



ENVIRONMENT & ECONOMY SELECT COMMITTEE

Date: Monday, 14 September 2026

Time: 6.00pm,

Location: Council Chamber

Contact:

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

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 Tuesday 14 July 2026.

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3. INTERVIEW WITH CABINET PORTFOLIO HOLDERS

To interview the Cabinet Portfolio holders for Environment, Transport and Planning, Cllr Rob Broom and for Stronger Communities and Equalities, Cllr Nazmin Chowdhury regarding their policy position for fly-tipping and any future developments to tackle fly-tipping.

4. MAPPING DOCUMENT FOR THE REVIEW INCLUDING AN UPDATE OF ACTIONS FROM THE 14 JULY MEETING

To receive a mapping document for the review including an update of the actions that the review set at its meeting on 14 July 2026. An Officer Briefing Note on how Councillors should report fly-tipping using the online reporting form is also provided.

9 - 22

5. REVIEW THE FLY-TIPPING TASK FORCE'S ACTION PLAN

To receive and review the Officer Fly-tipping Task Force's Action Plan.

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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: Tuesday, 14 July 2026

Time: 6.00pm

Place: Council Chamber

Present: 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

Start / End Time: Start Time: 6.00pm
End Time: 7.30pm

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

There were no apologies for absence or declarations of interest.

2 **MINUTES OF THE PREVIOUS MEETING - TUESDAY 16 JUNE 2026**

The Minutes of the meeting held on 16 June 2026 were agreed by the Committee.

3 **FLY-TIPPING REVIEW - OFFICER PRESENTATION**

The Committee received a presentation on the fly-tipping review, which provided an overview of the Council's current approach to fly-tipping, performance data, enforcement activity and proposed improvements.

Members were advised that approximately 2,800 incidents of fly-tipping were reported annually, with the Council adopting a zero-tolerance, intelligence-led approach. It was noted that there was a focus on prevention, education, enforcement and the prompt removal of waste.

A question was raised whether there were seasonal trends in fly-tipping incidents. Officers advised that reports remained relatively consistent throughout the year, with slight increases during the summer months and around the Christmas period.

The Committee discussed the collection and analysis of fly-tipping data. Members questioned whether information could be broken down by ward or specific locations to better identify local issues. Officers explained that this was not currently possible using the existing reporting system but advised that the Council's new digital system would enable more detailed hotspot analysis in the future.

Discussions took place regarding waste types, locations and the cost of fly-tipping. Officers explained that household waste, including furniture and mattresses, remained the most common form of fly-tipping, while the majority of incidents

occurred on Council owned land.

Members were advised that disposal costs largely fell to Hertfordshire County Council, with the Borough Council primarily incurring staffing and operational costs. Officers also clarified the Council's responsibilities in relation to highways, Council land and privately owned land.

Members raised questions regarding previous recycling initiatives, including electrical recycling facilities and skips being supplied at various neighbourhood centres, with the example of one at the Oval provided. It was suggested that the reintroduction of these schemes could assist in reducing fly-tipping. In response, officers agreed to review the reasons for the previous withdrawal of the facilities.

The Committee considered comparative fly-tipping data across Hertfordshire, and Members noted that Stevenage recorded significantly higher numbers than many neighbouring authorities. Officers explained that this was largely due to more comprehensive reporting arrangements, with Stevenage recording incidents from Council housing estates, flat blocks and bring bank sites that were not consistently reported by all authorities. Members welcomed the Council's robust approach to recording incidents despite the higher reported figures.

Officers advised that the comparative enforcement data across Hertfordshire would be shared with Members, where available, to provide additional context regarding Stevenage's performance.

Members received information on enforcement activity between April 2025 and April 2026. Officers advised that 129 perpetrators had been identified through investigations, resulting in voluntary clearance of waste in many cases, two tenancy enforcement actions and thirteen Fixed Penalty Notices of which eleven had been paid.

Members questioned the number of formal enforcement actions compared with the overall number of reported incidents. Officers explained that enforcement action could only be pursued where sufficient evidence existed. A member noted that they had received a letter from the Council regarding fly tipping next to their household bin which they thought it had been issued as they had left their bins out a day early. Members discussed these incidents of fly-tipping and reiterated the importance of education in achieving compliance before formal action became necessary in these cases.

The Committee also discussed repeat offenders and cross-border fly-tipping. Officers confirmed that educational advice was provided where appropriate and advised that the majority of identified perpetrators were Stevenage residents, although cross-border enforcement remained possible where evidence, such as vehicle registration details, was available. Members requested further information regarding repeat offenders, which officers agreed to provide following the meeting.

The Committee welcomed the introduction of the Council's new digital reporting system, which enabled the identification of fly-tipping hotspots across the town. Officers highlighted areas including Canterbury Way and Broadwater Crescent as

having higher levels of reported incidents and advised that the improved data would support targeted enforcement and education campaigns.

Members also received an overview of the Council's reporting and investigation process. Officers explained how reports were assessed, evidence gathered, CCTV reviewed, witness statements obtained, and enforcement action progressed where the evidential threshold was met.

Members noted that there had been recent negative reporting of the number of fixed penalty notices issued in Stevenage and it was suggested that officer should consider countering this with a good news story focusing on the successful interventions that officers have with the public through education and making them clean up their own fly-tipping.

Members asked about the availability of CCTV footage, the use of anonymous witness statements, the threshold for criminal prosecution, and whether the Council could recover the costs of clearing fly-tipped waste from offenders. Officers advised that CCTV partnerships were generally effective, anonymous reports could be used where appropriate, larger-scale or more serious incidents could be referred for criminal prosecution, and proposals to recover clearance costs from repeat offenders were currently being considered as part of the review.

Members sought clarification on the preferred method for reporting fly-tipping. Officers confirmed that the Council's online Report It service was the preferred reporting route, as it enabled reports to be processed more efficiently. Members requested that officers shared this information with Members.

The Chair stated that they were grateful for the explanation regarding the disparity between the number of reported incidents of fly-tipping in Stevenage and the relatively low number of fixed penalty notices issued due to the level of work that is undertaken with known fly-tippers which don't appear in the figures. However, now that the team was fully staffed, it was hoped that the gap between over 2000 reported incidents of fly-tipping and 129 enforcement cases would be narrowed, and the Committee would be focused on achieving this.

The Committee noted the presentation and welcomed the ongoing review, the improved use of data to identify hotspot locations and the continued development of enforcement and preventative measures to reduce fly-tipping across the Borough.

It was noted that:

- Officers agreed to review the reasons for the previous withdrawal of electrical recycling facilities and skips supplied to various neighbourhoods.
- Officers to consider using good news stories focusing on the successful interventions of fly-tipping.
- Officers advised that enforcement data across Hertfordshire would be shared with Members.
- Members requested further information regarding repeat offenders, which officers agreed to provide following the meeting.
- Officers would share information on the Report It system to members as the

way to report fly-tipping.

- Officers to monitor and increase fly-tipping enforcement and reduce the disparity between reported incidents and enforcement action.

4 ENVIRONMENT & ECONOMY SELECT COMMITTEE ACTION TRACKER 2026

The Committee reviewed the Action Tracker and considered proposed updates to the Select Committee's future work programme.

Members agreed that an update on the Waste and Recycling in Flat Blocks review would be beneficial during the following year. It was noted that the date of the Executive response would be added to the Action Tracker.

The Committee also agreed that a review of the Skills Agenda should be scheduled following the opening of the new college campus to consider its impact on skills provision and the local economy.

Members agreed to defer further scrutiny of bus services until after the relevant item had been considered by Council, with a view to revisiting the matter in 2027 if required.

During discussion, Members suggested that the Climate Emergency Action Tracker should provide greater clarity regarding the purpose of the HART programme and reiterated the importance of focusing on reducing overall waste generation, alongside increasing recycling rates.

Members also questioned the rationale for linking the provision of electric vehicle (EV) charging infrastructure with cycle routes within the action tracker and sought clarification on the purpose of the proposed action, and consideration be given to whether the reference should be deleted if it was no longer necessary.

Members noted that the Committee would continue to receive its regular Climate Emergency updates twice yearly, with a greater emphasis on local delivery and outcomes. It was also agreed that the previous COVID-19 review on the Action Tracker would be replaced with a review of the impact of the cost of living crisis.

Members further highlighted the ongoing social and economic impacts of the COVID-19 pandemic and noted that these issues would be considered through the Skills Agenda review and, where appropriate, referred to the Community Select Committee.

The Committee noted the updates of the action tracker.

5 URGENT PART 1 BUSINESS

There was no Urgent Part I Business.

6 EXCLUSION OF PUBLIC AND PRESS

It was **RESOLVED**:

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.

7 URGENT PART II BUSINESS

There was no Urgent Part II Business.

CHAIR

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Mapping exercise for Environment & Economy Select Committee – Fly-tipping Scrutiny Review

Issue	Who's effected? (where relevant)	Who identified to address this/provide data and interview? (whether they are internal SBC or external partner)	What evidence/data can they provide?	Meeting interview/ evidence received date: Link to Committee meeting where evidence/interview was undertaken:	Meeting scheduled for date: If complete sign off in table:	Action & date required
Interview the Cabinet Portfolio's for Environment, Transport and Planning and for Stronger Communities regarding their policy position for fly-tipping and any future developments to tackle fly-tipping.		Cabinet Portfolio's for Environment, Transport and Planning, Cllr Rob Broom and for Stronger Communities and Equalities, Cllr Nazmin Chowdhury	Attend a Select Committee meeting to be interviewed and answer Member's questions		14/09/26	Scrutiny Officer has invited the two Cabinet Portfolio Holders in August 2026.

Issue	Who's effected? (where relevant)	Who identified to address this/provide data and interview? (whether they are internal SBC or external partner)	What evidence/data can they provide?	Meeting interview/ evidence received date: Link to Committee meeting where evidence/interview was undertaken:	Meeting scheduled for date: If complete sign off in table:	Action & date required
Update actions from the 14 July 2026 meeting Officers agreed to review the reasons for the previous withdrawal of electrical recycling facilities and skips supplied to various neighbourhoods.		Kris White, Head of Service, Environmental Operations, Environment & Leisure	Kris White has provided the following information: “There were two locations that previously had WEEE drop off points. These were The Oval and Oaks Cross. When installed they were free of charge. However, the company that supplied them proposed to introduce a charge that would have cost SBC £7,200 a year. It was therefore decided, due to limited use, to remove these from the two locations. There is potential we could instal our own facility at one location as a trial. Officers to explore this option.”	14/09/26	✓	N/A

Issue	Who's effected? (where relevant)	Who identified to address this/provide data and interview? (whether they are internal SBC or external partner)	What evidence/data can they provide?	Meeting interview/ evidence received date: Link to Committee meeting where evidence/interview was undertaken:	Meeting scheduled for date: If complete sign off in table:	Action & date required
Update actions from the 14 July 2026 meeting 2. Officers to consider using good news stories focusing on the successful interventions of fly-tipping. – Long term response for this from both teams		Kerry Clifford, Director of Housing & Neighbourhoods & Kris White, Head of Environmental Services.	To be agreed – this could take time for the officer teams to develop a response.			To be agreed
Update actions from the 14 July 2026 meeting 3. Officers advised that		Kerry Clifford, Director of Housing & Neighbourhoods	Data for 2024-25 across Hertfordshire (see page 21)	14/09/26		Director of H&N to chase up HCC for 2025-26 data

Issue	Who's effected? (where relevant)	Who identified to address this/provide data and interview? (whether they are internal SBC or external partner)	What evidence/data can they provide?	Meeting interview/ evidence received date: Link to Committee meeting where evidence/interview was undertaken:	Meeting scheduled for date: If complete sign off in table:	Action & date required
enforcement data across Hertfordshire would be shared with Members.			Officers have asked Hertfordshire County Council, if the data for 2025/26 is complete, for them to share the data			
Update actions from the 14 July 2026 meeting 4. Members requested further information regarding repeat offenders, which officers agreed to provide following the meeting.		Kerry Clifford, Director of Housing & Neighbourhoods Amanda Rogers, Resident Services Manager & Jess Warren, Senior Anti-Social Behaviour Officer				Director of H&N to provide to Members.
Update actions from the 14 July 2026 meeting		Kris White, Head of Service, Environmental	A briefing note has been prepared by Environment & Leisure Officers and is		✓	N/A

Issue	Who's effected? (where relevant)	Who identified to address this/provide data and interview? (whether they are internal SBC or external partner)	What evidence/data can they provide?	Meeting interview/ evidence received date: Link to Committee meeting where evidence/interview was undertaken:	Meeting scheduled for date: If complete sign off in table:	Action & date required
5. Officers would share information on the Report It System to members as the way to report fly-tipping. – Kris White has provided this		Operations, Environment & Leisure	attached to the agenda papers for the 14 09 26 meeting.			
Update actions from the 14 July 2026 meeting 6. Officers to monitor and increase fly-tipping enforcement and reduce the disparity between reported		Kerry Clifford, Director Housing & Neighbourhoods	This is one of the key objectives of the review that the Chair has identified and will be looking to monitor in the months/year ahead.			

Issue	Who's effected? (where relevant)	Who identified to address this/provide data and interview? (whether they are internal SBC or external partner)	What evidence/data can they provide?	Meeting interview/ evidence received date: Link to Committee meeting where evidence/interview was undertaken:	Meeting scheduled for date: If complete sign off in table:	Action & date required
incidents and enforcement action.						
Site visit to fly-tipping hot spots and bring bank sites.	All E&E Members invited.	Kris White, Head of Service, Environmental Operations & Kerry Clifford, Director Housing & Neighbourhoods	Arrange a site visit in the early evening for E&E Select Committee Members who can attend		Possible dates – Monday 21 or Monday 28 September 2026	Scrutiny Officer to advise E&E Members of the detail for the site visit.
Engage with a 'Critical Friend' from a neighbouring authority		Welwyn Hatfield have been suggested as a possible best practise neighbouring authority to approach	Desk top response or attendance at a meeting or Teams link if possible.		Possibly December meeting.	Scrutiny Officer supported by Director of H&N make approach to Welwyn Hatfield
Fly-tipping action plan		Kerry Clifford, Director Housing & Neighbourhoods &	The draft Fly-tipping Action Plan has been prepared by officers from the fly-tipping task force and is attached to	14/09/26		The fly-tipping task force will be setting key milestones and identifying action

Issue	Who's effected? (where relevant)	Who identified to address this/provide data and interview? (whether they are internal SBC or external partner)	What evidence/data can they provide?	Meeting interview/ evidence received date: Link to Committee meeting where evidence/interview was undertaken:	Meeting scheduled for date: If complete sign off in table:	Action & date required
		officers supporting the fly-tipping task force.	the agenda papers for the 14 09 26 meeting.			point leads in the coming months.

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Briefing Note: Reporting Fly-Tipping in Stevenage

To: All Councillors, Stevenage Borough Council
From: Environment & Leisure
Subject: Using the Online Fly-Tipping Reporting Form
Date: August 2026

1. Purpose

This note provides a guide for councillors on how to report fly-tipping across Stevenage using the Council's online reporting form.

Using the online form helps ensure that all the necessary information is captured and routed directly to the appropriate team, enabling fly-tipping to be investigated and cleared as safely, quickly, and efficiently as possible.

To maintain a consistent approach and ensure that no reports are missed or delayed, all councillors are asked to submit every fly-tipping case through the online form.

Fly-tipping reporting form:

<https://www.stevenage.gov.uk/environment/street-care-and-cleaning/fly-tipping>

2. How to Use the Online Reporting Form

Below is a quick step-by-step guide to help you submit a complete and accurate report.

Step 1: Select the Land Type

- Choose Public Land when the waste is on land maintained by the Council.
- If the waste is on private land, the form will not allow you to continue. This is simply because the Council is not permitted to remove waste from privately owned land.

This step helps ensure reports go to the right teams and prevents delays in clearing public spaces.

Step 2: Confirm Whether You Witnessed the Incident

- If you saw the fly-tipping take place, please indicate this. This simply helps officers understand whether follow-up information might be available, and you may be contacted if further details are needed.
- If you didn't witness it, that's absolutely fine - most reports aren't witnessed. Please still submit the report and include any details you do have.

Step 3: Provide Any Extra Information

Any small detail can be helpful, so please include anything you've noticed, such as:

- CCTV in the area
- A vehicle description or any identifiable features
- Anything unusual or noteworthy about the scene

Even small observations can make a big difference, helping the team assess the situation quickly.

Step 4: Pin the Exact Location

- Use the map pin to mark the exact spot where the fly-tipping is located.
- If you know the address, you can use the address search bar, which appears as a small magnifying glass icon in the top right corner of the map.

Once you drop the pin or enter the address, the system will automatically check whether the location has already been reported. If it has, you'll be blocked from making the submission. This helps avoid duplicate cases and ensures the clearing teams can focus on removing the waste as quickly as possible.

Step 5: Add Incident Details

Please include as much information as you can about the waste, such as:

- Type of waste (e.g., bags of rubbish, furniture, building materials)
- Approximate amount (a few bags, a large pile, a single item, etc.)
- Any hazards present (sharp objects, chemicals, broken glass, or anything that could be dangerous)

These details help the team assess the urgency of the incident and make sure the right equipment and staff are sent to deal with it safely.

Step 6: Request Updates

You can choose to receive automatic email updates about the progress of the case.

If you select this option, you'll be notified by email as soon as the fly-tipping has been cleared. This means you can keep residents updated straight away, without needing to follow up with the service teams.

Graffiti

The same process is very similar for reporting graffiti as well.

Graffiti Reporting Form:

<https://www.stevenage.gov.uk/environment/street-care-and-cleaning/graffiti>

3. Summary

By using the online form to report fly-tipping, councillors help ensure that:

- Every incident is logged accurately with the right information
- Locations are mapped correctly, so teams know exactly where to go
- Waste is cleared quickly and efficiently
- Duplicate reports are avoided, saving valuable time
- The correct teams receive the details straight away through their digital devices

To keep things running smoothly, please avoid reporting fly-tipping by email, WhatsApp, phone calls, social media messages, or verbal updates. These routes often miss important details, create delays, and can lead to duplicated work.

Using the online form every time helps us keep clear, consistent records, improves how quickly we can respond, and ultimately supports cleaner, safer neighbourhoods for communities across Stevenage.

Thank you for your support – Environment & Leisure Operations team

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Fly-tipping incidents reported by local authorities in England 2012/13 to 2024/25

This worksheet contains one table

Source: Defra, WasteDataFlow

[Link to notes page](#)

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Note: This table is by default filtered on the "Year" column to show the most recent year only. To use or change the filters click on the buttons in the column heading row and select the categories you want to view from the list.

			TOTAL	Land type															Fixed Penalty Notices issued specifically for fly- tipping
Year	ONS Code	LA Name	Total Incidents	Highway Incidents	Footpath / Bridleway Incidents	Back Alleyway Incidents	Railway Incidents	Council Land Incidents	Agricultural Incidents	Private / Residential Incidents	Commercial / Industrial Incidents	Watercourse / Bank Incidents	Other (unidentified) Incidents	Mid population estimates	Incidents per 1,000 people	Reporting basis			
2024-25	E07000095	Broxbourne	1,424	861	38	6	1	145	1	362	3	3	4	101,900	14.0	All incidents	16		
2024-25	E07000096	Dacorum	1,899	657	48	89	1	1,085	0	2	5	0	12	161,420	11.8	All incidents	35		
2024-25	E07000242	East Hertfordshire	761	275	55	6	0	399	8	2	8	1	7	156,875	4.9	All incidents	16		
2024-25	E07000098	Hertsmere	1,094	643	42	35	0	263	15	68	21	1	6	110,212	9.9	All incidents	20		
2024-25	E07000099	North Hertfordshire	1,387	360	135	6	1	496	284	66	4	5	30	137,201	10.1	All incidents	5		
2024-25	E07000240	St Albans	919	504	193	17	0	192	3	2	3	0	5	151,012	6.1	All incidents	36		
2024-25	E07000243	Stevenage	3,058	11	532	0	0	2,454	0	60	0	0	1	91,774	33.3	All incidents	4		
2024-25	E07000102	Three Rivers	455	424	7	0	0	14	2	6	0	0	2	95,807	4.7	All incidents	4		
2024-25	E07000103	Watford	1,346	1,213	4	6	0	14	0	101	3	1	4	107,171	12.6	All incidents	13		
2024-25	E07000241	Welwyn Hatfield	3,028	159	189	139	2	1,641	16	24	29	11	818	122,819	24.7	All incidents	73		

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Stevenage Borough Council

Draft Fly-Tipping and Associated Nuisance Action Plan 2026/27

Vision

To reduce fly-tipping and associated environmental crime across Stevenage through a coordinated approach involving prevention, education, intelligence gathering, enforcement, partnership working and community engagement.

Strategic Objectives

Objective 1: Policy, Procedures and Governance

To ensure Stevenage Borough Council has robust policies, procedures and governance arrangements in place to effectively prevent, investigate and enforce against fly-tipping and associated nuisance.

Objective 2: Intelligence and Evidence

To use intelligence, data and evidence relating to fly-tipping, environmental crime and anti-social behaviour to identify offenders, target resources and prevent future incidents.

Objective 3: Staff Training and Development

Ensure staff possess the necessary knowledge, skills, and qualifications to carry out their duties effectively, including the legal authority to issue fines in line with relevant legislation. Staff should also be equipped to manage confrontational situations appropriately and maintain their personal safety throughout the course of their work.

Objective 4: Education and Behaviour Change

To educate and change the behaviour of residents, businesses and visitors regarding their responsibilities for waste disposal and encourage reporting of fly-tipping and environmental crime.

Objective 5: Reduction in Fly-Tipping

To achieve a measurable reduction in fly-tipping incidents and associated crime and anti-social behaviour across Stevenage.

Objective 6: Enforcement and Deterrence

To ensure proportionate and effective enforcement action is taken against offenders and to be communicated publicly to deter future offending.

Objective 7: Communications and Community Confidence

To communicate actions and outcomes effectively to reassure residents and increase confidence in the Council's response to fly-tipping.

Objective 8: Removal of Fly Tipping

Establish SLA for clearance times and priorities, based on locations and items dumped, ensuring data reporting is completed

1. Policy, Procedures and Governance

Action	Purpose/Outcome	Lead	Target Date
Review Environmental Crime Enforcement Policy	Ensure policies reflect current legislation and best practice and ensure fly-tipping and other Environmental Crime, such as fly-posting and graffiti has a more prominent place in the policy		
Hold process-mapping workshop and identify/ co-ordination and enforcement resources to review the end-to-end process and responsibilities / ownership of each stage	Review and improve current procedures with a clear view of what our objectives are, how we intend to implement them and how the actions are going to be assessed/ monitored to maximise the impact		
Develop fly-tipping Investigation Procedure & Enforcement Toolkit	Standardise investigations from report to prosecution, guidance on warnings, FPN's, CPN's and prosecutions		
Establish Quarterly fly-tipping Task Group with Terms of Reference	Formalise governance arrangements, monitor performance and coordinate activity		
Annual Strategic Review	Evaluate effectiveness and refresh priorities to provide strategic oversight at SoSafe Board.		

2. Intelligence and Evidence

Action	Purpose/Outcome	Lead	Target Date
Explore and deploy mobile CCTV in hotspot locations and review with partners at JAG	Improve evidence gathering and deterrence		
Review CCTV resources and explore expansion of fleet with new AI technology	Ensure resources target emerging hotspots		
Establish internal fly-tipping Working Group	Improve intelligence sharing between services		
Develop intelligence-sharing protocols	Improve partnership information exchange		
Review and improve Report It system	Enhance reporting quality and usability		
Produce quarterly hotspot analysis	Identify trends and priority areas		
Create fly-tipping performance dashboard	Improve understanding of trends and outcomes		
Promote reporting mechanisms internally and externally	Increase intelligence received from public and staff		
Introduce hotspot inspection programme	Improve early identification of issues		

3. Staff Training and Development

Action	Purpose/Outcome	Lead	Target Date

Undertake training needs analysis for staff involved in fly-tipping process	Identify skills gaps across services		
Deliver fly-tipping legislation training	Improve understanding of relevant legislation and powers		
Deliver evidence gathering, witness statement and case management training as well as enforcement training for CPN's and FPN's	Improve quality of investigations and prosecutions and consistent use of powers and improvement of enforcement outcomes		
Deliver CCTV and surveillance training	Ensure lawful and effective deployment		
Deliver customer service and conflict management training	Improve interactions with residents and offenders		

4. Education and Behaviour Change

Action	Purpose/Outcome	Lead	Target Date
Develop educational campaign on responsible and legal disposal of waste	Promote reporting and legal disposal options. Use HCC's Scrap fly tipping assets and branding		
Develop educational materials for schools and youth groups using HCC's Scrap fly tipping assets and branding	Promote long-term behaviour change		
Deliver social media campaigns throughout the year including Keep Britain's Tidy 'Fly Tipping Fortnight' 12-25 October	Raise awareness and encourage reporting using HCC's Scrap fly tipping assets		
Promote anonymous reporting methods	Encourage intelligence submission		
Promote Neighbourhood Watch participation	Encourage community involvement		

Attend resident meetings and surgeries	Provide face-to-face engagement opportunities		
Promote legal waste disposal options	Reduce excuses for illegal dumping		
Communicate definition of fly-tipping and environmental crime	Improve public understanding		
Promote household and business Duty of Care responsibilities	Improve compliance with legislation		
Publicise financial cost of fly-tipping	Highlight impact on council resources and taxpayers		
Deliver roadshows and door knocking in hotspot areas	Increase engagement and reporting		

5. Reduction in Fly-Tipping

Action	Purpose/Outcome	Lead	Target Date
Continue to map all fly-tipping incidents over a rolling 12-month period	Improved understanding of hotspots and trends		
Produce hotspot action plans	Target resources effectively to target harden bring back sites, communal bin stores, verges, shops etc.		
Establish clear reporting and investigation pathway	Improve consistency and efficiency		
Deliver pilot intervention programme in St Nicholas	Test targeted approach to hotspot management		
Review bulky waste charging arrangements	Encourage legitimate disposal		
Review recycling centre facilities and signage	Improve accessibility and awareness		
Conduct joint operations with Police and Housing partners	Address linked ASB and criminality		

Assess environmental improvements at hotspots	Reduce opportunities for offending		
Monitor repeat locations and repeat offenders	Focus enforcement activity		

6. Enforcement and Deterrence

Action	Purpose/Outcome	Lead	Target Date
Record all enforcement activity on REACT and share this across the SBC teams	Improve oversight and accountability		
Undertake regular case audits	Ensure consistency and identify learning		
Develop graduated enforcement approach	Ensure proportionate enforcement		
Increase use of intelligence-led enforcement	Improve effectiveness of interventions		
Publicise enforcement outcomes including photos of those fined / prosecuted	Increase deterrence and confidence		
Review prosecution opportunities	Maximise deterrent effect		
Share successful case studies internally	Improve learning and consistency		
Establish working hours and locations of enforcement team	Ability to react and investigate as cases emerge and how out of hours cases are progressed.		

7. Communications and Community Confidence

Action	Purpose/Outcome	Lead	Target Date
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Hold regular resident engagement, education and street meet initiatives at hot spot locations	Provide visible engagement opportunities promoting the Scrap Fly Tipping branding		
Publish quarterly fly-tipping dashboard	Improve transparency		
Publicise enforcement outcomes	Reassure residents and deter offenders		
Provide quarterly partner updates	Improve partnership awareness		
Develop Member briefing programme	Support elected Members responding to concerns		
Produce annual public report	Demonstrate achievements and value for money		
Improve internal collaboration	To ensure working relations between departments and partners is optimised and joined up Information and updates on each case is done in a timely manner to ensure cases are being dealt with promptly and all departments are aware Use of digital system or creation of dashboard for easy access to live cases		

8. Removal of Fly Tipping

Action	Purpose/Outcome	Lead	Target Date

Establish response times for clearance	To aid with performance monitoring for clearance, provide time for investigations to be completed Ensure H&S works are prioritised To ensure fly-tipping is not seen as a free collection service provided by the council		
Data Reporting on Collection	To collate accurate details of what has been dumped Provide information for KPIs and inform on future campaigns for prevention		

KPI Suggestions for dashboard RAG Trend

Total fly-tipping incidents ●●●▲▼►

Repeat hotspot locations ●●●▲▼►

Average clearance time ●●●▲▼►

Clearance cost ●●●▲▼►

Percentage of reports investigated ●●●▲▼►

CCTV deployments ●●●▲▼►

Fixed Penalty Notices issued ●●●▲▼►

Prosecutions completed ●●●▲▼▶

Community engagement events ●●●▲▼▶

Social media campaigns ●●●▲▼▶

Staff training completion ●●●▲▼▶

Resident satisfaction (where available) ●●●▲▼▶