

# **Noxious Odour Procedure**

**(Residential Premises)**

**Anti-Social Behaviour  
Core Priority Group**

# Introduction

## What, why and how...

- What is a Noxious Odour Procedure?
- Why do we need one?
- How did we make it happen?

## Developing the Noxious Odour Procedure

### Challenges:

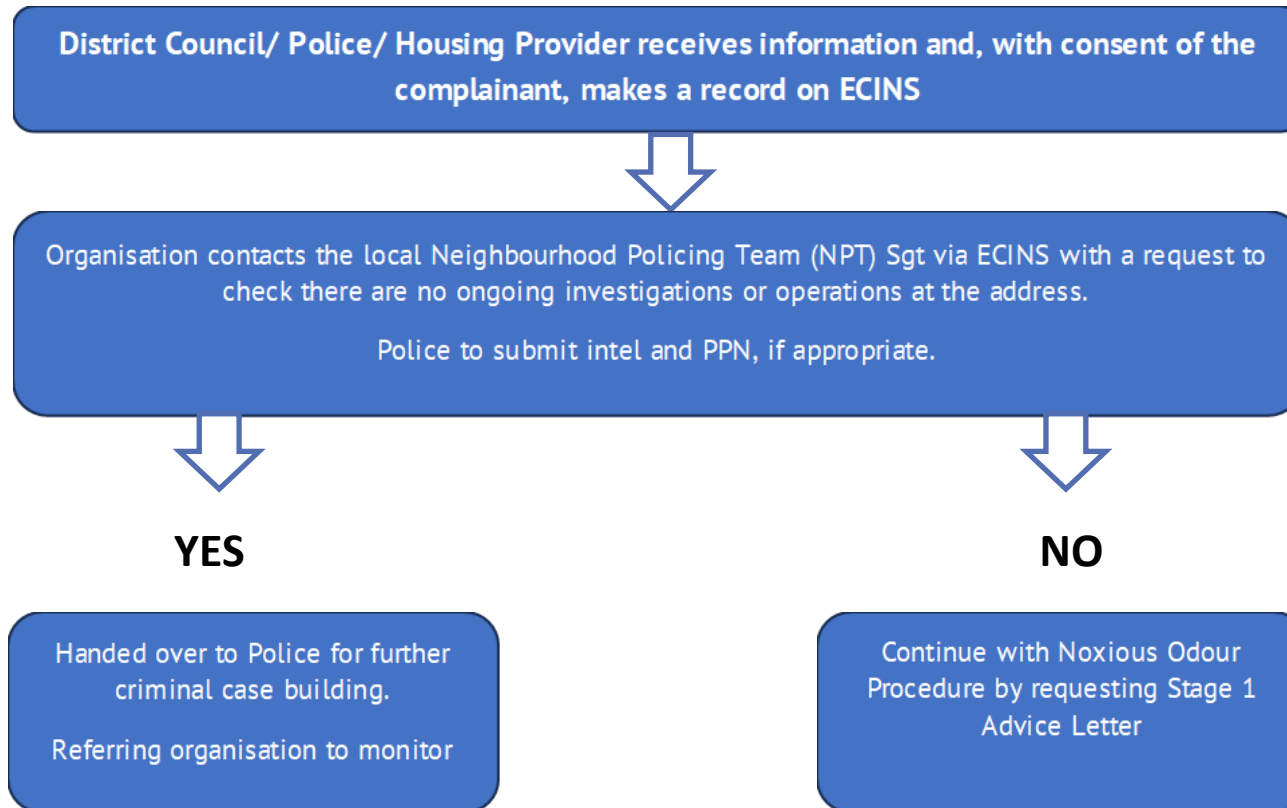
- Managing public expectations V's Evidence
- Considering any underlying issues around people's cannabis use
- Ongoing criminal investigations at the property
- Resource to respond to complaints

## Developing the Noxious Odour Procedure

### **Trial:**

- Led by North Kesteven District Council
- Using the ASB Incremental Approach
- Some success but required a wider multi agency response
- Task and Finish Group established
- First draft protocol developed and piloted in Boston

## Boston Pilot Workflow Map



# Boston Pilot Workflow Map Description



## Step 1:

- District Council / Police / Housing Provider receives information and, with consent of the complainant, makes a record on ECINS (our case management system).

## Step 2:

- Organisation contacts the local Neighbourhood Police Team (NPT) Sargeant via ECINS with a request to check there are no ongoing investigations or operations at the address. Police to submit intel and Public Protection Notice (PPN), if appropriate.
- If yes, proceed to step 3
- If no, proceed to step 4

## Step 3:

- Handed over to Police to further criminal case building and for referring organisation to monitor

## Step 4:

- Continue with Noxious Odour Procedure by requestion Stage 1 Advice Letter.

## Stage 1 Advice Letter:

- An informal advice letter is sent to the perpetrator detailing the impact of the odour and the importance of respecting those around them.
- This letter is sent out via the postal system.
- A letter is also sent to the complainant advising them of the action taken.

## Stage 2 Advisory Letter:

- Is sent if a further report is received within 6 months of the date the Stage 1 Advice Letter being sent.
- A further advisory letter will be administered to the perpetrator.
- This letter will be hand served to the perpetrator by the Local Authority ASB Officer / Housing Association Officer (if applicable) and member of the Police Neighbourhood Policing Team (usually a rank of CBM/SGT or above)
- A letter with diary sheets enclosed will also be administered to the complainant.
- Trigger Point for We Are With You Service Referral



## **Stage 3 Community Protection Notice Warning Letter (CPNw):**

- Issued if a further report is received within 6 months of the date the Stage 2 letter being sent.
- Evidence gathered to demonstrate a persistent and unreasonable detrimental impact.
- The CPNw is hand served by the Local Authority ASB Officer and member of the Police Neighbourhood Policing Team (usually a rank of CBM/SGT or above).
- 2nd Trigger Point for We Are With You Service Referral

## Stage 4 Community Protection Notice (CPN)

- Issued if a further report is received within the timescale set within the CPNw.
- The CPN is hand served by the Local Authority ASB Officer and member of the Police Neighbourhood Policing Team (usually a rank of CBM/SGT or above).

### **If the CPN is breached:**

- If a further report is received which is in violation of the conditions set within the CPN breach action will be taken.
- Is dealt with via the Magistrates Court.

## Outcome of Boston Pilot

- Ran between March and October 2023
- 6 Stage 1 Advice Letters issued
- 2 Stage 2 Warning Letters issued
- 0 Community Protection Notice Warning Letters issued

- The Lincolnshire Noxious Odour Procedure formally launched on Tuesday 14th November 2023
- ASB CPG to monitor activity to ensure compliance and address any identified issues

**Any Questions?**