

**CABINET PANEL ON THE ENVIRONMENT
15 OCTOBER 2019**

***PART 1 – PUBLIC DOCUMENT**

TITLE OF INFORMATION NOTE: WORK PROGRAMME AND ACTION TRACKER FOR 2019/20

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 2019/20 following the initial meeting. 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 for 2019/20 at the 27 June meeting. It agreed the Membership, Terms of Reference and procedure for the panel as noted here -

<http://srvmodgov01.north-herts.gov.uk/documents/s5515/APPENDIX%20A%20-%20Cabinet%20Panel%20on%20Environment%2027.06.19.pdf.pdf>

- 2.2 The work programme and action tracker have been updated following the initial meeting. Future meetings will be announced shortly to ensure good engagement with the community.

3. INFORMATION TO NOTE

- 3.1 An Environment inbox is being created to allow members of the public or organisations to provide suggestions/presentations for the panel's consideration.
- 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

Other Topics for Consideration

- 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 Work programme and Action Tracker

6. CONTACT OFFICERS

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7. BACKGROUND PAPERS

- 7.1 Cabinet report and Appendix A 27 June 2019