

NORTH HERTFORDSHIRE DISTRICT COUNCIL



26 June 2020

Our Ref Cab Panel on Environment – 07.07.20
Contact. Committee Services
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To: Members of the Committee: Councillors Elizabeth Dennis-Harburg (Chair), Steve Jarvis (Chair), Val Bryant, Sam Collins, Ian Moody, Gerald Morris, Michael Muir, Claire Strong and Kay Tart

Substitutes: Councillors Mike Hughson, David Levett, Adem Ruggiero-Cakir, Carol Stanier and Richard Thake

NOTICE IS HEREBY GIVEN OF A

MEETING OF THE CABINET PANEL ON THE ENVIRONMENT

to be held as a

VIRTUAL MEETING

On

TUESDAY, 7TH JULY, 2020 AT 7.30 PM

Yours sincerely,

Jeanette Thompson
Service Director – Legal and Community

****MEMBERS PLEASE ENSURE THAT YOU DOWNLOAD ALL
AGENDAS AND REPORTS VIA THE MOD.GOV APPLICATION
ON YOUR TABLET BEFORE ATTENDING THE MEETING****

Agenda

Part I

Item		Page
1.	APOLOGIES FOR ABSENCE	
2.	CHAIR'S ANNOUNCEMENTS Members are reminded that any declarations of interest in respect of any business set out in the agenda, should be declared as either a Disclosable Pecuniary Interest or Declarable Interest and are required to notify the Chair of the nature of any interest declared at the commencement of the relevant item on the agenda. Members declaring a Disclosable Pecuniary Interest must withdraw from the meeting for the duration of the item. Members declaring a Declarable Interest, wishing to exercise a 'Councillor Speaking Right', must declare this at the same time as the interest, move to the public area before speaking to the item and then must leave the room before the debate and vote.	
3.	ITEMS REFERRED FROM OTHER COMMITTEES Any Items referred from other committees will be circulated as soon as they are available.	(Pages 3 - 4)
4.	INFORMATION NOTE - WORK PROGRAMME AND ACTION TRACKER FOR 2019/20 INFORMATION NOTE OF THE POLICY AND COMMUNITY ENGAGEMENT MANAGER To highlight items scheduled in the work programme for the Cabinet Panel on the Environment for 2020/21 following the initial meeting. As at Appendix A, the Work Programme/Action Tracker allow the scene to be set for evaluation and the agreement of topics for 2020	(Pages 5 - 14)
5.	PRESENTATION BY THE TRANSPORT POLICY OFFICER To receive a presentation by the Transport Policy Officer	
6.	PUBLIC PARTICIPATION To receive petitions, comments and questions from the public.	
7.	PANEL DISCUSSION The Chair to lead a discussion regarding issues raised throughout the meeting.	

CABINET PANEL ON THE ENVIRONMENT 7 JULY 2020

*PART 1 – PUBLIC DOCUMENT

REFERRAL FROM OVERVIEW AND SCRUTINY COMMITTEE: 16 JUNE 2020 = 4TH QUARTER MONITORING REPORT ON KEY PROJECTS FOR 2019-20

The Controls, Risk and Performance Manager presented the report entitled 4th Quarter Monitoring Report on Key Projects for 2019/20 together with the following appendices:

- Appendix A – 4th Quarter Monitoring against Key Projects for 2019/2020;
- Appendix B – Waste Missed Bins data for 2019-2020.

She drew attention to the following:

Paragraphs 8.3 and 8.4

- Due to the return of the Waste Manager and the effects of Covid-19 it was not possible to get detailed data for this quarter. However the missed bins data was included.

Paragraph 8.6

- The North Herts Community Facility and District Museum was now completed and had been removed from future monitoring reports.

Development of a Crematorium in North Hertfordshire

- A date had been set for 13 May 2020 for the Planning appeal regarding the crematorium however this was cancelled due to Covid-19. A new date was awaited from the Planning Inspectorate.

Investigating a range of options to improve use of Council assets

- The Main company had been set up although the property company had not.
- Officer would keep this under review.

Submission of a Local Plan for North Herts

- The hearing related to the Local Plan had been cancelled due to Covid-19. New dates were awaited from the Planning Inspectorate.

Designating air quality management areas in Hitchin to address the improvement of the air quality

- Following recruitment of a new staff member this action plan may be amended.

Missed Bins Data

- Missed Bins will be a Performance Indicator for 2020/21.

The following Members took part in the debate:

- Councillor David Levett.
- Councillor Sam Collins.

In response to questions Councillor Martin Stears-Handscorn advised that there was a pilot in Oxfordshire on taking their Local Plan forward and the results are awaited.

The Service Director- Legal and Community advised that the Policy Manager was instructing consultants to update the Council's carbon footprint and benchmarking.

Members asked that the Cabinet Panel on the Environment be requested to consider air quality in the District, in particular the effect that the Covid-19 pandemic has had on areas of poor air quality.

RESOLVED: That delivery against the key projects for 19/20 be noted.

RECOMMENDED TO THE CABINET PANEL ON THE ENVIRONMENT: That the Cabinet Panel on the Environment be requested to consider air quality in the District, in particular the effect that the Covid-19 pandemic has had on areas of poor air quality.

CABINET PANEL ON THE ENVIRONMENT 7 JUNE 2020

*PART 1 – PUBLIC DOCUMENT

INFORMATION NOTE : WORK PROGRAMME AND ACTION TRACKER FOR 2019/20

INFORMATION NOTE OF THE POLICY AND COMMUNITY ENGAGEMENT MANAGER

EXECUTIVE MEMBER – ENVIRONMENT AND LEISURE & RECYCLING AND WASTE MANAGEMENT

PRIORITY: RESPONSIVE AND EFFICIENT

1. SUMMARY

- 1.1 This note highlights items scheduled in the work programme for the Cabinet Panel on the Environment for 2020/21 following the initial meeting. As at Appendix A, the Work Programme/Action Tracker allow the scene to be set for evaluation and the agreement of topics for 2020. This allows the Cabinet Panel to set a work programme which enables open discussion that may lead to recommendations to Cabinet /the relevant Executive Members or Service Director, regarding actions that they believe that the Council should be taking to address climate and environmental issues.

2. STEPS TO DATE

- 2.1 Cabinet approved the establishment of the Cabinet Panel for the Environment at the 27th June 2019 meeting. The amended terms of reference were tabled for the Full Council meeting on the 4th June:

<https://democracy.north-herts.gov.uk/documents/s10892/Appendix%20C%20-%20Revised%20Terms%20of%20Reference%20for%20Cabinet%20Panel%20on%20Community%20Engagement%20Enterprise%20and%20C.pdf>

- 2.2 The work programme and action tracker will be updated following this initial meeting. Future meeting dates have been proposed in Appendix 1.

3. INFORMATION TO NOTE

- 3.1 An Environment inbox has been set up to allow members of the public or organisations to provide suggestions/presentations for the panel's consideration. The address is - EnvironmentalPanel@north-herts.gov.uk. The Policy and Community Engagement Manager will also provide a verbal update to the Panel.
- 3.2 The Panel will seek to ensure that consideration of agenda items minimises additional burdens on staff resources. Wherever possible, requests are made for the presentation of documents already in existence rather than the production of new documents specifically for the Panel. Suggestions from outside sources, as detailed in paragraph 3.2 will only be placed on the work programme if agreed by one of the alternating Chairs or at a meeting of the Panel.
- 3.3 Attendance from external bodies and members of the public is actively encouraged.

- 3.4 This is a non-decision making advisory body and therefore this or any notes/reports to the Panel do not include a recommendation on a key Executive decision and have not been referred to in the Forward Plan. However, recommendations for action from the Panel for consideration by Cabinet may do so. This will therefore need to be borne in mind for any recommendations of the Panel.

4. NEXT STEPS

- 4.1 Other topics for consideration and inclusion in the Panel's work programme will be considered at each meeting. When considering additional topics, their risk assessment and prioritisation will ensure that the most appropriate items are taken forward to the work programme

5. APPENDICES

- 5.1 Appendix A – Work Programme and Action Tracker
- 5.2 Appendix B – Terms of Reference for Cabinet Panel on the Environment (attached for information only)

6. CONTACT OFFICERS

- 6.1 Reuben Ayavoo, Policy and Community Engagement Officer, 01462 474212
Reuben.ayavoo@north-herts.gov.uk
- 6.2 Hilary Dineen, Committee, Member and Scrutiny Manager, 01462 474353
Hilary.Dineen@north-herts.gov.uk
- 6.3 Georgina Chapman, Trainee Policy Officer, 01462 474121
Georgina.chapman@north-herts.gov.uk

7. BACKGROUND PAPERS

- 7.1 None

**POTENTIAL PROGRAMME FOR FUTURE CABINET PANEL ON THE ENVIRONMENT
MEETINGS 2020 -21 (TBC)**

Meeting 1. 7 July 2020	Introductory Session: Reducing emissions from transport and travel Guidance Announcements Review of last year's discussions and actions, plus ongoing actions Set the work programme Transport Presentation from Daniel Washington Public Participation Actions, possible additions to the work programme
Meeting 2. 9 September 2020	The New 'Normal': Recovering from a Pandemic (Including bio-diversity, air quality, council operations moving forward)
Meeting 3. 17 November 2020	Food Waste, Waste, and Recycling (Including food waste reduction, and capture from the residual stream)
Meeting 4. 23 February 2021	Round-up Meeting (Including review of achievements and climate change strategy)

CABINET PANEL ON THE ENVIRONMENT – ACTION TRACKER

Date and Min No	Action/Resolutions	Action/Response/Outcome	Status (Complete/in progress)
11092019 EP1	Meeting Two to be amended to cover - 'Transport, Travel and Air Quality'	Policy and comm. Engagement Manager	Complete
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	Complete
11092019 EP3	Meeting four will include consideration of food waste	Policy and comm. Engagement Manager	Complete
11092019 EP4	Meeting five will include Trees and Landscaping	Policy and comm. Engagement Manager	Complete
11092019 EP5	Meeting Two will include Street lighting, the decommissioning of solar farms and energy	Policy and comm. Engagement Manager	Complete
15102019 EP10	That the Service Director – Regulatory informs Members of the Luton airport expansion consultation dates and locations: https://futureluton.llal.org.uk/	Circulated by Policy and Community Engagement Manager. Links also circulated via FB and Twitter feeds on external website.	Complete
15102019 EP11	That the Service Director – Regulatory circulates to the Panel the Future Homes Standards consultation. https://www.gov.uk/government/consultations/the-future-homes-standard-changes-to-part-l-and-part-f-of-the-building-regulations-for-new-dwellings	Circulated by Policy and Community Engagement Manager. Links also circulated via FB and Twitter feeds on external website.	Complete
15102019 EP12	That the Service Director – Regulatory circulates to the Panel details of Stirling Awards 2019 – The project for Norwich City Council: https://www.architecture.com/awards-and-competitions-landing-page/awards/riba-stirling-prize	Circulated by Policy and Community Engagement Manager. Links also circulated via FB and Twitter feeds on external website.	Complete
15102019 EP13	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.	Complete

Date and Min No	Action/Resolutions	Action/Response/Outcome	Status (Complete/in progress)
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	Complete
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	Complete
28112019 EP19	Circulate Alex Inza details to Greenspace manager regarding tree planting list	Policy and Community Engagement Manager	Complete
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	Complete
15102019 EP14	That the Executive Member for Planning and Transport consider the possibility of a Design Standards Committee.	Executive member – Planning and Transport	Complete
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	Complete
05032020 EP43	Circulate details of Air Quality website to Panel members	Policy and Community Engagement Manager	Complete
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	Complete and On-going
11092019 EP8	Proposal of surveying clients at Best Before Café/Hitchin Food Rescue to assess needs/client base	Policy and Community Engagement Manager	On-going

Date and Min No	Action/Resolutions	Action/Response/Outcome	Status (Complete/in progress)
28112019 EP17	Himalayan presentation from November panel – will be circulated by Dr Porter in January 2020.	Policy and Community Engagement Manager	Ongoing – to be put on NHDC Youtube
2811019 EP20	Explore the possibility of Community composting	Executive member for Recycling and Waste	On-going
06012020 EP24	Investigate costs of Weekly update in Comet/ Monthly billboards	Executive member for Recycling and Waste	On-going
06012020 EP25	Investigate the options of installing chewing gum bins in the district (GUMDROP)	Executive member for Recycling and Waste	On-going
06012020 EP26	Investigate the renewal of a Furniture Reuse facility	Executive member for Recycling and Waste	On-going
06012020 EP27	NHDC publicised activity of schools in recycling	Executive member for Recycling and Waste	On-going
06012020 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	On-going
06012020 EP29	Investigate the process to access an empty shop for Terracycle and other voluntary organisations	Executive member for Recycling and Waste	On-going
06012020 EP20	Investigate the possibility of recycling points in the district	Executive member for Recycling and Waste	On-going
06012020 EP31	Encourage more volunteers to consider recycling opportunities	Executive member for Recycling and Waste	On-going
06012020 EP33	Investigate the option of litter picking stations (include schools)	Executive member for Recycling and Waste	On-going
06012020 EP34	Establish a 'Eco- credentials' of food outlets(Similar to food hygiene scoring)	Executive member for Recycling and Waste	On-going
06012020 EP35	County Council to increase signage of being more litter aware.	Executive member for Recycling and Waste	On-going
06012020 EP36	Investigate 'Rocket' composting sites	Executive member for Recycling and Waste	On-going

Date and Min No	Action/Resolutions	Action/Response/Outcome	Status (Complete/in progress)
06012020 EP37	Investigate the service change of 4 weekly collections/smaller bins/incentivise better recycling habits	Executive member for Recycling and Waste	On-going
06012020 EP38	Encourage the use of recyclable cups at district events.	Executive member for Recycling and Waste	On-going
06012020 EP40	Highlight existing repair and re-purpose campaigns and promote new initiatives	Executive member for Recycling and Waste	On-going
06012020 EP41	Monthly educational campaigns	Executive member for Recycling and Waste	On-going
06012020 EP42	Establish Community composting workshops	Executive member for Recycling and Waste	On-going
05032020 EP46	Anti-idling policy development	NHDC Legal team/ Environmental Health	On-going
05032020 EP47	Smart Card option bus use in district	Transport officer	On-going
05032020 EP48	Review criteria of cycle to work scheme eligibility (HCC or NHDC)	Either HCC or NHDC	On-going
05032020 EP49	Consider the instituting of car free days in Hitchin	HCC highways/Transport officer	On-going
06012020 EP22	Circulate details of Zero Waste Europe to Panel	Executive member for Recycling and Waste	Outstanding
06012020 EP23	Circulate Herts Waste Partnership data to Panel (Trending data, make up/volume/percentage of contaminated waste)	Executive member for Recycling and Waste	Outstanding
06012020 EP30	Add other external recycling organisation onto the NHDC website	Executive member for Recycling and Waste	Outstanding
06012020 EP32	Identify an officer for Plastic Free initiative	Executive member for Recycling and Waste	Outstanding
06012020 EP39	Re-advertise real nappy campaign/exchange	Executive member for Recycling and Waste	Outstanding

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CABINET PANEL ON THE ENVIRONMENT

MEMBERSHIP

1. The Panel shall comprise of nine (9) Members.
2. The Panel shall be politically balanced.
3. The quorum shall be three (3).
4. The initial appointments to be made by Cabinet, thereafter confirmed by Full Council at its Annual Meeting or at other times, under delegated responsibility, by the Democratic Services Manager in consultation with Group Leaders.
5. Substitutes to be allowed, as per the Council's Procedure Rules.

TERMS OF REFERENCE

The Panel's Terms of Reference are to consider a range of climate and environmental issues and in particular to:

1. Engage with individuals and the community, act as a sounding board on community ideas and projects and seek evidence and views as appropriate;
2. Consider a range of views on issues relating to climate change (both mitigation of and adaption to) and environmental matters;
3. Help and where appropriate maintain any links with relevant external (public, research and industrial) bodies;
4. Consider any relevant government or agency consultations and advise Cabinet or the relevant Executive Member and Service Director of a proposed response;
5. Contribute towards the review of the Climate Change Strategy;
6. Act as an advisory Panel to Cabinet in relation to the above.

The Leader and Deputy Leader, together with the Chair and Vice-Chair of Overview and Scrutiny Committee and relevant officers will agree a work programme for the Panels to ensure that there is no duplication with the work of the Overview and Scrutiny Committee or its Task and Finish Groups, ensuring the Panels and the Committee use their time to positively benefit the Council and our communities.

PROCEDURE & ADMINISTRATION

1. The Panel is advisory and has no decision making powers. It is therefore the intention that the Panel meetings, style and tone are informal and that the community and any person or body are welcomed and enabled to participate.
2. The Panel shall be Chaired by the Executive Member for Environment and Leisure, and Recycling and Waste alternatively, or in the event of the absence of the other, by the attending Executive Member.
3. The Panel shall aim to meet approximately 6 times per year, once before each Cabinet cycle.
4. Any recommendation of the Panel shall, in so far as possible, be by consensus. Where voting is necessary, then the normal Council voting procedures will apply.

5. Administrative support will be organised by the Committee, Member and Scrutiny Team.
6. Officer support shall be provided by the Policy officer(s) from Policy and Community Engagement and where relevant other Directorate officers, as requested by the Panel.