

NORTH HERTFORDSHIRE DISTRICT COUNCIL



12 February 2021

Our Ref Cabinet Panel on the Environment/23
February 2021
Contact. Committee Services
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To: Members of the Committee: Elizabeth Dennis-Harburg, Steve Jarvis, Val Bryant,
Sam Collins, Ian Moody, Gerald Morris, Michael Muir, Adem Ruggiero-Cakir and
Claire Strong

Substitutes: Councillors Ruth Brown, Mike Hughson, 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, 23RD FEBRUARY, 2021 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.	WELCOME AND REMOTE/PARTLY REMOTE MEETINGS PROTOCOL SUMMARY Members are requested to ensure that they are familiar with the attached summary of the Remote/Partly Remote Meetings Protocol. The full Remote/Partly Remote Meetings Protocol has been published and is available here: https://www.north-herts.gov.uk/home/council-and-democracy/council-and-committee-meetings .	
2.	APOLOGIES FOR ABSENCE Members are required to notify any substitutions by midday on the day of the meeting. Late substitutions will not be accepted and Members attending as a substitute without having given the due notice will not be able to take part in the meeting.	
3.	MINUTES - 5 MARCH 2020 TO 17 NOVEMBER 2020 To take as read and approve as a true record the minutes of the meetings of the Committee held on: 5 March 2020; 7 July 2020; 9 September 2020; 17 November 2020.	(Pages 5 - 32)
4.	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.	
5.	NOTIFICATION OF OTHER BUSINESS Members should notify the Chair of other business which they wish to be discussed at the end of either Part I or Part II business set out in the agenda. They must state the circumstances which they consider justify the business being considered as a matter of urgency.	

The Chair will decide whether any item(s) raised will be considered.

6. PUBLIC PARTICIPATION

To receive petitions, comments and questions from the public.

7. DISCUSSION LED BY THE CO-CHAIR

The Co-Chair to lead a discussion regarding contributions to the meeting.

8. INFORMATION NOTE - WORK PROGRAMME & ACTION TRACKER
INFORMATION NOTE OF THE POLICY AND COMMUNITY ENGAGEMENT
MANAGER

(Pages
33 - 42)

To highlight items scheduled in the work programme of the Cabinet Panel on the Environment for 2020/21 following the initial meeting.

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Agenda Item 3

The following Minutes are attached for the Cabinet Panel on the Environment to consider and approve:

5 March 2020;

7 July 2020;

9 September 2020;

17 November 2020.

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NORTH HERTFORDSHIRE DISTRICT COUNCIL

CABINET PANEL ON THE ENVIRONMENT

**MEETING HELD IN THE COUNCIL CHAMBER, DISTRICT COUNCIL OFFICES,
GERNON ROAD, LETCHWORTH GARDEN CITY
ON THURSDAY, 5TH MARCH, 2020 AT 7.30 PM**

MINUTES

Present: *Councillors: Elizabeth Dennis-Harburg (Chair), Steve Jarvis, Val Bryant, Sam Collins, David Levett (In place of Claire Strong), Gerald Morris, Michael Muir and Kay Tart*

In Attendance: *Reuben Ayavoo (Policy and Community Engagement Manager), Georgina Chapman (Trainee Policy Officer) and Hilary Dineen (Committee, Member and Scrutiny Manager)*

Also Present: *At the commencement of the meeting Councillors Ian Albert, Helen Oliver and Martin Stears-Handscorn and approximately 14 members of the public, including registered speakers*

50 APOLOGIES FOR ABSENCE

Audio recording – 1 Minute 19 Seconds

Apologies for absence were received from Councillors Ian Moody and Claire Strong.

Having given due notice, Councillor David Levett advised that he would be substituting for Councillor Claire Strong,

51 MINUTES - 9 JANUARY 2020

Audio Recording – 3 Minutes 35 Seconds

RESOLVED: That the Minutes of the Meeting of the Committee held on 9 January 2020 be approved as a true record of the proceedings and be signed by the Chair.

52 CHAIR'S ANNOUNCEMENTS

Audio Recording – 2 Minutes 23 Seconds

- (1) The Chair welcomed those present at the meeting, especially those who had attended to give a presentation;
- (2) The Chair advised that, in accordance with Council Policy, the meeting would be audio recorded;
- (3) The Chair drew attention to the item on the agenda front pages regarding Declarations of Interest and reminded Members that, in line with the Code of Conduct, any Declarations of Interest needed to be declared immediately prior to the item in question;

- (4) The Chair advised that the dates of meetings in 2020/21 were now on the Council's website;
- (5) The Chair advised that this meeting was about travel including transport.

53 INTRODUCTION - INFORMATION NOTE PREPARED FOR HITCHIN COMMITTEE

Audio Recording – 3 Minutes 57 Seconds

The Policy and Community Engagement Manager presented the Information Note entitled NHDC Transport Projects Update, on behalf of the Transport Policy Officer, which had been prepared for the Hitchin Committee on 10 March 2020.

The Policy and Community Engagement Manager provided the following information:

- There were 5 transport strategies being worked upon at present;
- One of those strategies included drafting NHDC's first EV (Electric Vehicle) Charging strategy. The strategy would cover all aspects of EV charging;
- The first draft EV strategy would be completed in June 2020;
- There was a 5 minute online survey available on the Council's website in order to inform the EV strategy;
- There was a Department of Transport initiative to encourage all local authorities to draft a Local Cycling and Walking Infrastructure Plan. The Council were looking at working with walking and cycling groups in the local community to help facilitate the project;
- The Transport Forum had been established and the initial meeting was held in November 2019. The next meeting would be held on 9 March 2020;
- 90/91 and 127 Bus Service Project – the intention was to combine the 90/91 and 127 to create a new Letchworth to Royston service via Ashwell, the Mordens, Litlington and Bassingbourn. In addition, the 202 would be extended to serve both Guilden Morden and Steeple Morden and Ashwell and Morden Station. These new services were due to launch in July 2020;
- The Rural Mobility Fund was to provide funding for a Demand Responsive Transport Scheme to improve public transport in rural areas; and
- The All-Electric Bus Town fund was to enable a whole town to be able to convert all the local buses to electric vehicles.

In response to questions raised by the Panel and members of the public, the Policy and Community Engagement Manager advised that he would feed those back to the Transport Policy Officer.

54 PUBLIC PARTICIPATION-GILLY CHEGWYN

Audio Recording – 13 Minutes 13 Seconds

Ms Gilly Chegwyn gave a presentation on Air Pollution and Health as follows:

- The effects that air pollution had on people's health;
- Air pollution may be associated with a wider range of health conditions including lung cancer, asthma, diabetes, dementia, strokes and heart attacks;
- Infant mortality, poorer brain development and reduced lung growth and function were caused by air pollution;
- Long term and short term exposure to traffic pollution increased the risk of miscarriages;
- Toxic air pollution caused more than 40,000 deaths in Britain each year; and
- Public Health England estimated that air pollution costed the NHS and social care services £40 million annually.

The Chair invited Nicky Clark to address the Panel in order to provide some practical solutions to reducing air pollution.

There was a discussion between the Panel and members of the public in relation to Ms Chegwyn's presentation on air pollution.

The following Members took part in the discussion:

- Councillor Sam Collins;
- Councillor David Levett;
- Councillor Michael Muir;
- Councillor Val Bryant; and
- Councillor Steve Jarvis.

Councillor Ian Albert, Chair of the Hitchin Committee, informed the Panel and members of the public that there would be a Councillor Surgery taking place on Friday 6 and Saturday 7 March 2020 in relation to the Hitchin Town Centre Strategy. However, transport would also be covered.

The Chair thanked Ms Chegwyn for her informative and sobering presentation.

55 PUBLIC PARTICIPATION - ROD HART

Audio Recording – 42 Minutes 20 Seconds

Mr Rod Hart gave a presentation on CO2 emissions generated by transport in North Hertfordshire and provided some possible suggestions in respect of ways CO2 emissions could be reduced, as follows:

- Stop paying mileage to Members and Officers on official business until they have ultra-low emissions vehicles;
- Council owned properties should include Electric Vehicle charging points;
- Council owned car parks should double their car parking charges for non-ultra-low emission vehicles;
- Council owned vehicle fleet should be converted to ultra-low emission vehicles;
- Public transport operating in the District should be replaced with electric vehicles;
- Encourage residents and businesses to transition to ultra-low emission vehicles;
- Citizens to be incentivised to run ultra-low emission vehicles by a reduction in their council tax and grants for the installation of residential Electric Vehicle charging points; and
- New residential developments should not include off-road parking and severe restrictions made on on-road parking.

There was a discussion between the Panel and members of the public in relation to Mr Hart's suggestions on ways to reduce CO2 emissions.

The following Members took part in discussions:

- Councillor Sam Collins;
- Councillor David Levett; and
- Councillor Steve Jarvis.

The Chair thanked Mr Hart for his presentation.

56 PUBLIC PARTICIPATION - JULIA SONANDER

Audio Recording – 1 Hour 8 Minutes 37 Seconds

Mrs Julia Sonander, Transition Towns Letchworth, gave a presentation on a sustainable travel town plan for Letchworth, as follows:

- Every town in North Hertfordshire should have a sustainable travel town plan;
- Transition Town Letchworth would be happy to contribute to development of a sustainable travel town;
- People who cycle the routes should be able to contribute to the plans;
- Letchworth would benefit from more pedestrian crossings;
- Letchworth would benefit from some paths being widened in order to make it easier for wheelchair users and those with pushchairs;
- On-road parking should be prevented where pedestrians were forced into the road;
- Letchworth cyclists had identified five beneficial schemes;
- Letchworth was in need of cycle routes; and
- Letchworth road design needed improving.

There was a discussion between the Panel and members of the public in relation to Ms Sonander's presentation.

The following Members took part in the discussions:

- Councillor Sam Collins; and
- Councillor Steve Jarvis.

The Chair thanked Mrs Sonander for her presentation.

57 DISCUSSION REGARDING TRAVEL AND TRANSPORT

Audio Recording – 1 Hour 23 Minutes

Members of the public engaged with the Panel in discussions regarding travel and transport which further expanded on points raised within the presentations made at the meeting, as follows:

- Car free days;
- Cycle to work schemes;
- Cycle routes;
- Improving road layout;
- Prioritising cycles over vehicles;
- Electric vehicles;
- Pedestrian walk ways;
- Making it easier for people to cycle across villages;
- The importance of education in tackling car idling and usage;
- Priority given to public transport and carsharing; and
- Encouraging 'staycations' and creating Destination Towns and Districts in order to reduce air travel.

It was recommended by Ms Chegwyn that Members watched the Youtube video 'Utrecht: Planning for People & Bikes, Not for Cars'.

Members of the public were informed about the Transport User Forum which was due to take place on 9 March 2020 at 7:30pm in the Council Chamber.

58 INFORMATION NOTE - WORK PROGRAMME AND ACTION TRACKER FOR 2019/20

Audio Recording – 1 Hour 38 Minutes 20 Seconds

The Policy and Community Engagement Manager presented the report entitled Work Programme and Action Tracker for 2019/20 and drew attention to the following:

- Dates for the next Cabinet Panel on the Environment would be 26 May 2020, 7 July 2020, 9 September 2020, 17 November 2020 and 23 February 2021, subject to ratification;
- The letter regarding Luton Airport Expansion had been dispatched in December;
- Work was being undertaken on an empty dwellings strategy policy;
- The Executive Member for Planning and Transport was considering the possibility of a Design Standards Committee;
- Work was ongoing regarding investigating the process to access an empty shop for Terracycle;
- There was a Promoting Suitability Event taking place on Saturday 4 April at Hitchin Town Hall which everyone was invited to.

In response to a Member's question regarding measuring the effectiveness of the panel, the Chair advised that an evaluation meeting would take place after May 2020 as a priority.

Councillor Steve Jarvis informed the Panel about the Implementation Group which included all the Councillors, Senior Officers and Service Directors in order to recognise that tackling climate change was the responsibility of the whole Council. The Group's work looked at the implementation of what has been done and agreed the necessary actions to take forward.

RESOLVED: That the report entitled Work Programme and Action Tracker for 2019/20 be noted.

The meeting closed at 9.17 pm

Chair

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NORTH HERTFORDSHIRE DISTRICT COUNCIL

CABINET PANEL ON THE ENVIRONMENT

**MEETING HELD AS A VIRTUAL MEETING
ON TUESDAY, 7TH JULY, 2020 AT 7.30 PM**

MINUTES

Present: *Councillors: Steve Jarvis (Chair), Elizabeth Dennis-Harburg (Chair), Val Bryant, Ian Moody, Gerald Morris, Michael Muir, Claire Strong, Mike Hughson (In place of Kay Tart) and Carol Stanier (In place of Sam Collins)*

In Attendance: *Reuben Ayavoo (Policy and Community Engagement Manager), Georgina Chapman (Trainee Policy Officer), Daniel Washington (Transport Policy Officer) and Hilary Dineen (Committee, Member and Scrutiny Manager).*

Also Present: *At the commencement of the meeting 2 members of the public, including registered speakers.*

1 WELCOME AND INTRODUCTION

Audio Recording – 17 seconds

The Chair, Councillor Steve Jarvis. welcomed everyone to this Virtual meeting of the Cabinet Panel on the Environment.

The Committee, Member and Scrutiny Manager explained the procedures for this meeting as follows:

Attendance

The Committee, Member and Scrutiny Manager undertook a roll call to ensure that all Members and officers could hear and be heard.

Live Streaming

The meeting was being streamed live on the Council's You Tube channel. If live streaming failed the meeting would adjourn. If the live stream could not be restored within a reasonable period then the remaining business would be considered at a later date.

Please stay in view at all times

If for any reason the meeting was not quorate an Officer would notify attendees by interjecting the meeting. The meeting would adjourn immediately. Once the meeting was quorate the meeting would resume. If connection could not be restored within a reasonable period, then the remaining business would be considered at a later date.

Noise interference

Electronic devices should be muted and all present should have the mute button on their tablet or computer activated when not speaking.

Debate

The raise hand button (located under participants) should be used to alert the Chair that you wish to speak. Please wait for the Chair to invite you to speak before doing so.

Voting.

If the Panel decided to take a vote this would be undertaken using the Green tick for "Yes", Red Cross for "No" and Blue Raise Hand for "abstain", located in the participants section at the bottom of the screen. To enable the votes to be counted, votes should not be cleared until requested to do so.

Details of how Members voted will not be kept or minuted unless a Recorded Vote was requested or an individual requests that their vote be recorded, and it will not be heard or seen on the audio and YouTube recordings of the meeting.

The Chair, Councillor Steve Jarvis, started the meeting proper.

2 APOLOGIES FOR ABSENCE

Audio recording – 3 minutes 35 seconds

Apologies for absence were received from Councillors Sam Collins and Kay Tart.

Having given due notice Councillor Carol Stanier advised that she would be substituting for Councillor Sam Collins.

Having given due notice Councillor Mike Hughson advised that he would be substituting for Councillor Kay Tart.

3 CHAIR'S ANNOUNCEMENTS

Audio recording – 3 minutes 48 seconds

- (1) The Chair advised that, in accordance with Council policy, this meeting was being audio recorded as well as filmed. The audio recordings would be available to view on Mod.gov and the film recording via the NHDC YouTube channel;
- (2) Members were reminded to make declarations of interest before an item, the detailed reminder about this and speaking rights was set out under Chair's Announcements on the agenda.

4 ITEMS REFERRED FROM OTHER COMMITTEES

Audio recording – 4 minutes 13 seconds

The Committee considered the referral from the Overview and Scrutiny Committee meeting held on 16 June 2020 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.

The Chair advised that this would be considered when looking at the work programme.

5 INFORMATION NOTE - WORK PROGRAMME AND ACTION TRACKER FOR 2019/20

Audio Recording – 6 minutes 1 second

The Policy and Community Engagement Manager presented the information note entitled Work Programme and Action Tracker for 2020/21 together with the following appendices:

- Appendix A - Work Programme and Action Tracker;
- Appendix B - Terms of Reference for Cabinet Panel on Environment (attached for information only).

He drew Members attention to the following:

- There was now a dedicated email address for the Panel:
EnvironmentPanel@north-herts.gov.uk
- It was suggested in the Work Programme that future meetings consider the following subjects:
 - 9 September 2020 -The New 'Normal': Recovering from a Pandemic - (Including bio diversity, air quality, council operations moving forward);
 - 17 November 2020 - Food Waste, Waste, and Recycling (Including food waste reduction, and capture from the residual stream);
 - 23 February 2021 - Round-up Meeting (Including review of achievements and Climate Change Strategy)
- The Action Tracker shows
 - Actions completed – 16;
 - Ongoing actions – 24;
 - Outstanding actions – 5.
- The Covid-19 pandemic had impacted on moving actions forward.

The following Members asked questions and took part in the debate:

- Councillor Elizabeth Dennis-Harburg;
- Councillor Steve Jarvis;
- Councillor Claire Strong;
- Councillor Gerald Morris;
- Councillor Carol Stanier;
- Councillor Michael Muir;

Members made the following comments:

- Every action in respect of recycling and waste had been discussed with officers;
- That actions should be prioritised taking into account what is achievable, that a column should be added to indicate when an action was expected to progress and that, where possible updates are given on particular projects;
- That there had been some significant opportunities due to Covid-19 as well as some significant issues;
- It was important to consider environmental impact when considering the new normal.

RESOLVED:

- (1) That the Information note entitled Work Programme and Action Tracker for 2019/20 be noted:
- (2) That the Policy and Community Engagement Manager be requested to amend the Action Tracker as follows:

- Prioritise the actions listed taking into account what is achievable;
- A column be added to indicate when an action was expected to progress;
- Wherever possible updates be provided on particular projects;

- (3) That the referral from the Overview and Scrutiny Committee be considered at the next meeting of the Cabinet Panel on the Environment, due to be held on 9 September 2020.

REASON FOR DECISION: To ensure that the Cabinet Panel on the Environment are able to plan its workload and monitor actions.

6 PRESENTATION BY THE TRANSPORT POLICY OFFICER

Audio Recording – 26 minutes 55 seconds

The Transport Policy Officer gave a PowerPoint presentation regarding transport, focussing on reduction of emissions.

The following Members asked questions and took part in the debate:

- Councillor Michael Muir;
- Councillor Gerald Morris;
- Councillor Mike Hughson;
- Councillor Claire Strong;
- Councillor Steve Jarvis;
- Councillor Val Bryant;
- Councillor Sam Collins (as a member of the public);
- Councillor Carol Stanier;
- Councillor Val Bryant;
- Councillor Michael Muir.

In response to questions the Transport Policy Officer advised:

- Once the Electric Vehicle Strategy had been adopted by the Council a programme could be developed;
- There were funding streams available for projects, however the timescales for completion were extremely tight;
- Schemes for cycleways were being presented to HCC and it was for them to put schemes for potential funding;
- The Greater Cambridge Partnership had given the go ahead for the Melbourn Greenway;
- Consideration was being given to working with schools to prevent engine idling outside school gates;
- S106 funding ranged in amount from area to area within the District.

Members comments included:

- That some progress had been made on projects in Royston and Hitchin;
- That NHDC needed to press HCC to be more ambitious in and around town centres;
- In respect of new developments, entry and exit points for cyclists should be considered at the planning stage;
- There may be an opportunities to make more of the pedestrianisation and consider ways in which vehicles enter and exit town centres.

RESOLVED:

- (1) That the Transport Policy Officer be thanked for his informative presentation;
- (2) That NHDC press HCC to be more ambitious regarding their plans in around town centres for instance consider pedestrianisation and entry and exit routes for town centres;
- (3) That, in respect of new developments, entry and exit points for cyclists be considered at the planning stage.

REASON FOR DECISION: To enable the Environment Panel to consider the issues around reduction of emissions from transport.

7 PUBLIC PARTICIPATION - JULIA SONANDER

Audio recording – 1 hour 4 minutes 16 seconds

Julia Sonander thanked the Chair for the opportunity to address the Panel as follows:

- It was difficult as a Member of the public to get feedback on projects;
- It was frustrating that the County Council was writing a cycling strategy for the District;
- There should be a plan for a network of cycleways even of that took years to complete;
- Children will only be able to cycle to school if safe cycleways were provided;
- With shops opening after the lockdown it was possibly time to consider pedestrianisation in town centres;
- HCC only received 75 percent of the funding available to them, they should have been more adventurous in the schemes they put forward.

In response the Transport Policy Officer advised:

- That a cycle network was needed and schemes were being submitted to HCC that could be joined up into a network at a later date;
- There were some routes that needed little more than cutting back of foliage and painting;
- Most schemes presented to HCC came from NHDC, but HCC would make the decision as to which schemes would be put forward for funding.

The Chair thanked Julia Sonander for her presentation.

8 PUBLIC PARTICIPATION - JOHN WEBB

Audio Recording – 1 hour 13 minutes 42 seconds

John Webb thanked the Chair for the opportunity to address the Panel as follows:

- The Environment Panel should provide a window into the Council and demonstrate where difference had been made. Better use of the Action Plan could achieve this;
- More notification of meetings was required to increase public participation;
- Public consultation was lacking on the Sustainable Travel Plan and DFT funding streams;
- It was easy for the public to confuse the Transport Forum with this Panel;

- There were some vehicles that required the engines to run constantly such as refrigerated vehicles;
- The Panel's Action Plan could be sub-divided into actions that were administrative and actions that were demonstrable.

The Chair thanked John Webb for his presentation.

9 PANEL DISCUSSION

Audio Recording – 1 hour 20minutes 2 seconds

The Chair led a discussion regarding the presentations from the Transport Policy Officer and members of the public and any other matters that Members wished to raise.

The following Members took part in the debate:

- Councillor Steve Jarvis;
- Councillor Gerald Morris;
- Councillor Sam Collins;
- Councillor Claire Strong;
- Councillor Carol Stanier.

Members made the following observations:

- The plans for the expansion of Luton Airport were currently on hold;
- The Transport Users Forum was focussed on the practical elements of transport including cycling;
- That the Planning stage should include details of cycle routes and cycle entry and exit routes to new developments.

RESOLVED:

- (1) 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;
- (2) 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.

REASON FOR DECISION: For the Panel to be apprised of the actions and plans regarding the reduction of emissions from travel and transport in North Herts.

The meeting closed at 9.08 pm

Chair

NORTH HERTFORDSHIRE DISTRICT COUNCIL
CABINET PANEL ON THE ENVIRONMENT
MEETING HELD AS A VIRTUAL MEETING
ON WEDNESDAY, 9TH SEPTEMBER, 2020 AT 7.30 PM

MINUTES

Present: *Councillors: Elizabeth Dennis-Harburg (Chair), Steve Jarvis, Val Bryant, Claire Strong, David Levett (In place of Ian Moody), Adem Ruggiero-Cakir (In place of Kay Tart) and Carol Stanier (In place of Sam Collins)*

In Attendance: *Reuben Ayavoo (Policy and Community Engagement Manager), Andrew Mills (Service Manager - Greenspace), Georgina Chapman (Policy Officer), Hilary Dineen (Committee, Member and Scrutiny Manager), William Edwards (Committee, Member and Scrutiny Officer) and Matthew Hepburn (Committee, Member and Scrutiny Officer)*

Also Present: *At the commencement of the meeting approximately 4 members of the public.*

10 WELCOME AND INTRODUCTION

Audio Recording – 0 Seconds

The Chair, Councillor Elizabeth Dennis-Harburg, welcomed everyone to this Virtual meeting of the Cabinet Panel on the Environment.

The Committee, Member and Scrutiny Officer explained the procedures for this meeting as follows:

Attendance

The Committee, Member and Scrutiny Officer undertook a roll call to ensure that all Members and officers could hear and be heard.

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Details of how Members voted will not be kept or minuted unless a Recorded Vote was requested or an individual requests that their vote be recorded, and it will not be heard or seen on the audio and YouTube recordings of the meeting.

The Chair, Councillor Elizabeth Dennis-Harburg, started the meeting proper.

11 APOLOGIES FOR ABSENCE

Audio Recording – 3 Minutes 54 Seconds

Apologies for absence were received from Councillors: Sam Collins, Ian Moody, Gerald Morris and Kay Tart.

Having given due notice, Councillor Carol Stanier advised that she would be substituting for Councillor Sam Collins;

Having given due notice, Councillor David Levett advised that he would be substituting for Councillor Ian Moody;

Having given due notice, Councillor Adem Ruggiero-Cakir advised that he would be substituting for Councillor Kay Tart.

12 CHAIR'S ANNOUNCEMENTS

Audio Recording – 4 Minutes 23 Seconds

- (1) The Chair welcomed those present at the meeting, especially those who had attended to give a presentation;
- (2) The Chair advised that, in accordance with Council Policy, the meeting would be audio recorded;
- (3) The Chair drew attention to the item on the agenda front pages regarding Declarations of Interest and reminded Members that, in line with the Code of Conduct, any Declarations of Interest needed to be declared immediately prior to the item in question.

13 DISCUSSION REGARDING A NEW NORMAL FOR THE COUNCIL

Audio Recording – 5 Minutes 27 Seconds

The Policy and Community Engagement Manager introduced the item entitled Discussion regarding a New Normal for the Council and gave a verbal presentation, including:

- The Recovery Board were looking at what the impact of the pandemic would be on the Council, including in terms of the positive environmental impact;
- A Staff Survey had been carried out in order to obtain employees' views on homeworking.
- The results would be fed back to the Recovery Board. However, the survey had already revealed that 79% of respondents wanted to work from home more often;
- 89% of staff used to drive to work pre-pandemic; and
- Video conferencing programmes such as Zoom were being used by staff in order to conduct meetings. Therefore, preventing staff from needing to travel across the district to physically attend a meeting.

The Service Manager Green Space provided the Panel with an update regarding the effects of the pandemic to his service area, including:

- The main priority was to maintain the burial service;
- Grass cutting was suspended as it was not considered an essential service. However, this service had now resumed;
- Residents now expected the grass to be cut on a regular basis;
- It had taken approximately 6 weeks for the grass cutting to return to standard;
- The Service Manager Green Space was working with Councillor Steve Jarvis, Executive Member for Environment and Leisure, to look at wilding in select locations;
- An audit was commissioned pre-lockdown to look at whether wilding could be expanded to other locations;
- The proposals from the audit would be investigated and 'reality checked' by the Grounds Maintenance Team;
- Owing to the pandemic, no site visits were undertaken in April;
- To maintain social distancing, John O'Connor implemented a 'one van, one driver' policy which resulted in more vehicles on the road;
- There had been no events taking place on public open spaces except for fitness classes. Fairs and circuses had also not taken place, therefore benefitting the environment;
- The 'Don't be a tosser' litter campaign had been launched. Members, including the Chair of the Cabinet Panel on the Environment, joined on Windmill Hill to pick up litter;
- Litter had doubled and this was resulting in additional work for the Grounds Team.

14 PUBLIC PARTICIPATION - DIANE KETCHER AND SUE LINES

Audio Recording – 20 Minutes

The Panel received a verbal presentation from Diane Ketcher and Sue Lines on the topic of biodiversity, including:

- The verges looked lovely having been left to flower;
- The Cambridge Road, on the A505 approaching Walsworth, had for several years, sported large patches of planted meadow mix flowers which had been managed as for meadowland;

- Whether the Council would consider creating bee friendly meadows alongside the football pitches;
- A survey conducted on Waysbrook in August found that the plants in mown and unmown grass were similar but where they had been left to flower the insect population was 10x higher than on the mown grass;
- The channel 4 programme 'Jimmy's Big Bee Rescue' contained some ideas on how to increase the Bee population, which the Council could adopt;
- Peterborough City Council had been concentrating on wildlife corridors alongside roads as well as large scale meadow planting in other parts of the city; and
- Since 2016 Garden Organic had lobbied the EU to ban the use of glyphosate.

The Service Manager Greenspace responded to points raised as follows:

- The Cambridge Road meadowland was a resident led initiative. The Council supported the proposal and organised for the grass area to be cultivated and grass seed thrown down.

The Chair thanked Diane Ketcher and Sue Lines for addressing the Panel.

15 PUBLIC PARTICIPATION - JULIA SONANDER

Audio Recording – 33 Minutes 30 Seconds

Julia Sonander thanked the Chair for the opportunity to address the Panel in relation to EdiCitNet, including:

- Transition Town Letchworth (TTL) had reported on the EdiCitNet project at the November 2019 Cabinet Panel on the Environment;
- At the time [November 2019], the Heritage Foundation had been a partner organisation on this European Funded project and Transition Town Letchworth was a member of the 'City Team';
- Since then, the Heritage Foundation have decided to pull out of EdiCitNet as their focus has shifted towards their core deliverables following the Coronavirus pandemic;
- An option paper was being drafted for consideration as to how best NHDC could potentially support the project;
- TTL considered that ongoing involvement in this fully funded European Project would deliver benefits to Letchworth;
- The aim of EdiCitNet was to extract best practice on how to grow food in urban environments from exemplar cities and organisations across the world; and
- Letchworth was funded as a 'Follower City' to visit Learning Labs being set up in Front-Runner Cities and to test the planning tools being developed with the aim of producing a Master Plan for turning Letchworth into an exemplar Edible City.

The Chair thanked Julia Sonander for addressing the Panel.

16 DISCUSSION REGARDING CONTRIBUTIONS TO THE MEETING

Audio Recording – 39 Minutes

A discussion took place regarding the contributions that had been heard at the meeting, including:

Biodiversity:

- There was mixed opinion amongst residents regarding the Waysbrook. Some residents felt that leaving the grass uncut looked messy whilst others liked it;
- The Community Garden in the Wynd had little Community involvement;
- In Spain, Orange and Lemon trees were planted within the urban space;
- Wilding attracted mixed opinion;
- Residents needed to be informed as to the reasons the grass was not being cut;
- It was hoped that more areas could be found where the grass could be left longer;
- 25% of life on Earth was a risk of extinction as a result of human actions;
- Longer grass could be a hazard to motorists and should not be done near junctions and/or roundabouts;
- Farmers had done well in maintaining the footpaths which had been used more frequently by people as a result of the pandemic;
- Grass on recreational areas needed to be kept short in order to allow people to play sports such as football;
- Whether the Council had a role in encouraging residents to have wild flowers in their own gardens; and
- Biodiversity should feature on the Highways Liaison agenda.

Weeds:

The Service Manager Greenspace provided the following information regarding Weeds:

- Glyphosate was used but only applied to hard surfaces in town centres;
- Week killers were not used unless there was a weed visible;
- Alternatives to Glyphosate were 8x more expensive;
- Burning weeds had an environmental impact and a risk to the public;
- London Borough of Lewisham had stopped using chemicals to treat weeds. However, they had found that it cost more to maintain standards; and
- Hot foam and water was slower and more expensive.

New Normal for the Council - Advantages

- There was better attendance at Council meetings as Members no longer needed to travel to attend;
- The Public were able to watch Committee meetings via online streaming; and
- The closure of the District Council Offices meant fewer carbon emissions;

New Normal for the Council – Disadvantages

- New Members of Staff were not able to meet other colleagues physically and training was taking place online;
- No longer having a physical public presence in a Committee meeting;
- Before the pandemic, the Panel were able to take questions/points from the 'floor' from member of the public, thus creating a more spontaneous discussion and having valuable contributions made;

- Town centres were losing out on shop footfall particularly at lunch times as many offices in the town centre were closed and employees were working remotely;
- It was difficult for the Council to engage with a cross-section of Society as not everyone had access to technology.

17 INFORMATION NOTE - WORK PROGRAMME AND ACTION TRACKER

Audio Recording – 1 Hour 30 Minutes

The Policy and Community Engagement Manager presented the Information Note – Work Programme and Action Tracker and advised as follows:

- The Air Quality update had been moved to February's meeting;
- An additional commentary column had been added to the tracker; and
- There was a proposal to survey the Best Before Café.

RESOLVED: That the Information Note entitled Work Programme and Action Tracker be noted and the following amendment be made:

'E24' under additionality commentary be changed to 'E20'.

REASON FOR DECISION: To ensure that the Cabinet Panel on the Environment are able to plan its workload and monitor actions.

The meeting closed at 9.07 pm

Chair

NORTH HERTFORDSHIRE DISTRICT COUNCIL
CABINET PANEL ON THE ENVIRONMENT
MEETING HELD AS A VIRTUAL MEETING
ON TUESDAY, 17TH NOVEMBER, 2020 AT 7.30 PM

MINUTES

Present: *Councillors: Councillor Elizabeth Dennis-Harburg and Councillor Steve Jarvis (Chairs), Val Bryant, Sam Collins, Ian Moody, Gerald Morris, Michael Muir, Adem Ruggiero-Cakir and Claire Strong*

In Attendance: *Reuben Ayavoo (Policy and Community Engagement Manager), Georgina Chapman (Policy Officer) and Chloe Hipwood (Service Manager - Waste and Recycling)*

Also Present: *At the commencement of the meeting Councillor Carol Stanier and approximately 2 members of the public, including registered speakers.*

18 WELCOME AND REMOTE/PARTLY REMOTE MEETINGS PROTOCOL SUMMARY

Audio Recording – 30 seconds.

The Chair, Councillor Steve Jarvis, welcomed everyone to this virtual meeting of the Cabinet Panel on the Environment.

The Committee, Member and Scrutiny Officer gave advice on the following:

- Attendance;
- Live streaming;
- Noise interference;
- Voting;

The Chair, Councillor Steve Jarvis, started the meeting proper.

19 APOLOGIES FOR ABSENCE

Audio recording – 2 minutes 55 seconds.

Councillor Val Bryant advised that Councillor Mike Hughson (substitute) sent his apologies.

Councillor Carol Stanier advised that she was in attendance but not substituting and if a voting matter were to arise she would not participate.

There were no other apologies.

20 CHAIR'S ANNOUNCEMENTS

Audio recording – 3 minutes 16 seconds.

- (1) The Chair welcomed those present at the meeting, especially those who had attended to give a presentation;

- (2) The Chair advised that, in accordance with Council Policy, the meeting would be audio recorded;
- (3) The Chair drew attention to the item on the agenda front pages regarding Declarations of Interest and reminded Members that, in line with the Code of Conduct, any Declarations of Interest needed to be declared immediately prior to the item in question;
- (4) The Chair noted that the theme for this meeting was Food Waste;
- (5) The Chair advised that the Information Note of the Policy & Community Engagement Manager - Work Programme & Action Tracker would be taken before the presentations and public participation.

21 ITEMS REFERRED FROM OTHER COMMITTEES

Audio recording – 3 minutes 16 seconds.

No items were referred from other committees.

22 PRESENTATION BY SERVICE MANAGER - WASTE & RECYCLING

Audio Recording – 7 minutes 10 seconds.

The Service Manager – Waste & Recycling gave a presentation and highlighted the following:

- Food production produced around 30% of global greenhouse gasses each year;
- The UK was a comparably wasteful society with regards to food;
- 4.5 million tonnes of food considered edible was wasted every year in the UK;
- Meal planning, appropriate food purchasing, and portion sizing were relevant to everybody in reducing the amount of edible food in the waste stream;
- Other actions such as home-grown veg, composting, zero waste cooking, and keeping domestic livestock were also relevant to reducing food waste;
- The World Wildlife Fund estimated that 11% of global greenhouse gases could be reduced by reducing food waste;
- Food waste reduction was not just a question of food waste recycling, which NHDC does offer, but a wider issue of reducing wasted food overall;
- In 2019/20 North Herts residents recycled 1.61kg of food waste per household per week;
- This figure was good and compared reasonably well with other neighbouring authorities;
- This information combined with waste composition analysis suggests North Herts residents were producing more like 2.79kg of food waste per household per week;
- Under 58% of food waste was being captured by the food waste recycling scheme;
- Capturing more of extant waste and reducing waste overall were both important goals;
- About 81% of the food waste in the residual waste stream was considered edible;
- There was significant scope for improvement in the district on these figures and changing resident behaviour and tackling consumer food waste was part of that goal;
- 23% of residual household waste (purple bin) was food waste;
- Around 17% of the residual household waste stream was dry recycling;
- A further 17% of the same stream was plastics not currently recyclable under the scheme;
- Food waste recycling was back to pre-COVID pandemic levels;
- The Council was not recycling a higher percentage of food waste than it was pre-COVID despite increased waste levels and more home working;
- There was 1.5 thousand tonnes (around 25kg per household) more residual waste produced in the last 4 months compared to the same period last year;

- The main work of the Waste Services team was on prevention, promotion and participation;
- The tonnage of food waste collected over the October pumpkin carving season had not increased;
- Love Food Hate Waste was the main campaign that the Council promoted in order to reduce food waste;
- The Council's ability to promote campaigns to residents was limited;
- There was always a double-page spread on Waste & Recycling in Insight, the Council's magazine; over summer it was focussed on food waste;
- The reach of the Council's social media accounts was not broad and could be improved;
- A part time officer post has been created which will promote waste reduction initiatives;
- Waste service participation in North Herts was low according to waste collection crew reports; around 8,000 households regularly fail to put out their food waste bin;
- Service mobilisation issues at the start of the service disincentivized uptake;
- 6.68kg per household per year in food waste was captured from households participating in the scheme;

The following Members asked questions:

- Cllr Claire Strong
- Cllr Michael Muir
- Cllr Val Bryant
- Cllr Gerald Morris

In response to questions the Service Manager – Waste & Recycling advised:

- Residents using their food waste caddies were more likely to be thinking about food waste reduction;
- Information on the breakdown of edible vs inedible waste in food waste caddies was not available;
- The waste disposal authority was Herts County Council and when the contracts for disposal were let for tender the biogen facility in Baldock was not yet built;
- At last update the biogen facility was at capacity and we rely on them bidding for contracts with the County Council;
- The Herts Waste Partnership produced an annual report every year which includes information on end-destination; 86% of all waste from Herts was processed in the UK.

In response to questions the Executive Member for Recycling & Waste Management advised:

- The school outreach programme was in place but had taken a back-seat in light of ongoing pandemic difficulties and the challenges facing schools.

At the invitation of the Chair, Emma Goulding from Food Rescue Hub noted:

- There were a plethora of reasons that food ends up in a food waste caddy that were avoidable and connected to education;
- Educating children on food waste issues had limited effectiveness considering the control of family budget and shopping decisions;

The Chair noted that reducing the carbon impact of food relied on reducing waste or directing it to anaerobic digestion processing.

RESOLVED:

- (1) That the Service Manager – Waste be thanked for her informative presentation.

- (2) That the Cabinet Panel on the Environment is supportive of anaerobic digestion options being pursued and that the Executive Member for Recycling and Waste Management be requested to discuss the Panel's view with the Leader of the Council and convey this view when the contract is up for tender;

REASON FOR DECISION: To enable the Cabinet Panel on the Environment to consider the issues around reduction of food waste.

23 PUBLIC PARTICIPATION

Audio recording – 46 minutes 53 seconds.

The Chair noted that Yvette Churchman, Morrison's Community Champion, had been expected but was not present.

N.B: Subsequent to the meeting it was made clear that Yvette Churchman's absence was due to sickness.

The Panel received a verbal presentation from Emma Goulding, Food Rescue Hub, including:

- Hitchin Food Rescue Hub raised awareness about food waste and food retail practices;
- Food Rescue Hub ran for just under a year before the pandemic and was a non-assessed programme accessible to all to educate people about food waste and provide a regular opportunity to consider actions on reducing food waste;
- The Food Rescue Hub initially shut down during the pandemic because of its heavily public facing programme but was contacted by the major surplus food distributors in the country, Neighbourly and FareShare, and asked to resume activities;
- For 5 months while unable to meet the public the Food Rescue Hub saw shortages in stores and individuals unable to access food while at the same time had to increase their operations and handle 900 crates of surplus food a month;
- The Food Rescue Hub expanded to cover most of Herts and in to Bedfordshire and Cambridgeshire;
- The focus of the Food Rescue Hub shifted from environmental concerns to a food provision organisation to respond to people in need;
- It became more costly to run the Hub, food providers had more erratic supply patterns, more people were in need of food;
- Once lockdown had lifted the public-facing operation re-opened in a COVID-safe way;
- The way the public engaged with the Food Rescue Hub had changed; there had been more discussion about the value of food;
- The return to work and reduction in shortages had lessened the shock on individuals and old food consumption habits had returned;
- The amount and quality of surplus food reaching the Rescue Hub had reduced significantly;
- Bread or baked goods represented roughly half of intake;
- There were many more surplus food actors in the market now including tech start-ups;
- Participants had become more concerned with nutritional issues;
- The Food Rescue Hub was not a food bank but the economic situation facing some users had demanded that a 'pay it forward,' system be established;
- The Food Rescue Hub was looking to expand to new locations in the future;

The following Members asked questions:

- Cllr Elizabeth Dennis-Harburg

In response to questions Emma Goulding noted:

- The Food Rescue Hub and organisations like it have been used as waste disposal avenues by producers/distributors like supermarkets;
- More players on the surplus food market had created conditions in which desirable food had been set aside for one partner and less desirable surplus was being passed to Food Rescue Hub as a disposal method;
- The problem of food waste was simply being moved on;
- Food Recue Hub made use of unusable food for animal feed;
- Supermarkets needed to use the vast amounts of data on purchasing habits they have at their disposal to plan their production and distribution;
- Consumers needed to moderate their expectations of supermarkets;
- In-store bakery was a significant problem but bakery more generally needed to be looked at;
- Consumers needed to be made aware of the carbon impact of their food choices;

The Chair thanked Emma Goulding for her presentation.

24 STATEMENT & VIDEO: BEST BEFORE CAFÉ

Audio Recording – 1 hour 8 minutes 33 seconds.

A video provided by Best Before Café was presented to the Panel which included:

- Supermarket food surplus had increased during the pandemic as people stayed away from shops;
- Household food waste had decreased as people made better use of the supplies available to them;
- Online food shopping had become a new source of surplus food;
- 9.5 billion tonnes of food was wasted in the UK every year to a cost of £19 billion;
- 1 tonne of rotting food released 4.2 tonnes of greenhouse gasses;
- Most people did not make the connection between food waste and climate change;
- Best Before Café tried to collect surplus food to feed people, not landfill;
- Before the first lockdown Best Before Café collected 800kg surplus food a week; during lockdown they collected 2.5 tonnes a week;
- Best Before Café shared its food with the community and saved an estimated 50 tonnes of food from landfill between April-September;
- FareShare Milton Keynes had become a new stream of food waste accessible to Best Before Café;
- Retail & Hospitality Food Waste was a small proportion of the national figure, at 2%;
- Household food waste was by far the largest at 71%;
- Only 37% of people linked food waste with climate change;

The Chair thanked Best Before Café for their video presentation.

25 DISCUSSION REGARDING CONTRIBUTIONS TO THE MEETING

Audio Recording – 1 hour 10 minutes.

The Chair led a discussion regarding contributions to the meeting including:

- Food waste had to be prevented from reaching the residual waste stream and captured in caddies instead;
- A Recycling & Waste Strategy was emerging from central government and the Herts Waste Partnership would be consulting on policy issues including producer responsibility;
- Many people were not aware of the volume of food they were producing and awareness would contribute to reduction;

- It was clear that anaerobic digestion of waste had to become a priority;
- Consumers had to be educated on food waste and appropriate shopping habits;
- The Food Provision Network could link in with food rescue and waste prevention initiatives;
- The Food Provision Network signposting information had been promoted on our social media channels;
- The emphasis of the Food Provision Network was primarily to address food poverty but since the pandemic the issue of food waste had become intimately linked with distribution problems and the input of a waste officer would be welcome;
- Service level agreements and stock keeping unit agreements necessitate overproduction on the part of supermarkets;
- Content analysis of the residual bin was a useful baseline measure;
- The food waste caddy was a double-edged sword which captures waste from the residual bin but should be used to discourage food waste overall;
- Boosting participation in the food waste collection scheme was a priority;
- Waste composition analysis in authorities in Wales had indicated that the same proportions are seen across bins of different volumes;
- The use of a food waste caddy made consumers think about food waste in a different way.

RESOLVED:

- (1) The Policy & Community Engagement Manager be requested to look in to including Waste Officers in the work of the Food Provision Network;
- (2) That the Executive Member for Recycling and Waste Management be requested to liaise with the Hertfordshire Waste Partnership to provide information from food rescue organisations in the District and respond to government consultation on waste management policy.

REASON FOR DECISION: For the Panel to be informed of the actions and plans regarding the reduction of food waste in North Herts.

26 INFORMATION NOTE - WORK PROGRAMME AND ACTION TRACKER

Audio Recording – 4 minutes 13 seconds.

N.B: This item was considered prior to Item 22 – Presentation to Service Manager – Waste & Recycling

The Policy & Community Engagement Manager presented the Information Note – Work Programme and Action Tracker and advised as follows:

- He drew attention to Point 2.2 of the Information Note;
- The team had liaised with the University of Brighton on the future of the EdiCitNet project following the withdrawal of the Heritage Foundation;
- The team was developing a scoping document on Biodiversity Policy for the Hertfordshire Climate Change and Sustainability Partnership;
- The next meeting in February would cover air quality;
- The pandemic had affected ongoing and outstanding actions and progress reports would be forthcoming when possible;

The following Members contributed to the discussion:

- Cllr Claire Strong
- Cllr Michael Muir

The points raised included:

- There should be an agenda item for next year's panel to include a discussion around Water supply and disposal (pollutants to chalk stream with specific reference to the Pirton area);
- The next panel should consider all noise pollution.

RESOLVED: That the Information Note entitled Work Programme and Action Tracker be noted.

REASON FOR DECISION: To ensure the Cabinet Panel on the Environment is able to plan its workload and monitor actions.

The meeting closed at 9.00 pm

Chair

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CABINET PANEL ON THE ENVIRONMENT 23 February 2020

*PART 1 – PUBLIC DOCUMENT

TITLE OF INFORMATION NOTE : WORK PROGRAMME AND ACTION TRACKER FOR 2020/21

INFORMATION NOTE OF THE POLICY AND COMMUNITY ENGAGEMENT MANAGER

EXECUTIVE MEMBER – Environment and Leisure Executive member and 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 By way of update to the Panel, the Corporate Policy Team have been involved in the following work:

EdiCiNet

The University of Brighton has confirmed that the option to continue with Letchworth Garden City as one of the follower cities has been rejected/declined. It would appear that negotiations with another city has already taken place.

Contributions to the Hertfordshire Climate Change and Sustainability Partnership (HCCSP)

The scoping document for a county-wide biodiversity baseline was presented at the January 2021 meeting. The paper included the next steps, including the development of a Procurement Intention Notice, and a Specification for the work and recommendation for joint working and funding from each of the districts.

The subgroup is now working together to draft an Action plan in regard to Biodiversity. This Action plan will identify next steps/actions for the county. These topics under discussion will include but not be limited to - developing a biodiversity baseline, raising awareness of local

biodiversity and encouraging community engagement, advocacy of the specification of local green space management as a statutory function, highlight the value of Local Nature Reserves and other wildlife areas, and support the delivery of Biodiversity Net Gains. A county wide audit is being conducted for all district councils in regard to climate change. NHDC's is scheduled to take place during February 2021 to assess best practice.

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 - EnvironmentPanel@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 Programme of meetings and Action Tracker

6. CONTACT OFFICERS

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7. BACKGROUND PAPERS

- 7.1 Appendix A

APPENDIX A

POTENTIAL PROGRAMME FOR FUTURE CABINET PANEL ON THE ENVIRONMENT MEETINGS 2020 -21

Meeting 1. 7th 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. 9th September 2020	The New 'Normal': Recovering from a Pandemic (Including biodiversity, council operations moving forward)
Meeting 3. 17th November 2020	Food Waste and Recycling (Including food waste reduction, and capture from the residual stream)
Meeting 4. 23rd February 2021	Round-up Meeting (Including review of achievements and climate change strategy)

CABINET PANEL ON THE ENVIRONMENT – ACTION TRACKER: October 2019

Date and Min No	Action/Resolutions	Action/Response/Outcome	Status (Complete/in progress)	Additional commentary
a11092019 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	Complete	

Date and Min No	Action/Resolutions	Action/Response/Outcome	Status (Complete/in progress)	Additional commentary
		pages. Latest Outlook magazine features a range of articles relating to the environment and climate change.		
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	Initial survey results received.

Date and Min No	Action/Resolutions	Action/Response/Outcome	Status (Complete/in progress)	Additional commentary
				Further action to refine information
28112019 EP17	Himalayan presentation from November panel – will be circulated by Dr Porter in January 2020.	Policy and Community Engagement Manager	Complete	On NHDC YouTube channel
2811019 EP20	Explore the possibility of Community composting	Executive member for Recycling and Waste	On-going	Executive member and Deputy to prioritise identified actions against demands of Waste service delivery during Covid-19 pandemic
06012020 EP24	Investigate costs of Weekly update in Comet/ Monthly billboards	Executive member for Recycling and Waste	On-going	As EP 20
06012020 EP25	Investigate the options of installing chewing gum bins in the district (GUMDROP)	Executive member for Recycling and Waste	On-going	As EP 20
06012020 EP26	Investigate the renewal of a Furniture Reuse facility	Executive member for Recycling and Waste	On-going	As EP 20
06012020 EP27	NHDC publicised activity of schools in recycling	Executive member for Recycling and Waste	On-going	As EP 20
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	As EP 20
06012020 EP29	Investigate the process to access an empty shop for Terracycle and other voluntary organisations	Policy and Community Engagement Team	Complete	The Community Engagement has facilitated the installation of a Terracycle collection point at

Date and Min No	Action/Resolutions	Action/Response/Outcome	Status (Complete/in progress)	Additional commentary
				the Morrisons store at Letchworth.
06012020 EP20	Investigate the possibility of recycling points in the district	Executive member for Recycling and Waste	On-going	As EP 20
06012020 EP31	Encourage more volunteers to consider recycling opportunities	Executive member for Recycling and Waste	On-going	As EP 20
06012020 EP33	Investigate the option of litter picking stations (include schools)	Executive member for Recycling and Waste	On-going	Jeanette Lowden – Covid secure procedure -
06012020 EP34	Establish a 'Eco- credentials' of food outlets(Similar to food hygiene scoring)	Executive member for Recycling and Waste	On-going	As EP 20
06012020 EP35	County Council to increase signage of being more litter aware.	Executive member for Recycling and Waste	On-going	As EP 20
06012020 EP36	Investigate 'Rocket' composting sites	Executive member for Recycling and Waste	On-going	As EP 20
06012020 EP37	Investigate the service change of 4 weekly collections/smaller bins/incentivise better recycling habits	Executive member for Recycling and Waste	On-going	As EP 20
06012020 EP38	Encourage the use of recyclable cups at district events.	Executive member for Recycling and Waste	On-going	As EP 20
06012020 EP40	Highlight existing repair and re-purpose campaigns and promote new initiatives	Executive member for Recycling and Waste	On-going	As EP 20
06012020 EP41	Monthly educational campaigns	Executive member for Recycling and Waste	On-going	As EP 20
06012020 EP42	Establish Community composting workshops	Executive member for Recycling and Waste	On-going	Advertisement of Subsidised home compost bins/wormeries on external site
05032020 EP46	Anti-idling policy development	NHDC Legal team/ Environmental Health	On-going	To be further developed as part

Date and Min No	Action/Resolutions	Action/Response/Outcome	Status (Complete/in progress)	Additional commentary
				of the Sustainable North Herts programme
05032020 EP47	Smart Card option bus use in district	Transport officer	On-going	As EP46
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
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	Complete	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	Outstanding	
06012020 EP39	Re-advertise real nappy campaign/exchange	Executive member for Recycling and Waste	Complete	Link on External website and further links to WasteAware Real Nappy website and North Herts Library Facebook page
07072020 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	On-going	

Date and Min No	Action/Resolutions	Action/Response/Outcome	Status (Complete/in progress)	Additional commentary
07072020 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.	On-going	Policy and Community Engagement Manager liaising with Transport Officer to ensure relevant community groups are engaged

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