



## ENVIRONMENT & ECONOMY SELECT COMMITTEE

Date: Thursday, 6 July 2023

Time: 6.00pm

Location: Council Chamber, Daneshill House, Danestrete, Stevenage

Contact: Lisa Jerome (01438) 242203

committees@stevenage.gov.uk

Members: Councillors: R Broom (Chair), A Mitchell CC (Vice-Chair), J Brown, B Facey, C McGrath, A McGuinness, S Mead, C Parris, E Plater, G Snell and Baroness Taylor of Stevenage, OBE.

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### AGENDA

#### PART I

**1. APOLOGIES FOR ABSENCE AND DECLARATIONS OF INTEREST**

**2. MINUTES - 14 JUNE 2023**

To approve as a correct record the Minutes of the Environment and Economy Select Committee meeting held on Wednesday 14 June 2023.

Pages 3 – 8

**3. BUS SCRUTINY REVIEW - INTERVIEWS WITH HCC TRANSPORT UNIT & HCC EXECUTIVE PORTFOLIO HOLDER FOR TRANSPORT & HIGHWAYS**

To receive the written response to questions and data requests and to carry out interviews with the HCC Director of Transport Unit and the Executive Portfolio Holder for Transport and Highways.

Pages 9 – 10

**4. MAPPING EXERCISE DOCUMENT FOR BUS SCRUTINY REVIEW**

To consider a mapping exercise document for the Bus scrutiny review.

Pages 11 – 16

**5. E&E SELECT COMMITTEE ACTION TRACKER**

To consider the Action Tracker for the Environment & Economy Select Committee.

Pages 17 – 20

**6. URGENT PART I BUSINESS**

To consider any Part I business accepted by the Chair as urgent.

**7. EXCLUSION OF PUBLIC AND PRESS**

To consider the following motions –

1. That under Section 100A of the Local Government Act 1972, the press and public be excluded from the meeting for the following items of business on the grounds that they involve the likely disclosure of exempt information as described in Paragraphs 1 – 7 of Part 1 of Schedule 12A of the Act as amended by Local Government (Access to Information) (Variation) Order 2006.

2. That Members consider the reasons for the following reports being in Part II and determine whether or not maintaining the exemption from disclosure of the information contained therein outweighs the public interest in disclosure.

**8. URGENT PART II BUSINESS**

To consider any Part II business accepted by the Chair as urgent.

## STEVENAGE BOROUGH COUNCIL

### ENVIRONMENT & ECONOMY SELECT COMMITTEE MINUTES

Date: Wednesday, 14 June 2023

Time: 6.00pm

Place: Council Chamber - Daneshill House, Danestrete

**Present:** Councillors: Rob Broom (Chair), Adam Mitchell CC (Vice-Chair), Jim Brown, Bret Facey, Conor McGrath, Andy McGuinness, Sarah Mead, Claire Parris, Graham Snell and Baroness Taylor of Stevenage, OBE.

**Start / End Time:** Start Time: 6.00pm  
End Time: 7.33pm

#### 1 APOLOGIES FOR ABSENCE AND DECLARATIONS OF INTEREST

There were no apologies for absence.

Baroness Taylor of Stevenage declared an interest in Item 6 – Bus Service Scrutiny Review due to her being the Shadow Spokesperson for Transport in the House of Lords.

#### 2 TERMS OF REFERENCE

It was **RESOLVED:** That the Terms of References be noted.

#### 3 MINUTES - 23 MARCH 2023

It was **RESOLVED:** That the Minutes of the Meeting of the Committee held on 23 March 2023 be approved as a true record of the proceedings and be signed by the Chair.

#### 4 UPDATE ON THE COST OF LIVING SCRUTINY REVIEW

The Chair updated Members on the Cost-of-Living scrutiny review where the Committee focused on three distinct areas of focus which were the impact on residents, the impact on businesses, and the impact on Stevenage Borough Council and its employees. The aim was to further inform Members around the agencies that were engaged in giving support to individuals and families, the challenges faced, and where those seeking support can find it.

The Committee had touched on general economic outlook, rising inflation, housing costs, food price inflation, and energy bills. There had been a desire to review the work done in the previous year to review what was needed for Winter 2023/24. The review had highlighted the positive work that SBC service teams, charities, and business support organisations carried out in the community.

The Chair introduced Sharon Bell MBE, Children Service Manager from Hertfordshire Family Services, to give a presentation on the work being carried out.

Sharon Bell informed Members the North Herts Family Centre worked with children from 0-5 but came across children of all ages through links with other services such as Family First who look at children 0-17. North Herts Family Centre offered different types of services including universal services, emerging needs which most of the services were being devoted to recently, parenting groups, and 1-1 support which offered more intensive direct support. The uptake of the 2-year funding available to parents was the highest in the Stevenage/North Hertfordshire area than anywhere else in the County which was seen as positive that parents were accessing this.

There had been 320 referrals in the last year where the main area of focus was Routine, Guidance and Boundaries. The family support service came in equally across the town, but Family First identified the most referrals came from Bedwell. This could link to where the most proactive services were to refer children. Ms Bell informed Members there had been over £4,000 in Stevenage that had gone into supporting 274 families and 487 children. This fund was linked with Bernardo's and was in addition to grants from other areas. North Herts Family Centre closely monitor who got the money and what it was put towards. They had identified money had mainly gone into heating, food vouchers and parcels, and cooking equipment. Some money also went into some furniture, as well as boxes to put clothes in as there was mould in wardrobes. This links to the issues in housing. Ms Bell identified the main issues that they were facing which included:

- Housing – this was a big issue as families had issues with damp, upsizing or downsizing, as well as landlords
- Form filling – many families struggled to access forms online and there had been a buddy system implemented to help them access this
- Cooking – a cooking with parents' course that had been running for many years wasn't working. Ms Bell suggested a cooking with kids as there was not being enough done in schools.
- Maintenance – this links back to housing, many families can't afford maintenance and don't have the skills to do it themselves
- Mental health – there had been ongoing issues with this since covid affecting both parents and children, with the cost of living only exacerbating the issue
- Education – this issue came from a meeting with Family First who identified Stevenage as the town with the highest number of referrals. They also reported that there were many children who were out of education or had poor education.

Ms Bell identified the partners that the North Herts Family Centre were working with and stated that they wished to build their relationships with the housing partners. She explained a wish list put together which included:

- Early intervention – this was key to support families before the issues became bigger

- More activities for primary ages – there were a lot of extracurricular activities for older children, such as afterschool clubs, however not many for younger children so there was a gap there
- Recruitment of volunteers – they were building volunteers well but would like to expand and meet other volunteers
- Continuation of toddler groups

The Chair then introduced Claire Norris, Service Delivery Manager from Home-Start Hertfordshire.

Claire Norris informed Members Home-Start had been identifying more issues than before. Similarly to North Herts Family Centre, housing was a big issue and they had been supporting a lot of families with this. Another issue being identified was budgeting and they had started finance projects to support families in their homes which were linked with the Money Advice unit to support training. She also agreed mental health was a big issue and families had suffered during covid and this was becoming worse with the cost of living. Ms Norris stated Home-Start mainly ran on volunteers who supported the families in their home, and they had been struggling with recruitment due to it being a 6–9-month commitment.

The Chair asked what they were doing that was making a difference. Ms Norris advised that the people offering services, such as money services, were helpful to support families. Signposting to partners also had an impact to highlight food banks, hygiene banks, pet food banks, etc. The hardship was also helpful, previously they were giving out a £50 food voucher however this was not enough, and they were now giving out £100. Ms Bell agreed and advised they had good relationships with the families, but now there were a lot of new families and the universal services were key, such as the toddler groups. Other places, such as the new family hubs that were being develop focused on early intervention which was key. She added networking was also crucial, with both partners, services, and families.

The Chair asked where the financial pressures came from. Ms Bell advised the main pressures came from rent, school uniform costs, school trips, etc. The ‘working poor’ were the most affected as many haven’t asked for help before and therefore didn’t know where to go to get support. There was work to be done around what schools were offering both free and low cost. Transport was also an issue as people were giving up cars, buses were an issue, children were walking who were often too young, or they weren’t going out at all. Many people couldn’t buy children’s passes so had to pay full fare. Ms Norris added that the people just above the benefit line were struggling the most, as well as people who had more than 2/3 children that managed before but couldn’t with more children. The Chair concluded that signposting was the most important and ensuring parents and families know what services were out there and where they could find support.

The Chair asked if there was a web solution to share this information. Ms Bell advised Hertfordshire County Council had the Herts Directory, however it was important that this information was also available on the Stevenage website as it was her view that more parents will search on the Stevenage website than Hertfordshire.

The Chair asked what the guests anticipated was needed for next year. Ms Bell advised that everything that was done in winter worked well, however accessing things was difficult, so they needed to look at things earlier. Money given to families needed to be planned carefully for those not already getting benefits and the working poor would be a need. Housing would still be an issue and in September school uniform needed to be looked at and there needed to be more work done with schools. There was a gap between schools and funding available to them, so networking was important.

A Member expressed concerns that cuts to County Council budgets could affect the youth services offered.

A few Members commented on education of children and the services offered by schools. Ms Bell advised that the reference to children's education came from a Family First meeting. They identified that the education of the children was not where it should be which could be due to children not attending, the quality of education, missed education because of covid, etc. Under 5's didn't have groups running therefor there was a gap in speech and language. They had also identified high literacy issues with parents which could also contribute. They give out equipment for families to access things online. She also added that some schools had low numbers.

Some Members asked questions regarding the volunteers. Ms Bell advised they were reliant on volunteers. The volunteers had to go through a 2-week training course which included child protection and a DBS check, and they were supervised for a period of time afterwards. Volunteers generally helped with filling in forms etc. Ms Norris advised Home Start were losing volunteers and were struggling to recruit. They asked volunteers to provide a service that was ongoing for a period of time which was a low-level family support role which people were often paid to do. They can't support all the families they received referrals for as volunteers can't support complex issues. She added that the training for volunteers was similar to North Herts Family Centre and they also included an e learning element. The volunteer managers, which were paid staff, helped write the letters to services such as housing, but families were informed it was not a guarantee.

A Member asked who referred the children. Ms Bell advised that healthcare and social teams often refer children as there was a general referral form, they can fill in which then was triaged to identify whether targeted intervention or universal services were needed.

Another Member asked whether they gave benefit support advice. Ms Bell advised that they signposted and gave support in accessing the services and advise.

The Chair thanked Ms Bell and Ms Norris for their contribution to the meeting.

## 5 **ENVIRONMENT & ECONOMY SELECT COMMITTEE SCRUTINY WORK PROGRAMME FOR 2023-24**

The Chair presented the Work Programme for 2023-24. He informed Members the Committee had finished the work on the cost of living, but the findings of the review

will be brought back to the Committee with a report and recommendations. This year's main focus was the bus service as it was a pressing public issue and links to climate change. The Committee would also revisit climate change and the Chair would invite Councillor Simon Speller and CE Matt Partridge to update the Committee on what work was being done.

A few Members stated it was important the Committee had the data on climate change to track the progress being made and that this issue needed to come to the Committee frequently, as well as before the pre-election period in March. The Scrutiny Officer advised that the Lead Climate Change Officer had been developing a portal containing live data designed to track the Council's progress and this can be introduced to the Committee. There had been a suggestion climate change came back to the Committee twice a year, which is what had been scheduled in the work programme for ongoing monitoring.

The Chair highlighted a suggestion from Councillor Loraine Rossati to look at STEM opportunities in Stevenage. A Member agreed that Stevenage had world leading organisation but didn't have enough local residents working in them and the Council needed to look at ways to improve this.

A few Members commented on the Stevenage Climate Strategy and what the deadlines were to establish medium- and long-term goals. They asked that this should report regularly into the Executive and Environment & Economy Committee for scrutiny.

The Chair advised they would keep pushing to invite speakers to attend the Committee to take accountability. 2030 remained the goal of reaching net zero, which was recognised as challenging, and the Council would need to look at what could be achieved in the next 7 years. The actions and targets can be reviewed, and this could come back to the Committee.

It was **RESOLVED:** That Environment & Economy Select Committee Work Programme and schedule of meetings or 2023-24 be noted, and that the following items be included in the work programme:

- Completion of the Cost of Living Review report and recommendations
- Conduct a review into local Bus services as the Committee's main review
- Monitoring of the Climate Change
- STEM opportunities for Young People

## 6 **BUS SERVICE SCRUTINY REVIEW - DRAFT SCOPING DOCUMENT**

The Chair introduced the draft scoping document for the bus service scrutiny review. He stated that more work needed to be done in terms of the bus service. He had been in contact with Hertfordshire County Council and Officers, as well as County Councillor Phil Bibby, who would be coming in to talk to the Committee. He also invited Arriva and the bus users' group to attend a meeting.

A few Members suggested looking at EV buses after the zero bus project didn't go ahead, which the Chair agreed could be built into the work stream. Another Member

added that Arriva, who were operating the zero bus project, suggested that the drop in passenger journeys were the reason given as to why the scheme was dropped in Stevenage.

A Member highlighted that the UNO bus wasn't included in the providers but was a useful link for university students in Hatfield. He suggested that comparative data should be looked at on all areas of the bus service, including running times as well as the new bus station. He also suggested the Committee could look at who should run the bus service.

The Chair suggested looking into equalities and accessibility within the bus service but was cautious of the amount of time available. A subgroup could be set up around travel and concessions, and disability access of the buses as well as the town centre from the bus station. Another Member agreed this would be good to look at as it was a big issue for bus users in terms of routes and accessibility. She also raised concerns regarding the bus ticket price caps ending.

A Member highlighted the issues with the current bus services and proposed that the review should start at looking at why the bus service was so poor and how to improve it, as this was important to many residents. Once this is established a review could then be expanded to look at the other issues, such as the expansions around Stevenage and the impact this would have on the bus service.

Another Member queried whether the bus services were similar in other towns like Stevenage. The Chair suggested bus services were equally challenging in other towns, but this review was intended to focus solely on Stevenage. Hertfordshire County Council were doing work on bus services in all areas in Hertfordshire, such as women's safety.

**7 URGENT PART 1 BUSINESS**

There was none.

**8 EXCLUSION OF PUBLIC AND PRESS**

Not required.

**9 URGENT PART II BUSINESS**

There was none.

**CHAIR**



## **Data requests from partners and questions for 6 July E&E Select Committee**

### **Specific requests for data from partners:**

- Comparative numbers of people using buses in Stevenage with milestone dates - 2019 (last full year before the pandemic) and 2022
- Data for the six months from January 2022 to 26 June 2022 (opening of the new Bus Interchange) and the first six months of 2023 (bus users)
- What was the bus frequency, times, route length (or similar measure) in Stevenage 2019 and 2022 (ideally details of timetabled buses and service that actually run)?
- How do fares (per kilometre) compare between Stevenage and other areas?
- Is there any data has been recorded for the number of people coming into the town centre by bus before and after the bus station moved (26 June 2022)?
- Is there any data on the proportions of people completing their journey in the town centre, continuing by train, changing to another bus?
- How are HCC Highways and Planners providing for enhanced local public transport in the future?

### **Questions for partners (HCC Transport Unit, HCC Executive Portfolio for Transport & Highways & Arriva Buses):**

- 1) Bus services in Stevenage have been plagued with service unreliability problems in recent years and lack of investment in our local service. We have more people choosing to live in Stevenage, planned future developments, and a major regeneration programme, which HCC is a partner in. Would you agree that a reliable local bus service is integral to serving future growth in Stevenage?
- 2) What were the underlying reasons for the Zero Emissions Bus Regional Area (ZEBRA) scheme failing in Stevenage? What lessons can be learned from the failed scheme for any future bids? Are these conversations beginning to be picked up with local and strategic partners?
- 3) Several other local authorities and bus service providers are moving forward at pace in investing in electric bus fleets, Coventry and Oxford to name a few. Aside from the clean air and CO2 emission reduction benefits, please offer a view on the investment cost and running cost of electric buses, verses diesel or biofuel equivalents.
- 4) What is HCC and local bus service providers doing to promote bus services in Stevenage and would it engage with the Borough Council and other partners to promote future bus use? Please offer examples of what has worked well elsewhere.
- 5) Many of us are aware of the major part a bus service can play in shifting journeys away from car use. What are the barriers to achieving this modal shift? With some authorities charging more for parking for non-electric vehicles, as opposed to electric vehicles and high costs to purchase electric cars for the motorist, isn't the case for good bus services even stronger?
- 6) The 29.7 million interlink reward funding from the Department of Transport cannot be used directly to subsidise services. If this is correct and we are spending 1.1 million across the County to support services and seeing companies step back from running services, does the funding model for bus services need to change?
- 7) Please offer a few of the type of adaptations that a disabled passenger could expect on a modern bus, to ensure that their customer experience is a safe and hassle-free journey.

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## Mapping exercise for E&E Select Committee – Bus Service Scrutiny Review

Issue	Who identified to address this/provide data and interview? (whether they are internal SBC or external partner)	What evidence / data can they provide?	Meeting interview/ evidence received date: (Link to Committee meeting where evidence/interview was undertaken)	Meeting scheduled for date: How will the info be gathered? (i.e. formal meetings, informal sub-groups, written responses)	Action & date required  If complete sign off in table:
Agree Scope for the review		N/A	Draft scope for the review was agreed at 14 June 2023 meeting	<a href="#">14 June 2023</a>	<a href="#">Updated</a> with Members comments at 14 June Meeting
Agree a form of words with the Chair for the questions for witnesses – Prioritise witnesses for 6 July 2023	Chair of E&E Select Committee and Scrutiny Officer.	N/A	<a href="#">6 July 2023</a>	Included in agenda for 6 July 2023.	Deadline - Monday 26 June 2023 ✓
Interview the HCC Executive Portfolio Holder, Highways & Transport	Cllr Phil Bibby, HCC Executive Portfolio Holder, Highways & Transport	Will be linked to the HCC Transport Unit Officer response.		Interview at E&E Thursday, 6 July 2023  Spoken evidence at meeting.	Invite by Scrutiny Officer by Mid-June ✓ Written questions circulated 26/06/23 ✓
Interview a representative from HCC Passenger Transport Unit	Simon Aries, HCC Director, Transport, Waste & Environment. Dan Tancock HCC Transport Unit.	Expecting some written response to the data request & verbal response to the questions raised		Thursday, 6 July 2023  Written response to data request and questions &	Invite by Scrutiny Officer by Mid-June ✓ Data requested 21/06/23 ✓

Issue	Who identified to address this/provide data and interview? (whether they are internal SBC or external partner)	What evidence / data can they provide?	Meeting interview/ evidence received date: (Link to Committee meeting where evidence/interview was undertaken)	Meeting scheduled for date: How will the info be gathered? (i.e. formal meetings, informal sub-groups, written responses)	Action & date required  If complete sign off in table:
		by the Chair – 06 07 23		spoken evidence at meeting.	Written questions circulated 26/06/23 ✓
Interview a representative from Arriva Bus, Centrebus and Uno Bus Company  Page 12	Michael Jennings, Area Head of Commercial Arriva South Kent, Medway, Essex and Southend Hertfordshire, Luton and Bedfordshire.	Expecting some written response to the data request and to the questions raised by the Chair – 04 09 23		Monday, 4 September 2023	Invite by Scrutiny Officer to Arriva Bus Company by Mid-June ✓ Data requested 21/06/23 ✓ Written questions circulated 26/06/23 ✓  <i>Centrebus and Uno Bus approach still needed – requested contact details from HCC Transport Unit.</i>
Interview a representative from local bus user group BUGS	Representative from local bus user group BUGS			4 September 2023  Spoken evidence at meeting.	Invite by Scrutiny Officer by Mid-June ✓

Issue	Who identified to address this/provide data and interview? (whether they are internal SBC or external partner)	What evidence / data can they provide?	Meeting interview/ evidence received date: (Link to Committee meeting where evidence/interview was undertaken)	Meeting scheduled for date: How will the info be gathered? (i.e. formal meetings, informal sub-groups, written responses)	Action & date required  If complete sign off in table:
Interview the SBC AD Planning and Regulatory, Zayd Al-Jawed / Interview SBC Engineering Manager, Robert Woodisse  D 8 13	SBC AD Planning and Regulatory, Zayd Al-Jawed / SBC Engineering Manager, Robert Woodisse	Any planning policy related docs – links to be sent to Members.		4 September?  Spoken evidence at meeting.	Invite by Scrutiny Officer by 30 June 2023.
Interview with Exec Portfolio Holder for Transport.	Cllr Lloyd Briscoe, SBC Executive Portfolio Holder for Transport.	Verbal input.		10 Oct or 1 Nov 2023 - Spoken input at meeting.	Invite by Scrutiny Officer by 30 June 2023.
Interview the SBC Climate Change Officer & SBC Head of Climate Change.	Veronica Chan, SBC Climate Change Officer & Fabian Oyarzun SBC Head of Climate Change	Any relevant docs that can be shared with Members re Sustainability and public transport.		10 Oct or 1 Nov 2023 - Spoken input at meeting and supporting documents.	Invite by Scrutiny Officer by end of July 2023.
Interview HCC Executive Portfolio Holder for Sustainability, Cllr Eric Buckmaster	Cllr Eric Buckmaster, Executive Portfolio Holder for Sustainability.	Will be linked to the HCC Sustainability Officer response.		10 Oct or 1 Nov 2023	Invite by Scrutiny Officer by 30 June 2023.

Issue	Who identified to address this/provide data and interview? (whether they are internal SBC or external partner)	What evidence / data can they provide?	Meeting interview/ evidence received date: (Link to Committee meeting where evidence/interview was undertaken)	Meeting scheduled for date: How will the info be gathered? (i.e. formal meetings, informal sub-groups, written responses)	Action & date required  If complete sign off in table:
				Written response to questions. Oral evidence.	
Interview HCC Director of Sustainability Page 14	Lynne Ceeney, Director for Sustainability, HCC	Any relevant docs that can be shared with Members re Sustainability and public transport.		10 Oct or 1 Nov 2023 Written response to questions. Oral evidence	Invite by Scrutiny Officer by 30 June 2023.
Have a “critical friend” to help the review	Approach former Councillor Adrian Brown to provide some input as a current bus driver working in the industry in a “critical friend” capacity and also Cllr Michael Downing as a regular bus user.	N/A		To be either scheduled as a witness at an E&E meeting or arrange separate session with the Chair – to be determined.	Invite by Scrutiny Officer by Mid-June ✓ (follow up with an email – by 30 June)
<b>Issue for review to cover -</b> Various data requests from	HCC Transport Unit & various Bus Companies	As detailed elsewhere in this document.		Data request to HCC and Bus companies.	Send email request by Scrutiny Officer by 23 June

Issue	Who identified to address this/provide data and interview? (whether they are internal SBC or external partner)	What evidence / data can they provide?	Meeting interview/ evidence received date: (Link to Committee meeting where evidence/interview was undertaken)	Meeting scheduled for date: How will the info be gathered? (i.e. formal meetings, informal sub-groups, written responses)	Action & date required  If complete sign off in table:
partners – Bus Companies, and HCC Transport Unit.					✓ (HCC & Arriva)
<b>Issue for review to cover -</b> Consider alternative options for zero emission buses in Stevenage. What lessons can be learned from the failed ZEBRA (Zero Emissions Bus Regional Area) scheme for Stevenage? Are there any other opportunities for future funding schemes?	Covered by session with HCC & Arriva 6 July and 4 Sep.	As detailed elsewhere in this document.	Will be covered at meetings on 6 July and 4 September.	Written questions to witnesses	To be agreed.
<b>Issue for review to cover -</b> Provide a focus on the state of the current bus services in Stevenage	Covered by session with HCC & Arriva 6 July and 4 Sep.	As detailed elsewhere in this document.	Will be covered at meetings on 6 July and 4 September.	Written questions to witnesses	To be agreed.
<b>Issue for review to cover -</b> Barriers to people using public transport and ways to encourage more bus use/modal shift	Covered initially by session with HCC & Arriva 6 July and 4 Sep & with HCC Sustainability 10 Oct or 1 Nov 2023	As detailed elsewhere in this document.	Will be covered at meetings on 6 July and 4 September.	Written questions to witnesses	To be agreed.
<b>Issue for review to cover -</b> Site visit to an authority that has an			To be arranged.	Site visit to be arranged.	To be agreed.

Issue	Who identified to address this/provide data and interview? (whether they are internal SBC or external partner)	What evidence / data can they provide?	Meeting interview/ evidence received date: (Link to Committee meeting where evidence/interview was undertaken)	Meeting scheduled for date: How will the info be gathered? (i.e. formal meetings, informal sub-groups, written responses)	Action & date required  If complete sign off in table:
existing Electric Bus – possibly Oxford or Coventry					
<b>Issue for review to cover - E&amp;E</b> Members conduct bus journeys around Stevenage to see ease of use and quality of service			To be arranged.	Member led activity.	To be agreed.
<b>Issue for review to cover - Equalities &amp; Diversity Issues</b>	Various witnesses.  The review could reach out to disabled umbrella group to canvass opinions.	The review should consider what equality issues there are for bus users in Stevenage such as access to bus services for disabled users, older people, young people as well as the impact on other people who are low income.	To be arranged.	N/A	To be agreed.



Review Title & Committee	Date added to the work programme	Scoping/ started complete/up dated	Review start date (& follow-up dates)	Review Status (date if completed)	Key Recommendations	Executive Portfolio Holder Response	Date brought back to Committee
E&E Final Report & Recs Climate Emergency	Continuation of review (23 03 22)	N/A continuatio of review	Final part of review started 23 06 22	<a href="#">Final report 17 01 23</a>	<p><b>1. SBC &amp; Area Wide Pathway &amp; Targets</b> - It is recommended that clear targets and a pathway to 2030 for both SBC targets and area wide targets need to be established. It is not currently clear what the targets or pathway are to see how Stevenage gets from where it is now to 2030. The way progress against the 2018 baseline figure is measured and publicised needs to be thought through so that this is clearly described to show what progress is being made each year and understood by officers, Members and by the public.</p> <p><b>2. Pace</b> - Is the climate emergency really being treated as an emergency? It is recommended that there is a need to ramp up the pace to get to net zero for the town by 2030. Members accept there are challenges around funding but where it sits in corporate priorities is an area that is a decision for the authority. Members will be looking to see how the pace is picked up leading to 2030.</p> <p><b>3. Adaptations</b> - The review established that due to extreme weather events linked to climate change there is already a need for adaptations to buildings and for up-to-date emergency response plans to care for older residents in sheltered housing schemes. It is recommended that there be an audit of all adaptations required across the Council.</p> <p><b>4. Behaviour Change</b> - It is recommended that officers from SBC link up with officers from the HCC Behaviour Change unit to work together on behaviour change initiatives.</p> <p><b>5. Review</b> - It has been recommended by the Chair of the Environment and Economy Select Committee that the issue of the climate emergency should be under regular review by the Committee and that a progress report should be brought back to the committee on a yearly basis.</p> <p><b>6. Training</b> - The Committee recommends the creation of a training package for members, and additional training for senior officers, on climate change mitigations and adaption, so that future decision makers are well informed in all aspects of the councils' operations, and the bearing climate change mitigation and adaption may have on them.</p>	<a href="#">Exec Member response - 23 03 23</a>	To be scheduled
E&E Interim report & Recs Climate Emergency	<a href="#">E&amp;E Select Committee 22 09 20 - Work Programme</a>	<a href="#">E&amp;E Select Committee - 4 Oct 2021 - Scoping Document</a>	04 10 21	<a href="#">Interim report &amp; recommendations complete - 23 03 22</a>	<p><b>1 - Recognising the main areas of emissions for the Stevenage area</b> - (Transport and domestic emissions combined 2/3 of the overall emissions (64%) (i) Provide details of plans to decarbonise the housing stock &amp; (ii) share plans for influencing local people, modal shift.</p> <p><b>2 Resident engagement:</b> Regards the Citizens Panel, handling of future iterations needs to be improved re feedback .</p> <p><b>3 - Refine Baseline figures</b> - measuring our Net Zero targets for 2030 Rec'mndation: Continue to work with the Uni of Herts Zero Carbon Lab towards our zero carbon ambitions.</p> <p><b>4 - Est.of a Climate Change Lead Officer</b> Rec'mndation: that the post be made permanent.</p> <p><b>5 - HEART – Challenge</b> Rec'mndation: engage with HEART to provide Member seminars &amp; team up in support of a social enterprise such as a Climate Emergency Centre.</p> <p><b>6 - Mainstreaming of Climate Emergency thinking</b> re all Council activities. Rec'mndation: (i) consider how an activity or an event can be made as low carbon as possible.</p> <p><b>7- Tree Canopy</b> - Rec'mndation: Exec establish an ambitious plan to meet the 2% gap in Stevenage's Tree Canopy, then expand the number of trees in Stevenage or offset elsewhere, as this offers the best carbon reduction measure.</p> <p><b>8 - Planning &amp; Development</b> Rec'mndation: Within the constraints of exiting legislation, establish a plan to make Climate change a planning consideration for all applications.</p> <p><b>9 - Focus on improved Recycling</b> Exec brings back a report on the actions and strategy to improve the Council's recycling rates.</p> <p><b>10 - Protecting climate emergency targets in the budget setting process</b> (i) Mbrs and Officers involved in the budget setting process, consider the climate change implications of any budget decisions, with no cut to services if there is a detrimental climate change implication; &amp; (ii) Exec consider creating a small ring fenced budget to investigate the long term budget implications of climate change for business units.</p> <p><b>11 - EV Charging in neighbourhood centres:</b> (i) were possible, the locations used should be close to the cycle network; (ii) when Electric Car Club charging equipment is reinstalled a promotion campaign with neighbouring residents be carried out &amp; (iii) consider rebranding it, making it clear that it is for public use.</p> <p><b>12 - SBC Social Housing</b> (i)That new tenants receive info on climate change in their "welcome packs", to include the Council's ten climate change pledges &amp; info on recycling at their property; (ii) more be done with residents groups to move away from day to day housing tenant issues to consider wider Climate change matters (iii) encourage very local, small scale events that focus residents on environmental projects (gardens/trees) or community kitchen/growing or bulk buying schemes.</p> <p><b>13 -Recommendations of Informal Member Working Group</b> (i) devise a strategy re tree management &amp; P&amp;D (Strategic); (ii) Mbrs &amp; Officers lead by example, even if benefits small e.g. plastic bottles, drinks cups etc. (Quick wins); (iii) Consider how to represent the progress of the strategy? Fishbone chart/Gantt chart, target lines,</p>	Date sent 05/04/22 Date due 31/05/22	To be scheduled

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E&E - Economic Impact of Covid-19	<a href="#">E&amp;E Select Committee - 22 09 20 - Work Programme</a>	<a href="#">E&amp;E Select Committee - 10 Nov 2020 - Scoping Document</a>	10/11/20	<a href="#">Complete - 21 10 21</a>	<p><b>1</b> - Executive supports, with whatever means are at its disposal (in kind buildings/officer time/ promotion via LCB funding), the efforts of STEMPOINT East to provide some hands on events in 2022 of STEM sessions looking to promote and build “science capital” in young people. <b>2</b> - Exec consider the case study of partners working in micro areas (sub-neighborhoods) such as at the Oval project, with 8 or 9 Young People who would be in danger of becoming NEET and that the AD for Communities &amp; Neighbourhoods meet with the interested parties from HCC YCH, STEMPOINT and NH College to explore what role SBC could do to further support. <b>3</b> - Exec consider the case study of Brandles School foodbank outreach to vulnerable families. Exec to provide examples of where they are already doing this type of outreach through the Co-operative Neighbourhood Management or other programmes and to consider new opportunities to reach out to vulnerable families to help young people access services and opportunities. <b>4</b> - establish a local work experience project for Stevenage school leavers in 2022 to enable them to find local employers who can offer work experience. <b>5</b> - Exec consider the case study of the Herts Careers School Hub that all partners work together to establish how funding can be found to assist the STEM Centre to secure its future funding. <b>6</b> - The Exec lobby HCC and partners via the Covid-19 Community Reassurance Cell to check that they carry out a revised impact assessment on the impact on BAME, Disabled and Young People, looking at all ten districts not just the County as a whole, as Stevenage had particular challenges with disabled, BAME and young people, who in many cases stated the pandemic in a deficit position and were in danger of this being further compounded.</p>	<a href="#">E&amp;E Select Committee - 23 03 22 - Exec Member Response</a>	To be scheduled

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E&E - Neighbourhood Centres	<a href="#">13/03/19</a>	<a href="#">25/06/19</a>	- <a href="#">11/02/2020</a> , <a href="#">10/03/2020</a> & <a href="#">22/09/2020</a>	<a href="#">Complete - 13/01/2021</a>	<b>1</b> - Small scale timely interventions including routine maintenance, cleansing, repair and using existing budgets/Local Community Budgets via funding bids as well as local HCC LCBs. <b>2</b> -Approach partner authorities/partner bodies to hold them to account for failure to maintain infrastructure. <b>3</b> - That the Co-operative Neighbourhood Management approach to addressing local issues in the Neighbourhood Centres be monitored by the Executive Member with Portfolio responsibility for Neighbourhoods and Co-Operative Working to see if this is working. <b>4</b> - That each Neighbourhood Centre area establishes a friends group to help with projects and community gardens at each Centre. <b>5</b> - When Members have met with Head of Estates and AD Housing Development they will then be able to include a relevant recommendation in regard of these plans.	05-Jul-21	To be scheduled
E&E - Post Offices	<a href="#">13/03/19</a>	<a href="#">25/06/19</a>	25/06/2019 03/09/19 & 20/11/19	<a href="#">Complete 20/11/2019</a> <a href="#">Members wish to keep an eye on the progress with a replacement Post Office in the Old Town.</a>	<b>1</b> - That Officers be requested to approach Post Office Ltd to seek provision of an emergency post office the Old Town and to provide such assistance as necessary to facilitate the arrangement. <b>2</b> - That the subject of post office provision be reviewed at a meeting in the New Year.	N/A	To be scheduled

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E&E - Rail Station Update	<a href="#">13/06/18</a>	<a href="#">N/A 2nd meeting 28/02/2019</a>	<a href="#">Initial meeting 18/10/2018 then update follow ups on 28/02/2019 &amp; 29/07/2019</a>	Commitment from GTR & Railtrack to bring an update to the Committee. With the changes announced by the Government in May 2021 regarding the part	(i) the Committee considers holding a follow up meeting for all stakeholders in the spring of 2019, following the December 2018 timetable changes (February/March) (ii) That GTR and other operators provide statistics about the number of Stevenage commuters at peak times (iii) There were a number of other recommendations regarding consultaion with users and with the Council and specifically the shceduled May 2019 Timetable changes. Finally in July 2019 the Committee noted the updates on the Stevenage Turnback (5th Platform) project, the Govia Thameslink Spring 2019 timetable and the wider works along the East Coast Main Line in support of the King's Cross remodelling project.	N/A	<a href="#">29 07 2019 for update. Any further date to be scheduled</a>
E&E - Indoor Market	<a href="#">01/03/17</a>	<a href="#">03/07/17</a>	<a href="#">Review met on 5 occassions from 03/0717 to 16/01/18</a>	<a href="#">16/01/18</a>	Engage an external company to carry out market research to find out what kind of market offer local people want. Other recommendations included: (1) restore access to the multi-storey car park (2) incentives for Market Traders to keep to the opening trading times and days (3) consider options open to varying the car parking charges (4) Town Centre Manager to incorporate the Indoor Market into Town Centre events (5) discuss with the MTA ways to encourage a wider diversity of traders in the Market (6) staggered rent for new traders (7) promote other uses of void spaces and to casual traders (8) options for a future alternative location for the indoor market be included in the town centre regeneration plans (9) if a wholesale move for the indoor market can't be achieved then purchase a smaller satellite retail site with footfall from the town centre be considered for a smaller reconfigured market with a focus on business start-ups in the regenerated Town Centre (10) consider approaching an independent company to administrate the market on a commercial basis for the Council	<a href="#">21/03/18</a>	<a href="#">03/12/18</a>