

APPENDIX A

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

Meeting 1. 8th June 2021	Introductory Session: Waste Awareness Presentation Discussion around topics for upcoming meetings
Meeting 2. 6th July 2021	tbc
Meeting 3. 7th September 2021	tbc
Meeting 4. 16th November 2021	tbc
Meeting 5. 22nd February 2022	tbc

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	Complete	Not financially viable but looking into ways the waste team can widen comms reach
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

Date and Min No	Action/Resolutions	Action/Response/Outcome	Status (Complete/in progress)	Additional commentary
				installation of a Terracycle collection point at 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	As EP 20
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.	Cllr Hone in county capacity	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	Recruited a Waste Awareness officer who is compiling a programme for East and North Herts

Date and Min No	Action/Resolutions	Action/Response/Outcome	Status (Complete/in progress)	Additional commentary
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 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	We've done this I think? Check with Jen
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

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