

# Public Document Pack

## NORTH HERTFORDSHIRE DISTRICT COUNCIL

### CABINET PANEL ON THE ENVIRONMENT

TUESDAY, 22ND FEBRUARY, 2022

#### SUPPLEMENTARY AGENDA

Please find attached supplementary papers relating to the above meeting, as follows:

| Agenda No | Item |
|-----------|------|
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| 5. | <b><u>INFORMATION NOTE: WORK PROGRAMME AND ACTION TRACKER</u></b><br><b>(Pages 3 - 12)</b> |
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INFORMATION NOTE OF THE POLICY AND COMMUNITY  
ENGAGEMENT MANAGER

To highlight items scheduled in the work programme of the Cabinet Panel  
on the Environment 2021/22

Please find attached an updated Action Tracker for February 2022  
circulated owing to a administrative error in the original upload.

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# Agenda Item 5

## APPENDIX A – WORK PROGRAMME AND ACTION TRACKER 2021/22

### PROGRAMME FOR FUTURE CABINET PANEL ON THE ENVIRONMENT MEETINGS 2021-22

|   |  |
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| <b>Meeting 1. 8<sup>th</sup> June 2021</b>      | <b>Introductory Session:</b><br>Discussion around topics for upcoming meetings   |
| <b>Meeting 2. 6<sup>th</sup> July 2021</b>      | <b>Leadership and Behaviour Change:</b><br>(Including HCCSP update; Hertfordshire County Council Behaviour Change Unit presentation; and Cambridge's Carbon Footprint Calculator and Charter presentation) |
| <b>Meeting 3. 7<sup>th</sup> September 2021</b> | <b>Renewable Energy Generation:</b><br>Andy Oswald West Suffolk Council - Solar Scheme case study<br>Gavin McCormick, BEOND Group – Renewable Energy   |
| <b>Meeting 4. 16<sup>th</sup> November 2021</b> | <b>Waste Minimisation:</b><br>Chloe Hipwood And Louise Overington - North Herts Waste Team<br>Chris Lee – Royston Repair Café  |
| <b>Meeting 5. 22<sup>nd</sup> February 2022</b> | <b>Adaptation to Climate Change:</b><br>Lynne Ceeney Hertfordshire LEADS (HCC) – Adaptation Case studies   |

**CABINET PANEL ON THE ENVIRONMENT – ACTION TRACKER: February 2022**

| Date and Min No          | Action/Resolutions  | Action/Response/Outcome                                  | Status (Complete/in progress) | Additional commentary   |
|--------------------------|---|--|-------------------------------|---|
| 11092019<br>EP8          | Proposal of surveying clients at Best Before Café/Hitchin Food Rescue to assess needs/client base       | Policy and Communities Manager/Community Engagement Team | <b>On-going</b>               | Initial survey results received. Further action to refine information once the demand on services has diminished after the pandemic.                          |
| <b>06012020<br/>EP27</b> | NHDC publicised activity of schools in recycling  | Executive member for Recycling and Waste                 | <b>On hold</b>                | Actions to be placed on hold until the outcomes of the consultation on the National Waste Strategy and subsequent actions for Local Authorities are finalised |
| 06012020<br>EP34         | Establish a ‘Eco- credentials’ of food outlets( Similar to food hygiene scoring)                        | Executive member for Recycling and Waste                 | <b>On hold</b>                | <b>As EP27</b>  |
| 06012020<br>EP37         | Investigate the service change of 4 weekly collections/smaller bins/incentivise better recycling habits | Executive member for Recycling and Waste                 | <b>On hold</b>                | <b>As EP 27</b>   |
| 06012020<br>EP38         | Encourage the use of recyclable cups at district events   | Executive member for Recycling and Waste                 | <b>On hold</b>                | <b>As EP 27</b>   |
| 05032020<br>EP46         | Anti-idling policy development.   | NHDC Legal team/<br>Environmental Health                 | <b>On-going</b>               | To be further developed as part of the Sustainable North Herts programme/Taxi Licencing Policy  |
| 05032020<br>EP47         | Smart Card option bus use in district   | Transport officer  | <b>On-going</b>               | Update from the Intalink Enhanced Partnership – the   |

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|-----------------|---|--|-------------------------------|--|
|                 |   |  |                               | potential use of Smart Cards is being investigated in line with the stated requirement in the latest National Bus Strategy. (introduction date unknown). |
| 05032020 EP48   | Review criteria of cycle to work scheme eligibility (HCC or NHDC)   | Either HCC or NHDC   | On-going                      | As EP46  |
| 05032020 EP49   | Consider the instituting of car free days in Hitchin  | HCC highways/Transport officer   | On-going                      | As EP46  |
| 11092019 EP1    | Meeting Two to be amended to cover - 'Transport, Travel and Air Quality'  | Policy and comm. Engagement Manager  | Completed                     |  |
| 11092019 EP2    | Swap the running order of meetings 2 and 3. Planning will now be meeting two and Transport will be meeting three  | Policy and comm. Engagement Manager  | Completed                     |  |
| 11092019 EP3    | Meeting four will include consideration of food waste   | Policy and comm. Engagement Manager  | Completed                     |  |
| 11092019 EP4    | Meeting five will include Trees and Landscaping   | Policy and comm. Engagement Manager  | Completed                     |  |
| 11092019 EP5    | Meeting Two will include Street lighting, the decommissioning of solar farms and energy   | Policy and comm. Engagement Manager  | Completed                     |  |
| 15102019 EP10   | That the Service Director – Regulatory informs Members of the Luton airport expansion consultation dates and locations: <a href="https://futureluton.llal.org.uk/">https://futureluton.llal.org.uk/</a>                 | Circulated by Policy and Community Engagement Manager. Links also circulated via FB and Twitter feeds on external website. | Completed                     |  |
| 15102019 EP11   | That the Service Director – Regulatory circulates to the Panel the Future Homes Standards consultation. <a href="https://www.gov.uk/government/consultations/the-">https://www.gov.uk/government/consultations/the-</a> | Circulated by Policy and Community Engagement Manager. Links also  | Completed                     |  |

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|-----------------------------|--|--|-------------------------------|-----------------------|
|                             | <u><a href="#">future-homes-standard-changes-to-part-l-and-part-f-of-the-building-regulations-for-new-dwellings</a></u>  | circulated via FB and Twitter feeds on external website.   |                               |                       |
| 15102019 EP12               | That the Service Director – Regulatory circulates to the Panel details of Stirling Awards 2019 – The project for Norwich City Council: <a href="https://www.architecture.com/awards-and-competitions-landing-page/awards/riba-stirling-prize">https://www.architecture.com/awards-and-competitions-landing-page/awards/riba-stirling-prize</a> | Circulated by Policy and Community Engagement Manager. Links also circulated via FB and Twitter feeds on external website.   | <b>Completed</b>              |                       |
| 15102019 EP13<br><br>Page 6 | That the Chair ensures re-iteration of NHDC's Climate Change Emergency through NHDC communication channels (Outlook, external website etc.)  | External Webpage has been updated with a permanent direct link in the ' Popular Now' section to the Climate change/Environment Panel pages. Latest Outlook magazine features a range of articles relating to the environment and climate change. | <b>Completed</b>              |                       |
| 15102019 EP15               | That the relevant Executive Member/Service Director draft a letter to the other 10 Hertfordshire District Councils to express concerns regarding the proposed Luton Airport expansion.   | Policy and Community Engagement Manager  | <b>Completed</b>              |                       |
| 281102019 EP18              | Circulate Dr Porter email address to panel and all attendees for additional questions. Philip Porter - p.r.porter@herts.ac.uk  | Policy and Community Engagement Manager  | <b>Completed</b>              |                       |
| 28112019 EP19               | Circulate Alex Inza details to Greenspace manager regarding tree planting list   | Policy and Community Engagement Manager  | <b>Completed</b>              |                       |
| 15102019 EP9                | That the Service Director – Regulatory provides an update with regard empty dwellings within in the district and how, where appropriate, these can be brought back into use as homes.  | Service Director – Regulatory  | <b>Completed</b>              |                       |
| 15102019 EP14               | That the Executive Member for Planning and Transport consider the possibility of a Design Standards Committee.   | Executive member – Planning and Transport  | <b>Completed</b>              |                       |

| Date and Min No | Action/Resolutions  | Action/Response/Outcome                  | Status (Complete/in progress) | Additional commentary  |
|-----------------|---|--|-------------------------------|--|
| 15102019 EP16   | That the Service Director - Regulatory be requested to explore whether there was an opportunity to identify, in the Local Plan, which sites were most sustainable and whether these could be developed first. | Service Director – Regulatory            | Completed                     |  |
| 05032020 EP43   | Circulate details of Air Quality website to Panel members   | Policy and Community Engagement Manager  | Completed                     |  |
| 28112019 EP21   | Acknowledgement of high-water consumption in Hertfordshire. Circulate water saving measures (Affinity Water and Environment Agency) on Council social media accounts.   | Policy and Community Engagement Manager  | Completed and On-going        |  |
| 28112019 EP17   | Himalayan presentation from November panel – will be circulated by Dr Porter in January 2020.   | Policy and Community Engagement Manager  | Completed                     | On NHDC YouTube channel  |
| 06012020 EP24   | Investigate costs of Weekly update in Comet/ Monthly billboards   | Executive member for Recycling and Waste | Completed                     | Not financially viable but looking into ways the waste team can widen comms reach  |
| 06012020 EP29   | Investigate the process to access an empty shop for Terracycle and other voluntary organisations  | Policy and Community Engagement Team     | Completed                     | The Community Engagement has facilitated the installation of a Terracycle collection point at the Morrisons store at Letchworth. |
| 06012020 EP30   | Add other external recycling organisation onto the NHDC website   | Executive member for Recycling and Waste | Completed                     | Link on external website for reuse of Furniture and Household items  |
| 06012020 EP32   | Identify an officer for Plastic Free initiative   | Executive member for Recycling and Waste | Completed                     | Within remit of Waste Aware officer  |

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|------------------|--|--|-------------------------------|--|
| 06012020<br>EP39 | Re-advertise real nappy campaign/exchange  | Executive member for Recycling and Waste                       | Completed                     | Link on External website and further links to Waste Aware Real Nappy website and North Herts Library Facebook page           |
| 06012020<br>EP35 | County Council to increase signage of being more litter aware.   | Cllr Hone in county capacity                                   | Completed                     | As EP 20/Ongoing Campaign –‘Don’t Be a Tosser’ in regard to littering.   |
| 06012020<br>EP40 | Highlight existing repair and re-purpose campaigns and promote new initiatives   | Executive member for Recycling and Waste                       | Completed                     | Reusing Furniture and Household items links on Website   |
| 06012020<br>EP41 | Monthly educational campaigns  | Executive member for Recycling and Waste                       | Completed                     | Waste Awareness campaigns including Food Waste Pledge/ Monthly eco-briefings on various NHDC social media outlets            |
| 06012020<br>EP22 | Circulate details of Zero Waste Europe to Panel  | Executive member for Recycling and Waste                       | Completed                     | Details circulated to Panel members  |
| 06012020<br>EP23 | Circulate Herts Waste Partnership data to Panel (Trending data, make up/volume/percentage of contaminated waste)   | Executive member for Recycling and Waste                       | Completed                     | Herts Waste Partnership Annual report circulated to Panel members  |
| 07072020<br>EP50 | That the Joint Chairs of the Panel be requested to engage with the Executive Member for Planning and Transport to discuss actions required to develop a plan for a cycle network in North Herts; | Engagement on-going at Member and Officer level as appropriate | Completed                     | District councils are being requested to draft a Local Cycling and Walking Infrastructure Plan (LCWIP) by HCCC and convene a |



| Date and Min No  | Action/Resolutions   | Action/Response/Outcome   | Status (Complete/in progress) | Additional commentary  |
|------------------|--|---|-------------------------------|--|
|                  |  |   |                               | stakeholder events to develop high quality LCWIPs commencing in July 2021.   |
| 07072020<br>EP51 | That the Executive Member for Planning and Transport be requested to engage with community groups and members of the public in the process for developing a plan for a cycle network in North Herts. | Engagement on-going at Member and Officer level as appropriate. | <b>Completed</b>              | As above   |
| 06012020<br>EP25 | Investigate the options of installing chewing gum bins in the district (GUMDROP)   | Executive member for Recycling and Waste                        | <b>Completed</b>              | All District bins have been adapted to accept gum and cigarettes deposits.   |
| 06012020<br>EP26 | Investigate the renewal of a Furniture Reuse facility  | Executive member for Recycling and Waste                        | <b>Completed</b>              | HCC will progress this with future recycling plan for the districts  |
| 06012020<br>EP28 | Investigate a less formal approach to litter picking (survey users to make sure this service is accessible and working well; issues with depositing at the tip)                                      | Executive member for Recycling and Waste                        | <b>Completed</b>              | North Herts District Council (NHDC) alongside East Herts Council have launched the campaign to support both existing volunteers who have already been litter picking in the district, as well as to appeal for new volunteers to 'Adopt an area' and make a real community effort to |

| Date and Min No | Action/Resolutions  | Action/Response/Outcome                  | Status (Complete/in progress) | Additional commentary   |
|-----------------|---|--|-------------------------------|---|
|                 |   |  |                               | reduce litter. (June 2021)  |
| 06012020 EP37   | Investigate the possibility of recycling points in the district | Executive member for Recycling and Waste | <b>Completed</b>              | All major towns have recycling points for public use.   |
| 06012020 EP31   | Encourage more volunteers to consider recycling opportunities   | Executive member for Recycling and Waste | <b>Completed</b>              | <p>Waste Warriors – FB group has been created by North and East Herts District Councils with a shared goal of reducing waste across the two districts.</p> <p>Aims include to:</p> <ul style="list-style-type: none"> <li>- Share waste reduction ideas with residents and encourage everyone to do the same</li> <li>- Encourage residents to move towards a zero waste lifestyle to support both councils' efforts in addressing climate change</li> <li>- Provide a platform for members to showcase share their recycling, reuse, waste and home composting tips and</li> </ul> |

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|-----------------|--|--|-------------------------------|--|
| Page 11         |  |  |                               | wins, and share with their friends, family and group members<br>- Raise awareness of waste related issues and share relevant service updates<br>- Encourage members to participate in campaigns and schemes that aim to help others reduce waste, reuse or recycle more and share their experiences with friends, family and the group |
| 06012020 EP36   | Investigate 'Rocket' composting sites    | Executive member for Recycling and Waste | <b>Completed</b>              | <b>As EP 20</b>  |
| 06012020 EP42   | Establish Community composting workshops | Executive member for Recycling and Waste | <b>Completed</b>              | <b>AS EP20</b>   |

| Date and Min No  | Action/Resolutions  | Action/Response/Outcome                  | Status (Complete/in progress) | Additional commentary   |
|------------------|---|--|-------------------------------|---|
| 2811019<br>EP20  | Explore the possibility of Community composting                     | Executive member for Recycling and Waste | <b>Completed</b>              | The Council have established a Master composting/volunteer ambassador scheme. Workshops to held until May 2022.   |
| 06012020<br>EP33 | Investigate the option of litter picking stations (include schools) | Executive member for Recycling and Waste | <b>Complete</b>               | North Herts District Council (NHDC) alongside East Herts Council have launched the campaign to support both existing volunteers who have already been litter picking in the district, as well as to appeal for new volunteers to 'Adopt an area' and make a real community effort to reduce litter. (June 2021) |