

NORTH HERTFORDSHIRE DISTRICT COUNCIL



08/07/22

Our Ref Cabinet Panel on the Environment/ 20 July 2022
Contact. Committee Services
Direct Dial. (01462) 474655
Email. committee.services@north-herts.gov.uk

To: Members of the Committee: Steve Jarvis (Chair), Amy Allen (Vice-Chair), Carol Stanier, Chris Hinchliff, George Davies, Gerald Morris, Juan Cowell, Michael Muir, Val Bryant and Adem Ruggiero-Cakir

Substitutes: Councillors Kay Tart, Richard Thake, James Denselow, Claire Strong and Tom Tyson

NOTICE IS HEREBY GIVEN OF A

MEETING OF THE CABINET PANEL ON THE ENVIRONMENT

to be held as a

REMOTE MEETING

On

WEDNESDAY, 20TH JULY, 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
1. 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.	
2. MINUTES - 22 FEBRUARY 2022	To take as read and approve as a true record the minutes of the meeting of the Committee held on 22 February 2022	(Pages 5 - 8)
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.	
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. The Chair will decide whether any item(s) raised will be considered.	
5. INFORMATION NOTE: WORK PROGRAMME AND ACTION TRACKER FOR 2022/23	INFORMATION NOTE OF THE POLICY AND COMMUNITIES MANAGER To highlight items scheduled in the work programme of the Cabinet Panel on the Environment for 2022/23	(Pages 9 - 16)
6. PUBLIC PARTICIPATION	To receive petitions, comments and questions from the public.	

This page is intentionally left blank

Public Document Pack Agenda Item 2

NORTH HERTFORDSHIRE DISTRICT COUNCIL

CABINET PANEL ON THE ENVIRONMENT

MEETING HELD IN THE REMOTE MEETING
ON TUESDAY, 22ND FEBRUARY, 2022 AT 7.30 PM

MINUTES

Present: *Councillors: Councillor Steve Jarvis and Councillor Amy Allen (Chair), Val Bryant, George Davies, Sarah Dingley, Gerald Morris, Adem Ruggiero-Cakir, Tom Tyson and Michael Muir.*

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

Also Present: *At the commencement of the meeting approximately 10 members of the public, including registered speakers.*

35 APOLOGIES FOR ABSENCE

Audio recording – 2:10

Apologies for absence were received from Councillor Juan Cowell.

36 MINUTES - 16 NOVEMBER 2021

Audio Recording – 2:23

Councillor Amy Allen proposed, Councillor Gerald Morris seconded, and it was:

RESOLVED: That the Minutes of the Panel held on 16 November 2021 be approved as a true record of the proceedings and be signed by the Chair.

37 CHAIR'S ANNOUNCEMENTS

Audio recording – 2:50

- (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 drew attention to a supplementary agenda pack for item 5 which had been published containing an updated version of the Action Tracker owing to an administrative error with the original document.

38 NOTIFICATION OF OTHER BUSINESS

Audio recording – 3:35

There was no other business notified.

39 INFORMATION NOTE: WORK PROGRAMME AND ACTION TRACKER

Audio Recording: 5:10

The Policy and Community Engagement Manager and Policy Officer presented the Information note entitled Work Programme and Action Tracker for 2021/22 and drew attention to the following:

- Contributions made to the Hertfordshire Climate Change and Sustainability Partnership. Work is now being assigned to officers;
- An action in the Biodiversity Action Plan was around a creation of a biodiversity baseline;
- Have completed a delegated decision for a county-wide 'Solar Bulk Buy Scheme'. This is waiting for approval at HCCSP, and is due to be considered shortly;
- Continuing to attend meetings as part of the Behaviour Change subgroup at HCCSP;
- Hertfordshire Energy Advice Tool – Energy saving app for residents which can be downloaded in the App Store;
- Attended a session on engaging the public on climate change as part of the HCCSP;
- Having identified adaptation as a key priority, the HCCSP set up an adaptations subgroup;
- North Herts Policy Team has been working with the Communications Team to produce a climate change communication plan for the year.
- Involved in reviewing the upcoming Greenspace Management Strategy to make sure it aligns with NHC policies.
- 10,000 free trees being provided to residents have all been given away.
- Set up an environmental inbox to allow the public and organisations to provide suggestions for the Panel's consideration.

RESOLVED: That the Information note entitled Work Programme and Action Tracker for 2022 was updated.

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

40 PRESENTATION ON ADAPTATION TO CLIMATE CHANGE

Lynne Ceeney, Herts LEADS, gave a presentation on Adaptation to Climate Change.

Some key points from the presentation were:

- Climate change adaptation is identifying the risks that climate change causes and either removing them completely or reducing them to a manageable level;
- Determining incremental risks as a result of climate change can be difficult compared to sudden events;
- A case study was provided, which highlighted the risk analysis of climate change impact by Cardiff Airport;
- How to prioritise climate change risk;
- How to create an adaptation action programme.

The Chair lead a discussion following the presentation.

The following Members and members of the public took part:

- Kimberly Hare
- Councillor Steve Jarvis
- Nicky Clark
- Georgina Chapman
- Reuben Ayavoo
- Councillor Amy Allen

The discussion covered a range of points including:

- The HEART report on adaptation;
- Adaptation to climate change on a community level;
- Backup plans due to effects to communication from climate change;
- HCCSP's progress in these issues;
- Switching from prevention to management depending on the frequency of events.

The Chair thanked Lynne Ceeney for her presentation.

41 PUBLIC PARTICIPATION & DISCUSSION

Audio recording – 1:07:30

The Chair invited Sue Lines to speak about upcoming eco festivals in the area.

Sue Lines and Diane Ketcher provided a background of events and gave a list of upcoming events including:

- Baldock is planning an eco-fest on 7 May;
- Hitchin on 14 May;
- Letchworth are looking at hosting something on 10 September.

The following Members took part in a discussion:

- Councillor Val Bryant
- Councillor Steve Jarvis

Some of the points discussed included:

- Taking part in organisation of these festivals;
- Issues around officer availability;
- The Council's role in these events.

The Chair thanked Sue Lines and Diane Ketcher for their contributions to the meeting.

The meeting closed at 8:50 pm.

Chair

This page is intentionally left blank

CABINET PANEL ON THE ENVIRONMENT 20 July 2022

*PART 1 – PUBLIC DOCUMENT

TITLE OF INFORMATION NOTE: WORK PROGRAMME AND ACTION TRACKER FOR 2022/23

EXECUTIVE MEMBERS – Environment and Leisure Executive member and Recycling and Waste Management

PRIORITY: SUSTAINABILITY / A BRIGHTER FUTURE TOGETHER

1. SUMMARY

1.1 This note highlights proposed items scheduled in the work programme for the Cabinet Panel on the Environment for 2022/23, to be agreed at 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 2022/23 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)

Over the past six months, the policy team have been involved in the work around developing the county-wide biodiversity baseline. The finalised dataset and report are now complete and due to be shared with the relevant officers in each authority. Two workshops have been held (one for HCCSP Members, one for Officers) on the development of the baseline, key findings, and the uses and limitations of it.

The policy team have now RAG-rated (Red, Amber, Green) all actions from all HCCSP actions plans (Water, Biodiversity, Carbon Reduction, Transport, and Behaviour Change) to indicate to the HCCSP Project Leads Officer how far along we are with progress and implementation of the actions within North Herts. This rating will also help us to understand which actions we still need to feed through to service delivery plans and commence work on.

The Behaviour Change Subgroup have now produced a draft of their Strategic Action Plan, ensuring that all actions are SMART (Specific, Measurable, Achievable, Relevant, Time-bound). This has been taken to the HCCSP and approved in draft form. Following recommendations from HCCSP, the subgroup has now prioritised three key themes on which to begin work. These are:

- Raising awareness of the value and need for protection of biodiversity and promoting behaviour change to residents and businesses
- To increase deployment of renewable energy in Hertfordshire
- Raising awareness of the value of water and promoting behaviour change to residents and businesses

North Herts Council have signed up to participate in a Solar Bulk Purchase Scheme run by iChoosr. This will allow residents that sign up to install solar panels at a discounted cost. The Solar Bulk Purchase scheme will be launched around the end of August.

Carbon Emissions Assessment

The carbon baseline report has been updated and is now inclusive of the Council's other sites and buildings. This baseline now includes everything that the consultant recommends we include other than F gases. We have been given the opportunity for F gases to be included in the baseline if data can be provided.

Road Map to Net Zero

The contract for the Roadmap to Net Zero has been signed. Work is ongoing to provide the necessary information for this.

Review of the Council's 2021 Carbon Emissions and Climate Actions

The Policy Team has been collating data to estimate the Council's carbon emissions in 2021 and produce a document detailing what the Council has achieved in 2021 against the Climate Change Strategy's Proposed Actions. This work is ongoing.

Hitchin Eco-Fair, Saturday 14th May

North Herts Council was represented by a stall at the Hitchin Eco-Fair on Saturday 14th May. Materials were displayed to promote some of the climate-related work that the Council has and is doing. This included the North Herts climate change infographic; posters to promote the HEAT energy app, Herts Sustainable Periods, and the WWF carbon calculator a Hitchin fair trade map. Preparations are now underway for the Council to have a presence at the upcoming Letchworth Green Festival on 10th September and Royston's Sustainability Day on 2nd October.

Climate Change Officers Group

A Climate Change and Sustainability Officers Group has been established with the purpose to capture and guide service-level activity in relation to climate change, environment, and sustainability; To identify mechanisms and opportunities to mitigate the carbon impacts that arise from the delivery of Council services and duties, and synchronise implementation across services collaboratively; To support the implementation of the Council's strategies and those of the Hertfordshire Climate Change and Sustainability Partnership; To help the Council define and deliver 'value' and 'success' in its climate and sustainability activities on a consistent basis, including mechanisms for measuring success; To provide quarterly updates to the Climate Change Implementation Group (CCIG) in order to assist corporate and political leadership in delivering upon their ambitions in relation to climate change, environment, and sustainability; And to facilitate and champion a corporate culture of sustainability, helping shape the thinking

of staff in the more sustainable delivery of services. This group most recently met on Wednesday 15th June.

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 – WORK PROGRAMME AND ACTION TRACKER 2022/23

PROGRAMME FOR FUTURE CABINET PANEL ON THE ENVIRONMENT MEETINGS 2022-23

Meeting 1. 20th July 2022	Biodiversity: <ul style="list-style-type: none">• HCCSP biodiversity action plan• Council actions on biodiversity (How can the community support the actions in the plan)• Green and Growing Network Group (what does community action look like for climate change and how can the Council support this.• Finalising topics for upcoming meetings.
Meeting 2. 19th October 2022	Carbon Reduction
Meeting 3. 11th January 2023	Air Quality
Meeting 4. 22nd February 2023	Achievements

CABINET PANEL ON THE ENVIRONMENT – ACTION TRACKER: July 2022

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

Date and Min No	Action/Resolutions	Action/Response/Outcome	Status (Complete/in progress)	Deadline for Implementation	Additional commentary
					June 2022 for district councils.
05032020 EP47	Smart Card option bus use in district	Transport officer	On-going		The Bus Service Improvement Plan from HCC outlines the development of Smart Tickets as part to the plan. The plan has been recently been approved by the DfT. (introduction date unknown).
05032020 EP48	Review criteria of cycle to work scheme eligibility (HCC or NHDC)	Either HCC or NHDC	COMPLETED		NHC have implemented a Workplace Bikes scheme (salary sacrifice scheme) for employees - https://www.cycle2work.info
05032020 EP49	Consider the instituting of car free days in Hitchin	HCC highways/Transport officer	On-going		As EP46

This page is intentionally left blank