



ENVIRONMENT & ECONOMY SELECT COMMITTEE

Date: Tuesday, 17 September 2024

Time: 6.00pm,

Location: Council Chamber

Contact: Alex Marsh - (01438) 242587

committees@stevenage.gov.uk

Members: Councillors: R Broom (Chair), A McGuinness (Vice-Chair), L Brady, F Chowdhury, A Gordon, S Mead, C Parris, E Plater, G Snell, N Williams and J Woods

AGENDA

PART 1

1. APOLOGIES FOR ABSENCE AND DECLARATIONS OF INTEREST

2. MINUTES OF THE PREVIOUS MEETING - 16 JULY 2024

To approve as a correct record the Minutes of the Environment & Economy Select Committee held on 16 July 2024.

3 – 6

3. STEVENAGE SKILLS AGENDA SCRUTINY REVIEW - MAPPING DOCUMENT

To consider a mapping exercise document for the Stevenage Skills Agenda scrutiny review.

7 – 12

4. STEVENAGE SKILLS AGENDA - INTERVIEW WITH STEVENAGE WORKS TEAM

To Greta Gardiner from the Stevenage Borough Council, Stevenage Works Team on the established and ongoing Stevenage Works construction experience.

5. E&E SELECT COMMITTEE ACTION TRACKER

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

13 – 18

6. URGENT PART 1 BUSINESS

To consider any Part 1 business accepted by the Chair as urgent.

7. EXCLUSION OF PUBLIC AND PRESS

To consider the following motions –

1. That under Section 100(A) 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: Tuesday, 16 July 2024

Time: 6.00pm

Place: Council Chamber

Present: Councillors: Rob Broom (Chair), Andy McGuinness (Vice-Chair) (Vice Chair), Leanne Brady, Forhad Chowdhury, Alistair Gordon, Claire Parris, Ellie Plater, Graham Snell, Nigel Williams and Jade Woods

Start / End Time: Start Time: 6.00pm
End Time: 7.15pm

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

Apologies of absence were received from Councillor Sarah Mead.

There were no declarations of interest.

At this juncture, the Chair welcomed those Members who were newly appointed to the Committee and welcomed back returning Members.

2 **MINUTES OF THE PREVIOUS MEETING - 27 MARCH 2024**

It was **RESOLVED** that the Minutes of the Environment & Economy Select Committee held on 27 March 2024 be approved as a correct record and signed by the Chair.

3 **TERMS OF REFERENCE**

At this juncture, the Chair provided the Committee with an overview of the work of the Environment and Economy Select Committee, which included its scrutiny functions, policy formulation support, ongoing monitoring responsibilities, and key areas of interest such as climate change mitigation, local transport policy, the cost-of-living crisis, and the local skills agenda.

It was **RESOLVED** that the Terms of Reference as agreed at Annual Council on 22 May 2024 be noted.

4 **CABINET MEMBER & EXTERNAL PARTNERS RESPONSE TO BUS SCRUTINY REVIEW**

The Chair introduced the Cabinet Member & External Partners response to the Bus Scrutiny Review and welcomed the Portfolio Holder for Economy, Skills, and Transport.

The Chair talked the Committee through each recommendation and the Cabinet Member and External Partner responses. They recognised the actions that had been taken and those which were still ongoing.

The Portfolio Holder for Economy, Skills, and Transport reiterated support for an annual stakeholder seminar as detailed in Recommendation 1. He emphasised the importance of involving Hertfordshire County Council, particularly the Portfolio Holder for Highways and Transport, and local stakeholder groups such as Stevenage Bus Users Group (BUGS).

The Chair invited a representative from BUGS to comment from the Public Gallery. The representative from BUGS criticised the real-time information system provided by Interlink and highlighted inefficiencies and inaccuracies.

Some Members shared personal experiences related to the lack of accurate real-time information at bus stops throughout the town and highlighted issues faced by elderly users.

A Member recognised the frustrations of elderly and disabled groups regarding the relocation of the bus station and the impact on their access to shops and services.

A Member inquired about mystery shopper-like spot checks for bus drivers to ensure courtesy and care towards disabled passengers.

The Assistant Director, Planning and Regulation advised the Committee that investigations were ongoing into the lowering of existing screens in the interchange to make them more accessible for disabled users whilst balancing against potential antisocial behaviour.

It was **RESOLVED** that the Cabinet Member & External Partners response to the Bus Scrutiny Review be noted.

5 **STEVENAGE SKILLS FRAMEWORK - DRAFT SCOPING DOCUMENT AND OFFICER PRESENTATION**

The Chair introduced the item, noting the ongoing work on the student skills framework from March. He emphasised the focus on high-end technical and vocational skills to match Stevenage's evolving employment opportunities. He also mentioned plans to address access to work for those facing re-entry challenges.

The Chair introduced the Corporate Policy and Performance Manager to present to the Committee.

For the benefit of newer Members and as a reminder to longer-standing Members of the Committee, the Corporate Policy and Performance Manager reprised the presentation he had given to the March 2024 meeting.

In addition to the reprised presentation, the Corporate Policy and Performance Manager provided an update on progress since the March 2024 meeting. The Corporate Policy and Performance Manager informed the Committee that the final year of UK SPF funding had commenced. This was a £1m package that replaced the European Social Investment Fund. He advised that 65% of that funding had been utilised, focused on various skills elements.

The Corporate Policy and Performance Manager highlighted the completion of the evaluation for the pioneering discovery phase of work with Mission 44 and ongoing discussions for a long-term partnership over the next three to five years.

The Committee were informed of a Generation Stevenage Event, delivered by the Council's Business Relationship Manager in collaboration with the Hertfordshire Local Enterprise Partnership, that took place in May 2024.

The Corporate Policy and Performance Manager advised the Committee that funding had been secured and an Enterprise and Skills Partnership Officer had been appointed to start in September 2024.

The Committee were informed about an upcoming STEM Skills update with key partners, businesses and Mission 44 scheduled for 18 July 2024.

The Corporate Policy and Performance Manager concluded by outlining the next steps which included additional witness interview sessions and a potential site visit to the SITEC site at North Hertfordshire College. The Corporate Policy and Performance Manager referenced the Draft Scoping Document and welcomed any questions.

Some Members emphasised the need for reskilling older individuals both in and out of work. The Corporate Policy and Performance Manager confirmed the strategy included young people, unemployed adults, and those looking to retrain. The Chair advised the Committee of a planned session on reskilling older individuals in the autumn.

A Member stressed the importance of including all students in skills initiatives and not just the more academically minded students. The Corporate Policy and Performance Manager affirmed the inclusivity focus, mentioning efforts with disenfranchised groups through Mission 44 and partnerships with organisations like the Prince's Trust, highlighting positive outcomes such as increased participation of young women in sciences.

A Member emphasised the importance of non-technical skills, especially in mental health and human services, alongside tech skills.

A Member inquired about potential impacts of new government policies on the skills

agenda. The Corporate Policy and Performance Manager responded stating the need for clearer alignment between councils and government departments and highlighting the complexity of the current skills funding landscape.

It was **RESOLVED** that the update from the Corporate Policy and Performance Manager be noted and that the Draft Scoping Document be agreed.

6 **ENVIRONMENT & ECONOMY SELECT COMMITTEE WORK PROGRAMME 2024-25**

The Chair introduced the Environment and Economy Select Committee Work Programme 2024-25.

A Member requested that the Policy Development Item, Refuse and Recycling service, also address the latest position with regards fly tipping enforcement.

The Assistant Director, Planning and Regulation, suggested that the one-off performance review meeting – update on the Indoor Market, would be better placed in the Environment and Economy Select Committee Work Programme 2025-26. After a brief discussion the Committee agreed.

It was **RESOLVED** that the Environment and Economy Select Committee Work Programme 2024-25 be agreed subject to the amended detailed above.

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

Mapping exercise for E&E Select Committee – Skills Agenda Scrutiny Review

Issue	Who's effected? (where relevant)	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:	Meeting scheduled for date:	Action & date required
				Link to Committee meeting where evidence/interview was undertaken:	How the info will be gathered? (i.e. formal meetings, informal sub-groups meetings, written representations)	If complete sign off in table:
Interview with Cabinet Portfolio Holder for Economy, Skills and Transport		Interview with Cabinet Portfolio Holder for Economy, Skills and Transport, Cllr Lloyd Briscoe.	Presentation of the Council's strategy.	16 July 2024 – Officer presentation received See link	Formal Committee meeting session completed – 16 July 2024	Would the Committee wish to interview the Portfolio Holder in more detail?
Explore SBC's policy for the Skills Agenda		Interview with Daryl Jedowski, Corporate Policy & Performance Manager	Presentation of the Council's strategy.		16 July 2024 – Officer presentation received See link -	Complete ✓
Interview with Stevenage Works		Greta Gardiner from the Stevenage Borough Council Stevenage Works Team to present on the established and	In-person interview at meeting and written response to pre-prepared questions.		Tue 17 Sep for witness interviews	

Agenda Item 3

Issue	Who's effected? (where relevant)	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 the info will be gathered? (i.e. formal meetings, informal sub-groups meetings, written representations)	Action & date required If complete sign off in table:
Page 3		ongoing Stevenage Works construction element.				
Universal Credit clients access to skills agenda		Charlotte Blizzard-Welch, CAB view – training for Universal Credit.	In-person interview at meeting and written response to pre-prepared questions.		Tue 17 Sep for witness interviews	
Site visit to SITEC (Stevenage Innovation & Technology Centre) North Herts College		CEO Kit Davies – STEM Students at SITEC NHC	In-person site visit.		Friday 27 September 2024	
Access for mature adults to skills and training		This item could be covered with interviews with	Daryl Jedowski, SBC Corporate Policy & Performance		Tue 17 Sep & Tue 12 Nov for witness interviews	

Issue	Who's effected? (where relevant)	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 the info will be gathered? (i.e. formal meetings, informal sub-groups meetings, written representations)	Action & date required If complete sign off in table:
Page 9		Charlotte Blizzard-Welch CAB 17 Sep and Step2Skills 12 Nov. (Chantal Lommel, Head of Service and Matt Partridge, Deputy Chair of Board) Test the impact on older people back to work.	Manager has raised with the Chair the difficulty getting input via DWP re their engagement with this agenda.			
Barriers for young families		Consider the Nursery/ Childcare needs – Interview with Sharon Bell/Teresa Killworth comms and data analyst, Stevenage Children's Centre.	In-person interview at meeting and written response to pre-prepared questions.		Tue 8 Oct for witness interviews	

Issue	Who's effected? (where relevant)	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 the info will be gathered? (i.e. formal meetings, informal sub-groups meetings, written representations)	Action & date required If complete sign off in table:
D						
Skills agenda in secondary schools		Secondary School Input - Deputy Head Teacher, Barnwell School, Jackie Johnson.	In-person interview at meeting and written response to pre-prepared questions.		Tue 8 Oct for witness interviews	
Second site visit to STEM Discovery Centre to see what is offered at the STEM Discovery Centre and who goes to it.		Guide at STEM Discovery Centre and the main site (Partnership of Airbus, NH College, Herts LEP).	In-person site visit.		Date to be agreed for Oct/Nov 2024	
Interview with STEM Industry		Representatives of the STEM Industry in Stevenage	Information obtained at the site visit.		This item will be covered off during the site visit to	

Issue	Who's effected? (where relevant)	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 the info will be gathered? (i.e. formal meetings, informal sub-groups meetings, written representations)	Action & date required If complete sign off in table:
					Airbus/Discovery Centre in October.	

This page is intentionally left blank

Environment & Economy Select Committee - Action Tracker

<u>Review Title & C'ttee</u>	<u>Date added to the work programme</u>	<u>Scoping/ started complete/ updated</u>	<u>Review start date (& follow-up dates)</u>	<u>Review Status (date if completed)</u>	<u>Key Recommendations</u>	<u>Exec Portfolio Holder Response</u>	<u>Date brought back to Committee for monitoring</u>
Bus Scrutiny	23/03/23	14/06/23	14/06/23	16/01/24	<p>Rec 1 SBC Executive Portfolio Holder for Transport be invited to consider holding a yearly transport seminar for Stevenage bringing together the HCC transport unit and the public transport providers to hold them to account regarding the performance of their contracts with a view to champion local users' needs and bring a focus on improved performance.</p> <p>Rec 2 It is recommended that (i) Arriva be strongly encouraged to update the real time information for bus services on their website and App, as bus users rely on this information to wait for bus services, if cancelled or delayed; and (ii) that real-time information also be included at bus stops, so passengers know when the next bus is due and also if a service is not running etc.</p> <p>Rec 3 (i) to help wheelchair users and disabled and the visually impaired that some (a least two or three) of the information screens in the bus interchange be lowered and the contrast of those screens be adjusted to provide a good contrast to enable those users to be able to read the information more easily, and (ii) in addition, that a similar sign to the RNIB signage used near the ticket office at the railway station be installed at the bus interchange.</p> <p>Rec 4 (i) The HCC Passenger Transport Unit and Arriva need to engage in an open and ongoing conversation with disability groups like Herts Vision Loss to help refine and shape the services, as it appeared to Members that this was not currently the case; and (ii) the use of trusted apps for those with disabilities be championed by bus providers and transport authorities at HCC.</p> <p>Rec 5 Arriva should revisit their driver training regarding courtesy and care towards disabled passengers. This should be looked at based on the evidence submitted by Herts Vision Loss, who reported that their members were, on occasion, not given sufficient time to be seated when boarding or were dismissed or ignored by some drivers when asking for assistance or information about the bus route etc.</p> <p>Rec 6 HCC Passenger Transport Unit and Arriva advance the roll out of audio announcement on buses as well as visual displays screens, which need to be retrofitted to all existing fleet and be provided as standard on any new fleet stock.</p> <p>Rec 7 (i) In the first instance, bus companies should be encouraged to consider electric vehicles or other alternatives to move away from fossil fuels; and (ii) during the long transition to EV electric replacement buses and considering the variable supply of hydrogen, that HCC and Arriva be invited to consider using a more environmentally friendly Biodiesel which produces 90% less carbon than conventional diesel.</p> <p>Rec 8 regarding new housing developments, that SBC Planning and Development Officers should consult with Bus Companies regarding their views to help avoid any unintended consequences to buses using routes into new housing developments and that HCC Highways Officers should be invited to consult with bus companies regarding the introduction of traffic calming measures such as speed bumps, narrowed roads or chicanes that can make bus journeys slower and therefore not run to optimum journey times. If there are to be any changes made to road schemes for traffic calming these should consider such measures as bus gates.</p>		

Environment & Economy Select Committee - Action Tracker

<u>Review Title & C'ttee</u>	<u>Date added to the work programme</u>	<u>Scoping/ started complete/ updated</u>	<u>Review start date (& follow-up dates)</u>	<u>Review Status (date if completed)</u>	<u>Key Recommendations</u>	<u>Exec Portfolio Holder Response</u>	<u>Date brought back to Committee for monitoring</u>
E&E Final Report & Recs Climate Emergency	Continuation of review (23 03 22)	N/A continuation of review	Final part of review started 23 06 22	Final report 17 01 23	<p>1 SBC & Area Wide Pathway & Targets - 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>	Exec Member response - 23 03 23	To be scheduled
					<p>2 Pace - 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>3 Adaptations - 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>4 Behaviour Change - 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>5 Review - 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>6 Training - 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>		

Environment & Economy Select Committee - Action Tracker

<u>Review Title & C'ttee</u>	<u>Date added to the work programme</u>	<u>Scoping/ started complete/ updated</u>	<u>Review start date (& follow-up dates)</u>	<u>Review Status (date if completed)</u>	<u>Key Recommendations</u>	<u>Exec Portfolio Holder Response</u>	<u>Date brought back to Committee for monitoring</u>
E&E Interim report & Reccs Climate Emergency	E&E Select Committee - 22 09 20 - Work Programme	E&E Select Committee - 4 Oct 2021 - Scoping Document	04 10 21	Interim report & recommendations complete - 23 03 22	1 Recognising the main areas of emissions for the Stevenage area - (Transport and domestic emissions combined 2/3 of the overall emissions (64%) (i) Provide details of plans to decarbonise the housing stock & (ii) share plans for influencing local people, modal shift.	Date sent 05/04/22 Date due 31/05/22	To be scheduled
					2 Resident engagement - Regards the Citizens Panel, handling of future iterations needs to be improved re feedback.		
					3 Refine Baseline figures - 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.		
					4 Est.of a Climate Change Lead Officer Rec'mndation: that the post be made permanent.		
					5 HEART – Challenge Rec'mndation: engage with HEART to provide Member seminars & team up in support of a social enterprise such as a Climate Emergency Centre.		
					6 Mainstreaming of Climate Emergency thinking re all Council activities. Rec'mndation: (i) consider how an activity or an event can be made as low carbon as possible.		
					7 Tree Canopy - 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		
					8 Planning & Development Rec'mndation: Within the constraints of exiting legislation, establish a plan to make Climate change a planning consideration for all applications.		
					9 Focus on improved Recycling Exec brings back a report on the actions and strategy to improve the Council's recycling rates.		
					10 Protecting climate emergency targets in the budget setting process (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; & (ii) Exec consider creating a small ring fenced budget to investigate the long term budget implications of climate change for business units.		
					11 EV Charging in neighbourhood centres: (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 & (iii) consider rebranding it, making it clear		
					12 SBC Social Housing (i)That new tenants receive info on climate change in their “welcome packs”, to include the Council’s ten climate change pledges & 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.		

Environment & Economy Select Committee - Action Tracker

<u>Review Title & C'ttee</u>	<u>Date added to the work programme</u>	<u>Scoping/ started complete/ updated</u>	<u>Review start date (& follow-up dates)</u>	<u>Review Status (date if completed)</u>	<u>Key Recommendations</u>	<u>Exec Portfolio Holder Response</u>	<u>Date brought back to Committee for monitoring</u>
					<p>13</p> <p>Recommendations of Informal Member Working Group (i) devise a strategy re tree management & P&D (Strategic); (ii) Mbrs & 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, KPIs (Strategic); (iv) Communications plan is needed with channels, calendar, etc. start with a campaign to reduce your heating by 2 degrees (Strategic); (v) Review Council activities to ensure carbon friendly practices are truly embedded. (Strategic) (vi) Engage with young people via schools, Youth Mayor and Mayor's activities. (Distinct Project); (vii) Promoting the 20 Minute Neighbourhood theory, encourage local businesses to tap into big business. Would suit a workshop to be facilitated externally to tease out tangible actions. (Distinct Project).</p>		

Environment & Economy Select Committee - Action Tracker							
<u>Review Title & C'ttee</u>	<u>Date added to the work programme</u>	<u>Scoping/ started complete/ updated</u>	<u>Review start date (& follow-up dates)</u>	<u>Review Status (date if completed)</u>	<u>Key Recommendations</u>	<u>Exec Portfolio Holder Response</u>	<u>Date brought back to Committee for monitoring</u>
E&E - Economic Impact of Covid-19	E&E Select Committee 22 09 20 - Work Programme	E&E Select Committee - 10 Nov 2020 - Scoping Document	10/11/20	Complete - 21 10 21	1 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.	E&E Select Committee - 23 03 22 - Exec Member Response	To be scheduled
					2 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 & Neighbourhoods meet with the interested parties from HCC YCH, STEMPOINT and NH College to explore what role SBC could do to further support.		
					3 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.		
					4 establish a local work experience project for Stevenage school leavers in 2022 to enable them to find local employers who can offer work experience.		
					5 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.		
					6 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.		
E&E - Neighbourhood Centres	13/03/19	25/06/19	- 11/02/2020, 10/03/2020 & 22/09/2020	Complete - 13 01 2021	1 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.	05-Jul-21	To be scheduled
					2 Approach partner authorities/partner bodies to hold them to account for failure to maintain infrastructure.		
					3 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.		
					4 That each Neighbourhood Centre area establishes a friends group to help with projects and community gardens at each Centre.		
					5 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.		

Environment & Economy Select Committee - Action Tracker

<u>Review Title & C'ttee</u>	<u>Date added to the work programme</u>	<u>Scoping/ started complete/ updated</u>	<u>Review start date (& follow-up dates)</u>	<u>Review Status (date if completed)</u>	<u>Key Recommendations</u>	<u>Exec Portfolio Holder Response</u>	<u>Date brought back to Committee for monitoring</u>
E&E - Post Offices	13/03/19	25/06/19	25/06/2019 03/09/19 & 20/11/19	Complete 20/11/2019 Members wish to keep	1 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.	N/A	To be scheduled
					2 That the subject of post office provision be reviewed at a meeting in the New Year.		
E&E - Rail Station Update	13/06/18	N/A 2nd meeting 28/02/2019 9	Initail meeting 18/10/2018 then update follow ups on 28/02/2019	Commitment from GTR & Railtrack to bring an update to the Committee.	1 the Committee considers holding a follow up meeting for all stakeholders in the spring of 2019, following the December 2018 timetable changes (February/March)	N/A	29 07 2019 for update. Any further date to be scheduled
					2 That GTR and other operators provide statistics about the number of Stevenage commuters at peak times		
					3 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		
E&E - Indoor Market	01/03/17	03/07/17	Review met on 5 occasions from 03/0717 to 16/01/18	16/01/18	x Engage an external company to carry out market research to find out what kind of market offer local people want. Other recommendations included:	21/03/18	03/12/18
					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							