

Date: «Printed_Date»
Ref: «Notice_Number»
Contact: Civil Enforcement Team
Direct Dial: 01934 888030
Email: fpn@n-somerset.gov.uk



Dear Parent/Guardian of
«Offender_Title» «Offender_ForeName» «Offender_Surname»
«Corresp_Business_Name»
«Corresp_Address_Line_1»
«Corresp_Address_Line_2»
«Corresp_Address_Line_3»
«Corresp_Town»
«Corresp_County»
«Corresp_Post_Code»

Civil Enforcement
Development and Environment
North Somerset Council
Floor 1, Town Hall
Weston-super-Mare
Somerset
BS23 1UJ
DX 8411 Weston-super-Mare

Dear Parent/Guardian of
«Offender_Title» «Offender_ForeName» «Offender_Surname»
Juvenile Enforcement Procedure – 2nd Offence

The above named juvenile has been identified as committing a second environmental crime offence, namely «Notice_Contra_Long_Desc» in the location of «Notice_Issue_Location» («Notice_Area_Name»), on «Notice_Contravention_Date» at «Notice_Contravention_Time», by «Notice_PA_IC» an authorised officer of North Somerset Council.

On a review of our database records we can confirm that, «Offender_Title» «Offender_ForeName» «Offender_Surname», was spoken to previously regarding a similar offence. A follow up letter to the first offence was sent to you as the parent/guardian of «Offender_Title» «Offender_ForeName» «Offender_Surname».

«Offender_Title» «Offender_ForeName» «Offender_Surname» continued offending and this has now resulted in the implementation of the second step of the juvenile enforcement procedure. Consequently an appointment has been made on , **insert date**, for both «Offender_Title» «Offender_ForeName» «Offender_Surname» and a parent or guardian, to attend **insert venue** where «Offender_Title» «Offender_ForeName» «Offender_Surname» will be spoken to and advised of the consequences of his/her actions and what the next steps would be.

Failure to attend this appointment will result in «Offender_Title» «Offender_ForeName» «Offender_Surname», being issued with a Fixed Penalty Notice or offer of Restorative Justice, for the offence of «Notice_Contra_Long_Desc».

If you would like to discuss this further or have any information with regard to this investigation then please contact the Civil Enforcement Team via the details above.

Yours sincerely

*A great place to live where people, businesses and communities flourish.
Modern, efficient services and a strong voice for North Somerset.*

www.n-somerset.gov.uk
Town Hall, Weston-super-Mare BS23 1UJ



Note Enter digital signature of decision maker

#OURSPACE
Public Space Protection Orders

EXAMPLE

ENFORCEMENT POLICY

The service has a written enforcement policy, which includes the approach that we will take to ensure compliance with environmental protection law, you can view this policy by visiting our website www.n-somerset.gov.uk/pspo

This letter can be made available in large print, audio, easy read and other formats.

Documents on our website can also be emailed to you as plain text files.

Help is also available for people who require council information in languages other than English. For more information contact the sender of this letter.

The content of this communication is meant for disclosure to the intended recipient(s) only. If you have received this in error, please notify the sender and destroy the communication without copying it or forwarding it.

You should be aware that all communications received and sent by this council are subject to the Freedom of Information Act 2000

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