

APPENDIX A – WORK PROGRAMME AND ACTION TRACKER 2023/24

**PROVISIONAL PROGRAMME FOR CABINET PANEL ON THE ENVIRONMENT MEETINGS
2023-24**

Meeting 1. 19th July 2023	Setting the Work Programme and Water
Meeting 2. 27th September 2023	Sustainable Development
Meeting 3. 6th December 2023	Waste
Meeting 4. 20th March 2024	Achievements

CABINET PANEL ON THE ENVIRONMENT – ACTION TRACKER: January 2023

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	Community/Partnerships Team	On-going		Initial survey conducted and results received during the pandemic. Community Partnerships liaising with Best Before Café and Hitchin Food Rescue Hub to determine whether any further action is needed on this.
06012020 EP27	Explore what educational content schools provide on waste and recycling, and enable the sharing of best practice on this.	Executive member for Recycling and Waste	Not started		Action to be reviewed once the waste awareness officer is in post (2024)
06012020 EP34	Consider how we can promote eco-friendly action around waste, packaging, and recycling to local food outlets.	Executive member for Recycling and Waste	Not started		Action to be reviewed once the waste awareness officer is in post (2024)
06012020 EP37	Investigate the service change of 4 weekly collections/smaller bins/incentivise better recycling habits.	Executive member for Recycling and Waste	Complete	2025	At another recent Extraordinary Cabinet Meeting, it was agreed by Waste Management that the Council will move to purple bin collections every 3 weeks, as part of the Service Change in 2025 . This change will avoid an increase in costs and honour the Council's commitment to the Climate Change Emergency.

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06012020 EP38	Encourage the use of recyclable cups at district events.	Executive member for Recycling and Waste	On-going		<p>The Council's licensing policy states that as part of an application or Event Management Plan, the applicant should include a full environmental assessment of the event with measures to address waste management arrangements including maximising recycling. The policy also states that where plastic vessels are used at a premises, the Council encourages the use of compostable and/or biodegradable plastics and that suitable recycling provisions should be in place.</p> <p>To be reviewed once the waste awareness officer is in post (2024).</p>
05032020 EP46	Consider opportunities to reduce idling in the district.	HCC/HCCSP/Licensing/Policy&Strategy	On-going		<p>NHC's Taxi Licensing Policy states that all taxi and private hire vehicles must switch off engines when stationary and all are required to display an anti-idling sticker provided by the council to remind drivers to switch engines off when stationary.</p>

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					<p>HCCSP and Public Health have developed a microsite to inform, assist and keep residents updated on the latest developments, including local pollution alerts. It also provides campaign resources. Let's clear the air (hertfordshire.gov.uk)</p> <p>The County Council are investigating what approach should be taken on idling on their sites, including use of printed assets. Some assets are already available for schools who have travel plans and these can be received by contacting HCC's Active and Safer Travel Team.</p> <p>Policy & Strategy to ask HCCSP to look into the issues and opportunities around idling enforcement.</p>
05032020 EP47	Smart Card option for bus use in the district	Transport officer/HCC	Complete		There are currently three 'smart' ticketing products available: Multi-operator tickets, multi-modal tickets, and young persons discount tickets. HCC's Bus Service

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					Improvement Plan (published October 2022) outlines plans for development of further 'smart' ticketing options including account-based ticketing and tap on tap off. The DfT provides funding allocations for local transport authorities to provide bus service improvements outlined in their Bus Service Improvement Plan .
05032020 EP49	Consider how we can best encourage active or public transport to and within our town centres	HCC highways/Transport officer	On-going		Consider opportunities presented by the Local Cycling and Walking Infrastructure Plans and the Sustainable Travel Towns Programme. Consider campaign opportunities such as World Car Free Day.
11012023 EP50	Investigate and publicise Environmental employment skills learning modules	Policy&Strategy Team	Complete	March 2023	Published on the Climate Hive page and updated as and when new modules/courses emerge. We will look to promote this resource to schools for Green Careers Week in November.