

NORTH HERTFORDSHIRE DISTRICT COUNCIL



11/02/2022

Our Ref Cabinet Panel on the
Environment/22/02/2022
Contact. Committee Services
Direct Dial. (01462) 474655
Email. committee.services@north-herts.gov.uk

To: Members of the Committee: Steve Jarvis (Co-Chair), Amy Allen (Co-Chair), Val Bryant, Juan Cowell, George Davies, Sarah Dingley, Gerald Morris, Adem Ruggiero-Cakir and Tom Tyson

Substitutes: Councillors Mike Hughson, Michael Muir, Carol Stanier, Kay Tart and Richard Thake

NOTICE IS HEREBY GIVEN OF A

MEETING OF THE CABINET PANEL ON THE ENVIRONMENT

to be held as a

REMOTE MEETING

On

TUESDAY, 22ND FEBRUARY, 2022 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
<p>1. APOLOGIES FOR ABSENCE Members are required to notify any substitutions by midday on the day of the meeting.</p> <p>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.</p>	
<p>2. MINUTES - 16 NOVEMBER 2021 To take as read and approve as a true record the minutes of the meeting of the Committee held on the 16 November 2021</p>	<p>(Pages 5 - 10)</p>
<p>3. 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.</p>	
<p>4. 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.</p> <p>The Chair will decide whether any item(s) raised will be considered.</p>	
<p>5. INFORMATION NOTE: WORK PROGRAMME AND ACTION TRACKER INFORMATION NOTE OF THE POLICY AND COMMUNITY ENGAGEMENT MANAGER</p> <p>To highlight items scheduled in the work programme of the Cabinet Panel on the Environment 2021/22</p>	<p>(Pages 11 - 22)</p>
<p>6. PRESENTATION ON ADAPTATION TO CLIMATE CHANGE</p>	
<p>7. PUBLIC PARTICIPATION & DISCUSSION To receive petitions, comments and questions from the public and to discuss the contributions to the meeting.</p>	

Public Document Pack Agenda Item 2

NORTH HERTFORDSHIRE DISTRICT COUNCIL

CABINET PANEL ON THE ENVIRONMENT

MEETING HELD IN THE REMOTE MEETING ON TUESDAY, 16TH NOVEMBER, 2021 AT 7.30 PM

MINUTES

Present: *Councillors: Councillor Steve Jarvis and Councillor Amy Allen (Co-Chair), Councillor Val Bryant, Councillor George Davies, Councillor Sarah Dingley and Councillor Adem Ruggiero-Cakir*

In Attendance: *Reuben Ayavoo (Policy and Community Engagement Manager), Alice Sims (Trainee Policy Officer), Penny Copestake (PA to the Service Director - Legal and Community), Louise Overington (Service Development and Support Manager) and Chloe Hipwood (Shared Service Manager – Waste & Recycling)*

Also Present: *At the commencement of the meeting Councillor Carol Stanier and approximately 5 members of the public, including registered speakers.*

27 APOLOGIES FOR ABSENCE

Audio recording – 2 minutes 15 seconds

Apologies for absence were received from Councillors Keith Hoskins and Gerald Morris.

28 MINUTES - 7 SEPTEMBER 2021

Audio Recording – 2 minutes 25 seconds

Councillor Steve Jarvis, as Chair, proposed and it was:

RESOLVED: That the Minutes of the Meeting of the Committee held on 7 September 2021 be approved as a true record of the proceedings and be signed by the Chair.

29 NOTIFICATION OF OTHER BUSINESS

Audio recording – 3 minutes 21 seconds

There was no other business notified.

30 CHAIR'S ANNOUNCEMENTS

Audio recording – 2 minutes 40 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 as well as being filmed. The audio recordings will be available to view on Mod.gov and the film recording via the NHDC YouTube channel.
- (3) Members were reminded to make declarations of interest before an item, the detailed reminder about this and speaking rights is set out under Chair's Announcements on the agenda.

31 INFORMATION NOTE - WORK PROGRAMME AND ACTION TRACKER FOR 2021/22

Audio Recording – 3 minutes 24 seconds

The Policy & Communities Manager presented the information note entitled Work Programme and Action Tracker for 2021/22 and drew attention to the following:

- Have been working with the Hertfordshire Climate Change and Sustainability Partnership and took part in a COP event on 3 November.
- A paper was circulated recently looking at solar bulk purchasing for County and Districts, this would be explored at the January meeting and further details would be shared at a later meeting.
- NHDC were leading on Biodiversity and Biodiversity Baseline.
- The Carbon Footprint Calculators have been reviewed and have shortlisted three, each with a different level of detail and ease of use.
- Community composting schemes were underway, with the support of the Council in promoting this.
- All bins in town centres had been converted to collect cigarette ends and chewing gum.
- There had been over 1000 expressions of interest in the 'Tree Give-Away' scheme and the Greenspace team would be liaising with BIDs to encourage further expressions of interest.

The following Members, Officers and members of the public took part in a discussion and asked questions regarding the Policy and Community Manager's update.

- Councillor Steve Jarvis
- Councillor Amy Allen
- Reuben Ayavoo
- Diane Ketcher
- Chloe Hipwood
- Christine Watson

In response to questions, the Shared Service Manager – Waste Management advised there had been around 60 areas adopted as part of the 'Adopt an Area' scheme. They also confirmed that any leaves collected from open spaces and streets by NHDC contractors was sent for composting, but would need to confirm whether this could be shared with allotments.

Councillor Steve Jarvis commented that it was positive to hear about a County wide scheme for solar panels and that the 1000 expressions of interest in trees accounted for more than the 10,000 trees available and would need to look at making sure these were spread as widely as possible.

RESOLVED: That the Information note entitled Work Programme and Action Tracker for 2021/22 was updated.

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

32 PRESENTATION ON WASTE AND RECYCLING

Audio recording – 12 minutes 45 seconds

Chloe Hipwood and Louise Overington from North Herts Council gave a presentation on Waste and Recycling. Chloe introduced herself and Louise and briefly explained their roles.

The presentation was about working towards being Net Zero and some of the initiatives that are currently being done or being looked at. Some of the main points included in the presentation outlined:

- Work was ongoing on a carbon management plan, as the refuse service was one of the biggest emitting departments at the Council. This included installation of analytic devices on refuse collection vehicles and exploration of fleet decarbonisation options.
- Food waste still accounts for a third of waste in residual bins and Council social media messaging has focussed on this as food waste is one of the main contributors to greenhouse gasses.
- A Waste Awareness Officer was recruited earlier in the year, allowing the Council to promote seasonal social media messages and events.
- Some of the schemes promoted included; Food Waste Pledge, Plastic Free July and reusable nappies.
- The Adopt an Area scheme started in 2021. 174 contacts had been made expressing interest in adopting an area and kits had been provided to Parishes in the district.
- Waste Electrical and Electronic Equipment (WEEE) Day encouraged people to bring unwanted electrical items for recycling and received over 10.5 tonnes of WEEE. Some of these items would be able to be reused thanks to Herts County Council PAT testing funds.
- Waste Warriors Facebook Group established to encourage a more community led and less formal approach to tackling waste. There was a need to improve the reach of the posts in these groups.
- Future campaigns will include promoting advice on wrapping paper disposal and paper based alternatives, seasonal messaging on food waste and recycling and campaigns to promote the use of the kerbside paper recycling bins.

The Chair thanked Chloe Hipwood and Louise Overington for their presentation and lead a discussion on the presentation.

The following Members and members of the public took part in the discussion and asked questions:

- Councillor Amy Allen
- Councillor Val Bryant
- John Webb
- Christine Watson
- Diane Ketcher

Councillor Amy Allen commented that it was positive to see so much wrapping paper without glitter.

In response to questions, the Shared Service Manager – Waste Collection advised:

- Items brought to a WEEE event would be handled in the same way as if they were taken to a Household Recycling Centre. Items that can be reused will be collected and sent to a Reuse Centre for PAT testing.
- Promotion of local businesses was discouraged on Waste Warriors page in order to prevent any issues around green-washing. Public were encouraged to share positive stories of local businesses who were doing positive environmental things.
- There would need to be a discussion held with Comms department to see if Plastic Free North Herts could be included on the Council website.
- Messaging around Christmas wrapping paper would be online only this year, as a trial to see how this affects amounts of recycling and cross-contamination. If this is successful, it would be rolled out further next year.

33 PRESENTATION FROM ROYSTON REPAIR CAFÉ

Audio recording - 63 minutes 50 seconds

Chris Lee from Royston Repair Café gave a presentation on The Royston Repair Café and outlined:

- It was important to find good ideas around recycling and the environment and borrow and reusing these, but learn from previous mistakes.
- Established a hashtag, #RoystonReducingWaste, which was an umbrella structure which other organisations could shelter under, in an attempt to share existing waste reduction schemes in place at companies and organisations in Royston.
- Set up Repair Shed in Hemel Hempstead, as part of the Men's Sheds scheme, and the Repair Café in Royston in 2014 and these are both still functioning. The Men's Shed scheme was focussed on making, mending and learning.
- iFixit business in Royston repairs technology based items and the Right to Repair has made it legal to repair tablets, iPhones, etc.
- There were several other businesses and schemes running across Royston which were attempted to reduce waste through repairing items.
- Briefly outlined tentshare and the work being done by that business.
- The future aims of the Repair Café were to run Skill Sharing Sessions, clothing exchanges, tool libraries and a community fridge, amongst other ideas.
- Highlighted the possibility of looking at repurposing the disused public toilets in Royston.
- In Glasgow, there was Remade Network, which promotes a city wide repair economy, with both private and public partners, providing affordable repairs and training for new green jobs.

The Chair thanked Chris Lee for his presentation and said the meeting would now hear from tentshare and then questions would be taken from both presentations.

34 PUBLIC PARTICIPATION & DISCUSSION

Audio recording – 76 minutes 48 seconds

The Chair invited Rebecca Heaps from tentshare to speak.

Rebecca thanked the Chair for the chance to address the Panel and gave a presentation to explain the aims and work of tentshare, which included:

- The scheme was a community led, tent mapping service in an attempt to reduce the amount of tent waste.
- The two main arms of the scheme are Family Camping, where tents can be rented out and hired by someone in the local area. The other arm was a festival scheme, which looked to rent salvaged tents to festival goers.
- Part of the scheme was to encourage people, and teach people how, to repair their tents.
- tentshare was a peer-to-peer sharing scheme, based on a triple line business model (planet, people, profit).

The Chair thanked all Rebecca Heaps for her contribution to the meeting.

The Chair lead a discussion regarding the contributions to the meeting and the following Members, Officers and members of the public took part:

- Councillor Steve Jarvis
- Chloe Hipwood
- Diane Ketcher

In response to the presentations, the Shared Service Manager – Waste Management encouraged both Rebecca and Chris to get in touch if there was any specific help the Council Waste services could offer and requested that a wanted section be set up as a function of tentshare.

Rebecca Heaps advised that she would pass the idea back onto the committee.

In response to the presentations, Councillor Steve Jarvis advised he was keen to explore how NHDC disused buildings (such as the public toilets) could be brought back into use. He also noted that the Council could better promote the work and schemes being run by volunteers and charities.

In response to questions, the Shared Service Manager – Waste Management advised that VegWare type items should not be included in household recycling bins, as these items can generally only be composted in specific places and advised that they would look at including this on the website.

The meeting closed at 9.01 pm

Chair

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**CABINET PANEL ON THE ENVIRONMENT
22 February 2022**

***PART 1 – PUBLIC DOCUMENT**

TITLE OF INFORMATION NOTE: WORK PROGRAMME AND ACTION TRACKER FOR 2021/22

EXECUTIVE MEMBERS – 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 2021/22 following the initial meeting. The Work Programme/Action Tracker at Appendix A allow the scene to be set for evaluation of such actions, and the agreement of topics for 2021/22 civic year.

The Cabinet Panel aims to set a work programme which will enable 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:

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

Changes that were made to The Biodiversity Action Plan as a result of the stakeholder engagement process were presented to HCCSP on the 24th November. The Plan is therefore now considered to be adopted. Work will continue to assign actions to officers for implementation and monitoring when the Projects Leads Officer begins their role in the new year.

We continue to attend the fortnightly meetings with WSP around the county-wide biodiversity baseline. All of the data has now been analysed and they are currently completing a quality assessment exercise to validate the accuracy of the data and their results. So far, the results of this assessment have been very encouraging. We are on track for completion around the end of the financial year and WSP will be presenting to HCCSP in April on how the baseline can be used within the local authorities.

Having completed the delegated decision for a County-wide Solar Bulk Purchase Scheme, we are now awaiting final approval of the scheme by HCCSP. This was meant to take place in January but has been delayed due to internal authority approval processes.

We continue to attend meetings of and contribute to the Behaviour Change subgroup who are drafting an action plan currently and working to identify a key action to take forth from each of the other priority areas.

The HEAT Herts Energy Advice Tool, an energy saving app for residents, has now been launched. This is now available on apple and android app stores and is accessible to residents throughout Hertfordshire. The app is designed to take residents through their home and fill in a survey to identify how they can reduce their energy usage in order to save money on bills and help the environment. The comms team have been alerted and will be posting about the app over the next few weeks and across the year to continue raising awareness that it is available for our residents to use.

A session on Engaging the Public on Climate Change was organised by Hertfordshire Sustainability Officers Group for any relevant officers to attend. The session covered 'Do's and Don'ts' for climate related communications and provided useful advice on how to engage best with residents on climate and environmental matters.

Climate Change Communication Plan

The policy team has worked with the communications team to produce a climate change communication plan for the next calendar year. The plan will focus on local and national environmental events and days and include information and behaviour change suggestions related to these events. The new communication plan will achieve a number of proposed actions from the Climate Change Strategy which sit under the priority of 'Inspiring the Community'.

Climate and Environment Presentation for Councillors

The Policy Team held two information sessions for Councillors on the council's climate and environment work. The presentation gave an overview of COP26 and The Environment Act 2021 and their implications for local authorities; the work that the council do as part of the Hertfordshire Climate Change and Sustainability Partnership; the council's Climate Change Strategy including achieved actions; the council's carbon footprint; and upcoming projects.

The sessions were attended by Councillors from all three parties and received positive feedback. Suggestions included sharing the climate achievements infographic with Councillors to push out on their own channels, as well as more widely publicising the infographic by putting up posters of it in the town centre information centres. The Policy team have also requested that the infographic be added to the scrolling information on the CSC receptions screens.

Greenspace Management Strategy

The policy team are involved in reviewing the upcoming Greenspace Management Strategy, to ensure that this aligns with the environment and climate change agenda. Written sections have been produced to ensure the strategy ties with the Climate Change Strategy and the HCCSP Biodiversity Action Plan.

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 could choose to accept suggestions from outside the meeting including:

- Suggestions by Members of the public or organisations either at the meeting or by email;
- Recommendations from Council, Cabinet or any other Committee;
- Suggestions by any Member of the Council;
- Suggestions by any Officer of the Council.

3.3 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.

3.4 Attendance from external bodies and members of the public is actively encouraged.

3.5 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

Reuben Ayavoo, Policy and Communities Manager
01462 474212 Reuben.ayavoo@north-herts.gov.uk

Louis Mutter, Member, Committee and Scrutiny Officer, 01465 474514
Louis.mutter@north-herts.gov.uk

Georgina Chapman, Policy Officer, 01462 474121
Georgina.chapman@north-herts.gov.uk

Alice Sims, Trainee Policy Officer 01462 474220
Alice.sims@north-herts.gov.uk

7. BACKGROUND PAPERS

7.1 Appendix A - Action Tracker

APPENDIX A

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

<p>Meeting 1. 7th July 2020</p>	<p>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</p>
<p>Meeting 2. 9th September 2020</p>	<p>The New 'Normal': Recovering from a Pandemic (Including biodiversity, council operations moving forward)</p>
<p>Meeting 3. 17th November 2020</p>	<p>Food Waste and Recycling (Including food waste reduction, and capture from the residual stream)</p>
<p>Meeting 4. 23rd February 2021</p>	<p>Round-up Meeting (Including review of achievements and climate change strategy)</p>

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 Page 14	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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