

DRAFT

Template Scoping Document

<u>Environment & Economy Select Committee</u>	
<u>Scrutiny Review Title:</u>	Scrutiny of Fly-tipping
<u>Background issues</u> 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
<u>Focus of the review:</u> (State what the review focus will be)	• The standard definition of fly-tipping • Comparative national data – Hertfordshire data – Similar sized authority • Site visit(s) to known hotspots • Fly-tipping by rogue builders/private DIY waste • Fly-tipping around SBC Social Housing and on Council land • Fly-tipping on private land • Fly-tipping at bring bank sites • Identification and definition of 'hot spots' • Processes for reporting, investigating and clearing fly tipping • Reference abandoned vehicles • Tools to tackle it; including education, behaviour change, enforcement powers, communication campaigns and signposting to other services e.g. HCC's Household Waste Recycling Centre, SBC bulky waste service and furniture re-use schemes • Identify authorities that are recognised as high performers in tackling fly tipping
<u>Timing issues:</u> Are there any timing constraints to	

when the review can be carried out? The Committee will meet on (provide dates if known):	Dates: Day/Month/Time/Venue • 15 June 2026 – Draft Scoping Document considered by the Committee. • 14 July – Presentation to the Committee by officers • xx July or xx July – Site visits to fly-tipping blight spots. – <i>Possible visit Welwyn Hatfield to view their operations</i> • September / October – witness interview(s) - TBC • November – Final witness interviews/Draft Report & Recommendations - (either x or x Nov) • December – Final Report & Recommendations - (either x or x Dec)
<u>SBC Leads</u> (list the Executive Portfolio Holders and SD's Heads of Service who should appear as witnesses):	<i>Officers have suggested the following people:</i> • <i>Cllr Nazmin Chowdhury, Portfolio Holder, Stronger Communities</i> • <i>Cllr Rob Broom, Portfolio Holder, Environment, Transport & Planning</i> • <i>Kerry Clifford, Director – Housing & Neighbourhoods</i> • <i>Steve Dupoy, Director – Environment & Leisure</i> • <i>Catherine Davies, Senior Community Safety & Partnership Officer</i> • <i>Sarah Pateman, Head of Community Advice & Support</i> • <i>Jess Warren, Senior Anti-Social Behaviour Officer</i> • <i>Kris White, Head of Environmental Operations</i> • <i>Claire Murrell, Environmental Policy, Strategy and Projects Officer</i>
Any <u>other witnesses</u> (external persons/critical friend)?:	To be identified by the Committee at the scoping meeting. <i>Possible options identified by officers as witnesses and evidence base:</i> • <i>An officer from a high performing authority who could describe their methodology of dealing with fly-tipping (Welwyn Hatfield have been suggested as a good exemplar).</i>

<u>Allocation of lead Members</u> on specific individual issues/questions: Any other Questions Members wish to cover:	To be identified by the Committee at the scoping meeting. 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): <i>To be identified – Possible that Members could log their use of the Report it App via Members YourSay reporting system</i>
<u>Site visits and evidence gathering in the Community</u>	A site visit is arranged for July and September – details to follow.
<u>Equalities and Diversity issues:</u> The review will consider what the relevant equalities and diversity issues are regarding the Scrutiny subject that is being scrutinised	It was agreed that the review would address equalities and diversity issues directly in the review. <u>Equalities & Diversity Issues</u> – Are there any E&D issues to consider in this review? – The review should consider what equality and diversity issues there could be regarding accessing refuse & recycling services including age, disability for use of bulky waste removal service – is it being used or are there cases of fly-tipping?
<u>Constraints</u> (Issues that have been highlighted at the scoping stage but are too broad/detailed to be covered by the review):	<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)
<u>Background Documents/data</u> that can be provided to the review	<i>As identified by the Committee at the draft scoping meeting:</i> Evidence requested:
<u>Agreed Milestones and review sign off</u> -To be agreed by Members and officers	<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: Date Cabinet Portfolio responses are expected (dependent on the final report & executive portfolio response template publishing date): DD MM YY</i> <i>Date for monitoring implementation of recommendations – final sign off (typically one year from completion of the review): DD MM YY</i> (Close to this date the Select Committee will receive a report at

	<i>a Committee meeting to agree the final sign off of the review recommendations)</i>
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