

## Freedom of Information Request 1107-17

### Request and Response

I am writing to request the following information under the Freedom of Information Act.

Will you provide me with the guidance issued to litter enforcement officers by both yourselves and Kingdom Security

Provide any training manuals and guidance used by RMBC & Kingdom Security for litter officers.

Provide any other manuals, training documents or guidance offered to anyone who issues fixed penalties for Littering.

**Officers receive both generic and specific enforcement training dependant on need and in enforcing litter legislation they are often trained by existing members of staff to issue enforcement notices and general enforcement practice.**

**Any training materials for enforcement staff employed by the Council are not held by the Council as they are provided to the officer at the time of training by the training organisation. Those documents are copyrighted material by those organisations and we are unable to provide copies.**

**Two documents are attached which provide the procedures for Rotherham Council employees within the Community Protection team. The first is a procedure for issuing fixed penalty notices and the second is guidance for officers on using pocket note books for recording evidence.**

Provide information on the number of fines issued for littering in 2017

Provide information on the number of cancelled fines for littering in the year 2017

**During 2017, 5,774 fined penalty notices were issued for littering with 74 being cancelled.**

Provide information on the agreement between RMBC and Kingdom Security with specific reference to where the money collected from payment of fines goes and how it is split between RMBC & Kingdom Security.

**The agreement between the Council and Kingdom is to provide patrolling and issuing Fixed Penalty Notices for Littering and Dog Fouling throughout the borough of Rotherham.**

**The calculation of the revenue collected from fines is that the Council receive the value of each paid fine and from that pay Kingdom a fee of £42.50 for each fine correctly issued.**

Provide any other information on the agreement between Kingdom Security & RMBC

**We need to have more specific details of what 'other information' constitutes.**