunteer their time to cleaning up their communities. This approach meets the Integrated Locality Working design principles in particular:

“ Engage communities in a way that supports residents in develop local priorities, holding services to account, enabling them to do more for themselves and developing a sense of pride and belonging in their local neighbourhood.”

Requests for support for community clean ups will be handled within this protocol by the Area Support Team, Customer Access and Performance and by the Environmental Services Locality Manager within the budget/resources available.

Protocol for handling requests

1. The proposed clean up must have the support of at least one Elected Member for the Ward concerned.
2. A minimum of 3 weeks is needed between the request and the proposed time for the clean up.
3. Area Support Team will deal with requests and obtain information about the clean up as detailed on the attached sheet. The clean up must be of a communal/public area.
4. The Environmental Services Locality Manager is to decide what support is appropriate and can be provided and on days available e.g.:
 - a. loan of equipment e.g. litterpickers, hi vis jackets
 - b. support from path/street mechanical sweepers
 - c. vehicle to collect bags at end of clean up
 - d. environmental enforcement action to support the clean up.
5. The decision about the support to be provided is to be made within the overall aim of responding to residents' wishes and supporting Locality working.
6. The Environmental Services Locality Team is to keep a record of what is provided for each request.
7. Area Support Team to be responsible for responding to requests for skips (following current protocol for sending request to appropriate Ward Councillors)

8. Area Support Team will be responsible for liaising with the residents' group for publicity about the clean up e.g. producing flyers, press releases (if needed).
9. Area Support Team will liaise as appropriate with Elected Members and Environmental Services Locality Manager to monitor and review this protocol.

Community Clean ups: checklist

Date of request	
Name of group	
Contact address	
Contact phone number	
Contact email	
Name of person making request	
Area to be cleaned	
Proposed date/time for clean up (what flexibility in date/time?)	
How many people likely to be involved	
Clean up agreed with Ward Councillor – name and date	
Support needed e.g.	
– Skips	
– Litter pickers	
– Rubbish bags	
– Hi vis jackets	
– Rubbish bags to be collected	
– Path/Street sweeping	
– Environmental enforcement	
Support discussed and agreed with Environmental Services Locality Manager	
Involvement of other services/liase with other services as appropriate e.g. AVHL, Parks and Countryside	
Publicity produced:	
– Flyers	
– Press release	