



## ENVIRONMENT & ECONOMY SELECT COMMITTEE

**Date: Tuesday, 16 June 2026**  
**Time: 6.00pm,**  
**Location: Council Chamber**  
**Contact: Lee Waller (01438) 242067**  
**committees@stevenage.gov.uk**

Members: Councillors: Leanne Brady (Chair), Peter Wilkins (Vice-Chair), Jim Brown, Claire Parris, Jade Woods, Doug Bainbridge CC, Jan Bainbridge CC, John Blackwood, Jaysica Marvell, Graham Spencer and Nigel Williams

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### AGENDA

#### **PART 1**

**1. APOLOGIES FOR ABSENCE AND DECLARATIONS OF INTEREST**

**2. MINUTES OF THE PREVIOUS MEETING**

To approve as a correct record the minutes of the meeting held on 19 March 2026.  
3 – 8

**3. TERMS OF REFERENCE**

To note the Terms of Reference as agreed at Annual Council on 21 May 2026.  
9 – 10

**4. ENVIRONMENT & ECONOMY SELECT COMMITTEE WORK PROGRAMME 2026-27**

To consider the Environment & Economy Select Committee's Work Programme for 2026-27.  
11 – 16

**5. DRAFT SCOPING DOCUMENT - FLY-TIPPING REVIEW**

To receive the draft scoping document for the review of Fly-Tipping.  
17 – 20

**6. URGENT PART 1 BUSINESS**

To consider any Part 1 business accepted by the Chair as urgent.

**7. EXCLUSION OF PUBLIC AND PRESS**

To consider the following motions –

1. That under Section 100(A) of the Local Government Act 1972, the press and public be excluded from the meeting for the following items of business on the grounds that they involve the likely disclosure of exempt information as described in paragraphs 1 – 7 of Part 1 of Schedule 12A of the Act as amended by Local Government (Access to Information) (Variation) Order 2006.

2. That Members consider the reasons for the following reports being in Part II and determine whether or not maintaining the exemption from disclosure of the information contained therein outweighs the public interest in disclosure.

## **8. URGENT PART II BUSINESS**

To consider any Part II business accepted by the Chair as urgent.

## STEVENAGE BOROUGH COUNCIL

### ENVIRONMENT & ECONOMY SELECT COMMITTEE MINUTES

Date: Thursday, 19 March 2026

Time: 6.00pm

Place: Council Chamber

**Present:** Councillors: Leanne Brady (Chair), Andy McGuinness (Vice-Chair), Robert Boyle, Jim Brown, Forhad Chowdhury, Alistair Gordon, Rob Henry, Claire Parris, Peter Wilkins and Peter Clark

**Start / End** Start Time: 18:00

**Time:** End Time: 19:45

#### 1 **APOLOGIES FOR ABSENCE AND DECLARATIONS OF INTEREST**

Apologies for absence were received from Councillors Ceara Roopchand, and Jade Woods. It was noted that Councillor Peter Clark attended the meeting as a substitute for Councillor Ceara Roopchand.

#### 2 **MINUTES OF THE PREVIOUS MEETING - TUESDAY 24 FEBRUARY 2026**

The Minutes of the meeting held on 24 February were agreed by the Committee.

#### 3 **CLIMATE CHANGE ADAPTATIONS PLAN**

The Committee received a presentation on the draft Climate Change Adaptation Plan from officers, including the Head of Climate Action and supporting officers. The Chair invited members to raise questions throughout the presentation.

Officers stated that the report had been brought to Committee to inform its development prior to submission to Cabinet. It was emphasised that climate change was no longer a future concern but an ongoing issue affecting the UK, including Stevenage. It was noted that average global temperatures had already increased by approximately 1.3°C and were projected to continue rising.

The Committee acknowledged that climate change impacts were increasingly relevant to local government service delivery and long-term planning.

The Committee was advised that future projections indicated:

- Hotter, drier summers and milder, wetter winters
- Increased frequency and intensity of extreme weather events
- Increase in number of hot days (above 25°C)
- Slight increase in annual rainfall, but with greater seasonal variation and intensity

Members discussed the implications of seasonal rainfall changes, noting that while

overall rainfall may increase, summer water shortages and winter flooding risks would both intensify.

The Committee further noted that extreme weather events, such as storms, flooding, and heatwaves, had already occurred locally and were expected to become more frequent and severe.

Officers outlined the broader policy framework, including:

- International agreements such as the Paris Agreement
- Development of global adaptation frameworks and indicators
- UK legislative requirements under the Climate Change Act 2008
- Climate Change Risk Assessments (CCRA) on a five-year cycle
- National Adaptation Programmes (NAP), currently NAP3 (2023–2028)
- Adaptation Reporting Power (ARP) requiring organisations to assess and report risks

The Committee was informed that a local Climate Change Risk Assessment had been completed in 2024, identifying 45 climate-related risks to council operations, assets, and services.

Key points included:

- Risks were categorised by climate drivers such as flooding, drought, storms, and extreme heat
- Impacts were assessed on services including housing, green spaces, infrastructure, and public health
- Risks were evaluated using likelihood and impact scoring, aligned with existing corporate risk frameworks

Members noted that:

- Most risks were currently low to medium but would increase significantly under 2°C and 4°C warming scenarios
- Engagement with Heads of Service had been undertaken to embed climate considerations across the organisation

**Natural Environment** - Risks identified included:

- Damage to parks, woodlands, and green spaces
- Tree loss due to pests, disease, and climate stress
- Increased maintenance costs

Members discussed:

- Risks of tree failure and associated liabilities
- Need for climate-resilient planting strategies
- Data gaps in tree inventories and carbon baselines

A specific high-risk example was highlighted at Fairlands Valley Park, where:

- Water temperature and runoff could increase algal blooms
- Impacts could include biodiversity loss, health risks, and reduced recreational use
- Existing mitigation included water quality monitoring and treatment

Proposed actions included improved monitoring and exploration of alternative treatment methods.

**Health, Community, and Built Environment** - Key risks included:

- Poor air quality during heatwaves
- Increased pests and food safety risks

- Damp, mould, and structural issues in buildings
- Increased demand on council services

Members noted:

- Potential increases in maintenance and insurance costs
- Greater demand for temporary housing
- Increased workload for environmental health services

### **Waste and Battery Risks**

The Committee discussed emerging risks associated with lithium-ion batteries, including:

- Increased fire risk in waste collection and storage
- Challenges in identifying and safely disposing of batteries
- Limited accessibility of disposal points for residents

Officers confirmed that:

- The issue was recognised as a high risk
- Communication campaigns were ongoing
- Future service changes, such as kerbside collection, were under consideration

Members raised concerns regarding accessibility and public safety, and the need for further review.

### **Building Fabric and Council Assets**

The Committee received further detail on risks relating to the deterioration of building fabric across council-owned properties, including corporate, commercial, and residential stock.

It was noted that:

- Climate factors such as flooding, extreme heat, drought, storms, and UV exposure would accelerate structural degradation
- Increased maintenance and repair costs were anticipated
- There was potential for increased tenant complaints and service demand

### **Infrastructure**

The Committee considered risks relating to infrastructure, including transport networks, power supply, telecommunications, water systems, and electric vehicle charging points.

It was noted that:

- Although much infrastructure was not directly owned by the Council, disruptions would significantly impact service delivery
- Increased reliance on digital systems and electrification heightened vulnerability

### **Business and Industry (Council Operations)**

The Committee noted risks affecting council operations and staff, including:

- Increased health and safety risks, particularly for outdoor workers
- Reduced productivity due to extreme temperatures or travel disruption
- Impacts on leisure services and council-run events
- Extreme weather could lead to event cancellations, facility damage, and loss of revenue
- Energy demand and associated costs were likely to increase

The Committee was advised of wider global risks impacting the Council indirectly, including: Supply chain disruptions, global economic instability, climate-driven migration and impacts on food supply.

Officers outlined the draft five-year Climate Adaptation Plan, which aimed to:

- Strengthen council services and resilience
- Improve forecasting of future resource requirements
- Support residents and communities in adapting to climate change

The Plan included 18 proposed actions across four key themes:

Evidence, Policies, Communities and Infrastructure

It was noted that the Plan had been developed with consideration of future local government reorganisation (LGR).

The Committee discussed broader environmental impacts, including:

- Potential introduction of new pests and invasive species
- Impacts on biodiversity net gain

Members noted:

- Existing biodiversity monitoring and management activities
- Limitations in data and resources for comprehensive assessment
- Importance of national and regional coordination

The role of planning policies, including biodiversity net gain, was also noted, with a need for ongoing monitoring and local delivery.

Members further noted:

- The importance of maintaining green spaces to mitigate urban heat island effects
- Risks associated with loss of green space through development
- Need for balanced planning approaches integrating green infrastructure

Members thanked officers for the comprehensive presentation.

A Member commented that, while the presentation was thorough, it highlighted the seriousness of the challenges ahead. Officers acknowledged that the risk register also identified potential opportunities, such as increased solar energy generation due to higher levels of UV radiation.

The Committee emphasised that:

- Adaptation measures must be complemented by continued mitigation efforts to reduce emissions
- Reliance solely on adaptation would not be sufficient to address long-term climate risks
- Transitioning away from fossil fuels would also improve resilience to global economic shocks

Members referenced historical examples of energy supply disruptions and noted the importance of moving towards sustainable energy sources.

In response to questions, officers confirmed that:

- Business Continuity Plans were reviewed annually

Members also discussed collaboration at county level and were advised that:

- The Council worked with partners through the Hertfordshire Climate Change and Sustainability Partnership

- Joint planning and emergency response arrangements were in place via the Hertfordshire Local Resilience Forum
- Climate adaptation planning was increasingly being approached in a coordinated, multi-agency manner

It was further noted that future local government structures would require continued collaboration and integration of climate adaptation planning at a wider strategic level.

The Chair thanked officers for their work and presentation, noting that while the subject matter was challenging, it was essential for the Council to address. Officers welcomed further feedback from Members as the Plan progressed.

#### 4 **CABINET PORTFOLIO HOLDER RESPONSE TO REVIEW OF RECYCLING IN FLAT BLOCKS**

The Committee considered the response to its review of recycling in flat blocks. Officers reported that the recommendation to introduce recycling champions had been supported, with an emphasis on effective recognition and improved data from combined kerbside collection vehicles.

Progress was noted on several initiatives, including the implementation of new food waste collections, the design and installation of clear pictorial signage in bin stores, and the introduction of simplified recycling systems for residents.

Additional accessibility measures, such as a braille signage option and narrated instructional videos, had also been delivered. The Committee further noted that mobile CCTV at bring bank sites would be reviewed alongside wider enforcement measures, with hotspot locations to be identified, and that proposals for locations such as Vardon Road flats would be considered as part of the wider improvement programme, including resident consultation and potential use of recycling bags.

The Committee also noted measures to address fly tipping, including the installation of locks on bin stores and the introduction of three wheeled bins where practical.

Members sought clarification regarding the differing delivery timescales for bin stickers and signage. Officers advised that the current flat block improvement programme would be rolled out over the coming months and would ensure that the council was compliant in terms of food waste recycling; and future flat block improvements over phases would see improvements to signage, stickers and bins in other locations as part of a longer term initiative. The first phase is expected to be completed by late summer.

The Committee welcomed the detailed responses and noted the update.

#### 5 **UPDATE ON DELIVERY OF THE COMMITTEE'S WORK PROGRAMME FOR 2025-26**

The Committee considered the Work Programme for 2025–2026. Members noted the items completed during the current year, including the review of waste and recycling and ongoing work relating to the climate change emergency. It was further noted that some items had not been progressed due to time constraints, and that

previous considerations had included cycling and several one-off topics. The Chair invited Members to propose items for inclusion in the 2026-2027 Work Programme. It was suggested that the enforcement of fly-tipping should form a key area of focus, reflecting concerns raised in previous discussions. Members indicated general agreement with this proposal, and no alternative topics were put forward.

It was noted that fly-tipping be included as the primary item within the Committee's Work Programme for 2026–2027.

The Committee received a reminder from officers that the action tracker would be presented to the Committee during the Summer. This would enable Members to review progress against previous recommendations and determine whether further scrutiny or follow-up work was required. It was noted that the tracker would also be updated to remove outdated items and ensure continued relevance.

It was RESOLVED that the action tracker would be refreshed and brought back to a future meeting for review.

**6 URGENT PART 1 BUSINESS**

There was no Urgent Part I Business

**7 EXCLUSION OF PUBLIC AND PRESS**

Not required.

**8 URGENT PART II BUSINESS**

There was no Urgent Part II Business.

**CHAIR**

### ENVIRONMENT AND ECONOMY SELECT COMMITTEE

1. Membership - 11 (not Members of the Cabinet)
2. Quorum - 4
3. Terms of Reference
  - 3.1 To determine a Scrutiny work programme to examine the spending, policies and administration of the Council's services within the purview of the Director (Regeneration), Director (Stevenage Direct Services (except caretaking and repairs)), Director (Housing Development) and Director (Planning & Regulatory) and relationships with partners and external agencies involved with these services, together with a timetable and method of study for each topic.
  - 3.2 To determine formal recommendations in relation to scrutiny studies undertaken for reporting to the Council, Cabinet, other Committees, Officers and / or partner agencies as appropriate.
  - 3.3 To review the Forward Plan of Key Decisions in relation to services within the Committee's remit, considering if it wishes to make any input to policy issues contained in the Plan and if so, how. In undertaking this work the Committee may call upon the relevant Cabinet Member and/or the Strategic Director to provide a briefing or take part in discussion.
  - 3.4 To consider any policy issues within the remit of the Select Committee referred by the Cabinet and raising any other issues it considers appropriate.
  - 3.5 To work with the Community Select Committee or the Overview & Scrutiny Committee, as appropriate when considering cross-cutting scrutiny studies and policy development when both Committees have so agreed.
  - 3.6 To consider matters referred to the Committee under the procedure for the Councillor Call for Action in relation to matters within the purview of the Director Stevenage Direct Services and Director Planning and Regulation.
  - 3.7 In conjunction with the Community Select Committee and the Overview and Scrutiny Committee, responsibility for the ongoing development of the Policy Development and Scrutiny function of the Council.
  - 3.8 To report to the Cabinet, other committees or Council, as appropriate.

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<b>Lead Director</b>	<b>Director (Environment &amp; Leisure) Steve Dupoy</b>
<b>Deputy</b>	<b>Director (Planning &amp; Regulation) Alex Robinson</b>
<b>Chair</b>	<b>Cllr Leanne Brady</b>
<b>Vice-Chair</b>	<b>Cllr Peter Wilkins</b>

**Environment & Economy Select Committee Scrutiny Work Programme 2026-27**  
(Including main review items, one-off meetings, review revisits and policy development items)

The work programme is the main guide to the Committee's work throughout the year. However individual items can be raised at Committee meetings and consider as one-off items on a case-by-case basis at future meetings.

<b>Scrutiny Review items 2026/27:</b> (Main review, one-off updates, briefings etc.)	<b>Strategic Director, Assistant Director, Lead Officer(s) &amp; Portfolio Holder</b>	<b>Provisional meeting date(s) identified</b>	<b>Other details: i.e.</b> <b>(i) Number of meetings item can be covered in?</b> <b>(ii) Whether scoping required?</b> <b>(iii) Expectation/ style of meeting &amp;</b> <b>(iv) other details</b>	<b>Comments by Members when the issue was raised/agreed and or from the lead Assistant Director</b>	<b>Complete</b> ✓ * x	<b>Inclusion in work programme for 2026/27</b>
(Possible main review meeting) <b>Enforcement of fly-tipping</b>	Cabinet Portfolio Holder for Environment Cllr Rob Broom.  Enforcement is covered by the Neighbourhoods	To be advised –  Scoping document to 15 June 2026  14 July – Officer Presentation	(i) This would be the main review over a number of meetings. (ii) a scope would be required. (iii) Director for Housing & Neighbourhoods (enforcement) &	Members have agreed for the Committee to allocate a meeting on enforcement- focusing on enforcement against fly-tipping, with calls for stronger responses and	It had not been possible to schedule this item in 2025-26 and it will remain on the work programme for 2026-27	✓  This item will now be rolled forward to be considered in 2026-27

<b>Scrutiny Review items 2026/27:</b> (Main review, one-off updates, briefings etc.)	<b>Strategic Director, Assistant Director, Lead Officer(s) &amp; Portfolio Holder</b>	<b>Provisional meeting date(s) identified</b>	<b>Other details: i.e.</b> <b>(i) Number of meetings item can be covered in?</b> <b>(ii) Whether scoping required?</b> <b>(iii) Expectation/ style of meeting &amp;</b> <b>(iv) other details</b>	<b>Comments by Members when the issue was raised/agreed and or from the lead Assistant Director</b>	<b>Complete</b> ✓ ✕	<b>Inclusion in work programme for 2026/27</b>
Page 12	Community Safety Team, Director Housing & Neighbourhoods, Kerry Clifford  Clean up of fly tipping – Director Environment & Leisure Steve Dupoy.	14 September 2026 – Interview Officer and other contributors	Director for Environment & Leisure Steve Dupoy (clean up) and Cabinet Portfolio Holder for Environment, Cllr Rob Broom.	follow-ups to reduce incidents and costs.  <b>March 2026 Update:</b> Members agreed that this would be the main scrutiny review item for the year		
(Update) <b>Ongoing monitoring/ watching brief on the Climate Emergency</b>	Cabinet Portfolio Holder for Environment, Cllr Rob Broom, AD Planning and Regulatory, Alex Robinson, Head of Climate Action, Fabian Oyarzun.	2 sessions: <b>(i) Monday 17 Nov 2026</b> <b>(ii) Thursday 18 March 2027</b>	(i) This would take two meetings to be completed. (ii) No scope required. (iii) Interviews with Executive Portfolio Holder for the Environment, Cllr S Speller & Head of Climate Action & AD	E&E should continue with 2 sessions during the year in Oct/Nov to coincide with the Annual Climate Change update to Council and in March to drill down on some specific measures.  The Chair will consider a focus for a deep dive around a specific focus for the March 2027 meeting.	The meeting was held as an informal meeting of the Committee on <a href="#">3 November 2025</a> . E&E Members also meet with the Cabinet Portfolio Holder for Environment	✓ This is now a standing item at E&E

<b>Scrutiny Review items 2026/27:</b> (Main review, one-off updates, briefings etc.)	<b>Strategic Director, Assistant Director, Lead Officer(s) &amp; Portfolio Holder</b>	<b>Provisional meeting date(s) identified</b>	<b>Other details: i.e.</b> <b>(i) Number of meetings item can be covered in?</b> <b>(ii) Whether scoping required?</b> <b>(iii) Expectation/ style of meeting &amp;</b> <b>(iv) other details</b>	<b>Comments by Members when the issue was raised/agreed and or from the lead Assistant Director</b>	<b>Complete</b> ✓ ✖	<b>Inclusion in work programme for 2026/27</b>
Page 13					and Climate Change Officers to focus on Adaptations on <a href="#">E&amp;E Select Committee 19 March 2026 - Climate Change Adaptations.</a>	
(One off update) <b>Update on Cycling</b> – a follow up to the two meetings in Jan & Feb 2026.	Cabinet Portfolio Holder for Environment, Cllr Rob Broom, Director Planning & Regulation, Alex Robonson.	<b>Date</b> – to be agreed (October/November 2026)	(i) one meeting. (ii) No scope required. (iii) Interview with the Director of Planning & Regulation.	<b>Cycling update</b> – Outstanding actions from the meetings in January and February 2026 need to be programmed in for 2026-27.  Update on take up of Beryl Bikes.	✓ Meeting arranged for 28 January 2026 – follow up meeting on 24 February with Cycle Groups to be confirmed.	✓ Complete the actions relating to cycling in 2026-27

<b>Scrutiny Review items 2026/27:</b> (Main review, one-off updates, briefings etc.)	<b>Strategic Director, Assistant Director, Lead Officer(s) &amp; Portfolio Holder</b>	<b>Provisional meeting date(s) identified</b>	<b>Other details: i.e.</b> <b>(i) Number of meetings item can be covered in?</b> <b>(ii) Whether scoping required?</b> <b>(iii) Expectation/ style of meeting &amp;</b> <b>(iv) other details</b>	<b>Comments by Members when the issue was raised/agreed and or from the lead Assistant Director</b>	<b>Complete</b> ✓ *	<b>Inclusion in work programme for 2026/27</b>
<b>Update on Skills</b>  Page 14	Cabinet Portfolio Holder for Economy, Skills and Young People, Cllr Coleen De Freitas, Head of Corporate Policy & Performance, Daryl Jedowski.	To be advised	(i) one meeting. (ii) No scope required. (iii) Interview with the Cabinet Portfolio for Skills and the Head of Corporate Policy & Performance.	The Chair has recommended that there be an update on Skills following the review in 2023-24 <a href="#">Final Report &amp; Recs 14 01 25 - Skills Agenda Review</a>	The Cabinet Portfolio & External Partners Response  <a href="#">Cabinet Response - 11 06 25</a>	
<b>Update on Cost of Living</b>	Leader of the Council, Cllr Richard Henry & Chief Executive, Tom Pike	To be advised	(i) one meeting. (ii) No scope required. (iii) Interview with the Leader or his nominated Cabinet Portfolio(s) and the Chief Executive or his nominated Strategic Leadership Team representative.	The Chair has recommended that there be an update on Skills following the review from Jan 2023 to Jan 2024 <a href="#">Cost of Living Scrutiny Review Report - 16 January 2024</a>	The original scrutiny review and report was agreed at E&E Committee on 16 January 2024	

Monitoring of Previous Reviews Recommendations/Actions							
Scrutiny Items:	Provisional meeting date(s) identified	Number of meetings item can be covered in?	Expectation/ Style of meeting/ date	Scoping details (Whether full scope or simple scope required)	Other details	Comment by lead Assistant Director/ Deputy	Complete ✓ ✘
Consider the Committee's Action Tracker	14 July 2026	One meeting	Members comment on the document – which may lead to further monitoring	No scope required	<a href="#">Minutes of the meeting – Item 7</a> details of how conducted in <a href="#">11 June 2025.</a>	Include the following new items to add to the Action Tracker from 2025-26: 1. Recycling in Flat Blocks 2.Cycling & 3.Skills Agenda 2024-25	✓

Any monitoring of previous reviews will be agreed when the Committee considers the action tracker at its meeting in June/July 2026.

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# DRAFT

## Template Scoping Document

<b><u>Environment &amp; Economy Select Committee</u></b>	
<b><u>Scrutiny Review Title:</u></b>	<b>Scrutiny of Fly-tipping</b>
<b><u>Background issues</u></b> to review – rationale for scrutinising this issue:	The Committee agreed at its meeting on 19 March 2026 to include this item as it's main review item for the Committee's Work Programme for 2026-27.
Is this issue covered by Corporate Plans?	Yes, this is a core strand of the Council's Corporate Plan – Future Town Future Council – Clean, Green, Safe and Thriving Town
<b><u>Focus of the review:</u></b> (State what the review focus will be)	<ul style="list-style-type: none"><li>• Fly-tipping by rouge builders/private DIY waste</li><li>• Fly-tipping around SBC Social Housing on Council land</li><li>• Fly-tipping at bring bank sites</li><li>• Identify hot spots</li><li>• Touch on abandoned cars</li><li>• Tools to tackle it</li><li>• Identify authorities that are having some success with enforcement and prevention</li><li>• Comparative national data – Hertfordshire data – Similar sized authority</li></ul>
<b><u>Timing issues:</u></b> Are there any timing constraints to when the review can be carried out?	
The Committee will meet on (provide <b><u>dates</u></b> if known):	Dates: Day/Month/Time/Venue <ul style="list-style-type: none"><li>• 15 June 2026 – Draft Scoping Document considered by the Committee.</li><li>• 14 July – Presentation to the Committee by officers</li><li>• xx July or xx July – Site visits to fly-tipping blight spots. – <b>Possible visit Welwyn Hatfield to view their operations</b></li><li>• September / October – witness interview(s) - TBC</li></ul>

	<ul style="list-style-type: none"> <li>• November – Final witness interviews/Draft Report &amp; Recommendations - (either <b>x</b> or <b>x</b> Nov)</li> <li>• December – Final Report &amp; Recommendations - (either <b>x</b> or <b>x</b> Dec)</li> </ul>
<p><b>SBC Leads</b> (list the Executive Portfolio Holders and SD's Heads of Service who should appear as witnesses):</p>	<p><i>Officers have suggested the following people:</i></p> <ul style="list-style-type: none"> <li>• <i>Cllr Rob Broom, Portfolio Holder, Environment, Transport &amp; Planning</i></li> <li>• <i>Steve Dupoy, AD Stevenage Direct Services</i></li> <li>• <i>Kris White, Stevenage Direct Operations Manager</i></li> <li>• <i>Colin Littlechild – Assistant Operations Manager</i></li> <li>• <i>Claire Nicholls – Project Manager – Waste</i></li> <li>• <i>Claire Murrell - Environmental Development Officer</i></li> <li>• <i>Catherine Davies, Senior Community Safety &amp; Partnership Officer; Head of Community Advice &amp; Support, Sarah Pateman and Senior Anti-Social Behaviour Officer, Jess Warren for enforcement at SBC</i></li> </ul>
<p>Any <b>other witnesses</b> (external persons/critical friend)?:</p>	<p>To be identified by the Committee at the scoping meeting. <i>Possible options identified by officers as witnesses and evidence base:</i></p> <ul style="list-style-type: none"> <li>• <i>An officer from a neighbouring authority who could describe their methodology of dealing with fly-tipping (Welwyn Hatfield have been suggested as a good exemplar) .</i></li> </ul>
<p><b>Allocation of lead Members</b> on specific individual issues/questions:</p> <p>Any other Questions Members wish to cover:</p>	<p>To be identified by the Committee at the scoping meeting.</p> <p>Members will undertake their own desktop and fact-finding research and ask questions on the following areas (list the issues to address during the interviews):</p> <p><i>To be identified – Possible that Members could log their use of the Report it App via Members YourSay reporting system</i></p>
<p><b>Site visits and evidence gathering in the Community</b></p>	<p>A site visit is arranged for July and September – details to follow.</p>

<p><b><u>Equalities and Diversity issues:</u></b> The review will consider what the relevant equalities and diversity issues are regarding the Scrutiny subject that is being scrutinised</p>	<p>It was agreed that the review would address equalities and diversity issues directly in the review.</p> <p><u>Equalities &amp; Diversity Issues</u> – Are there any E&amp;D issues to consider in this review? –</p> <p>The review should consider what equality and diversity issues there could be regarding accessing refuse &amp; recycling services including age, disability for use of bulky waste removal service – is it being used or are their cases of fly-tipping?</p>
<p><b><u>Constraints</u></b> (Issues that have been highlighted at the scoping stage but are too broad/detailed to be covered by the review):</p>	<p><i>To be identified by the Committee at the scoping meeting</i> (These issues can be captured and dealt with via other means – Briefings/email/officer action etc)</p>
<p><b><u>Background Documents/data</u></b> that can be provided to the review</p>	<p><i>As identified by the Committee at the draft scoping meeting:</i> Evidence requested:</p>
<p><b><u>Agreed Milestones and review sign off</u></b> -To be agreed by Members and officers</p>	<p><i>Formal response from Cabinet Portfolio Holder (Executives have a Statutory requirement to respond to Scrutiny review recommendations two months after receiving a final report and recommendations of a review: <b>Date Cabinet Portfolio responses are expected</b> (dependent on the final report &amp; executive portfolio response template publishing date): <b>DD MM YY</b></i></p> <p><b><i>Date for monitoring implementation of recommendations – final sign off (typically one year from completion of the review): <b>DD MM YY</b></i></b> (Close to this date the Select Committee will receive a report at a Committee meeting to agree the final sign off of the review recommendations)</p>

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