

EXECUTIVE – ACTION TRACKER

APPENDIX 3

MEETING DATE	REPORT ITEM	RESPONSIBLE OFFICER	ACTIONS	PROGRESS
8 December 2021	Covid-19 update	Corporate Policy and Research Officer (GW)	<ul style="list-style-type: none"> • The Corporate Policy & Research Officer undertook to chase up progress on the Mobile Vaccination Unit that was promised for the Bedwell Ward, and that, when dates were agreed, signage advising of the dates/locations be displayed in both the Bedwell and Rockingham Way Neighbourhood Centres; • Officers were requested to publish a Briefing Note regarding the Omicron variant on the Council’s website. 	<p>Pop up vaccination clinics are planned for 5th and 12th March 2022. The clinics are to be held at the United Reformed Church. Both of the clinics will be walk in and open to those who are eligible for a 1st, 2nd or booster vaccination. Both digital and non-digital marketing is planned to take place in advance of the clinics being held.</p> <p>Completed.</p>
8 December 2021	Construction of a New Station North Multi-storey Car Park and Cycle Hub as	Assistant Director (Regeneration) (CB)	<ul style="list-style-type: none"> • Officers were asked to give consideration to the re-instatement of the Fairlands Valley Showground “Park and Ride” bus service for the 	Completed

	<p>part of a Sustainable Transport Interchange</p>		<p>duration of the construction works on the new MSCP;</p> <ul style="list-style-type: none"> • In view of the ever-changing car parking landscape in the town, Officers were requested to add a new section to the SBC website showing visitors where to park in the Town Centre, which could be regularly updated as changes were brought about through the various stages of the Town Centre Regeneration Programme; • Officers undertook to investigate and report back to Members on the provision of disabled parking spaces on the Station South Car Park whilst construction of the new MSCP was taking place on the Station North Car Park; • Following conclusion of the planning process, officers were asked to 	<p>Underway</p> <p>Underway</p> <p>Completed via Feb Exec report</p>
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			<p>report back to Members to update them on Hertfordshire County Council's comments with regard to any highway impacts of the proposed development;</p> <ul style="list-style-type: none"> The Assistant Director (Regeneration) was asked to give provide an overview of the project to the next meeting of the Overview & Scrutiny Committee. 	Completed
8 December 2021	Corporate Performance – Quarter 2 2021/22	<p>Assistant Director (Housing Development) (AA)</p> <p>Assistant Director (Stevenage Direct Services) (SD)</p>	<ul style="list-style-type: none"> Paragraph 3.28 – Dunn Close garage conversion scheme: Officers were asked to ensure that, for enhanced security, the temporary lighting around the hoardings bounding this site was adjusted to be at a higher level than the existing; Paragraph 3.35 – Garage Improvement Programme: Officers were requested to publish details of the 	<p>The lighting was adjusted in December and this action is complete.</p> <p>Completed. Garage compounds within the programme for Jan and July 2022 has been published on the council's website.</p>

		Assistant Director (Communities and Neighbourhoods) (RG)	<p>Programme on the Council's website;</p> <ul style="list-style-type: none"> • Paragraphs 3.44 & 3.45 – Healthy Stevenage: the Portfolio Holder for Housing, Health & Older People agreed to ensure that officers included updates from the Equalities Commission to the Healthy Stevenage Partnership on the health inequalities in minority communities; 	Updates are planned for future Healthy Stevenage Partnership meetings.
		Assistant Director (Communities and Neighbourhoods) (RG)	<ul style="list-style-type: none"> • Paragraph 3.50 – Arts Projects: Officers were reminded to ensure that engagement with Ward Councillors took place regarding local arts projects in their areas; 	Completed. Relevant officers have been advised.
8 December 2021	Making Your Money Count Options 2022/23	Strategic Director (CF)	<ul style="list-style-type: none"> • In respect of Paragraph 4.8.11 of the report, the Leader requested that officers endeavour to ensure that the proposed increases in fees and charges commence from 	

			<p>January 2022 rather than February 2022.</p> <ul style="list-style-type: none"> In response to a Member's question, officers undertook to check details concerning the existing and proposed tariffs relating to the Primett Road Car Park. 	
19 January 2022	Covid-19 update	Senior EH & Licensing Manager (MC)	<ul style="list-style-type: none"> New Nightingale Ward at Lister Hospital – the Senior Environmental & Licensing Manager agreed to raise at the next meeting of the Hertfordshire Health Protection Board the issue of whether this building would be remain in situ at the hospital for other uses once the Covid-19 pandemic had subsided; Hospitalised Covid-19 cases – the Senior Environmental & Licensing Manager agreed to raise a request for the latest 	<p>Confirmation received from the Director of Operations, East and North Hertfordshire Clinical Commissioning Group that the facility was required to remain on standby for the time being in order to enable response to a surge in covid-related admissions anywhere in the NHS Eastern Region.</p> <p>Verified local data relating to local trust facilities is not currently available but national data has been provided by the Corporate Policy and Research Officer.</p>

			<p>figures regarding the numbers of those hospitalised who were unvaccinated at the next meeting of the Hertfordshire Health Protection Board;</p> <ul style="list-style-type: none"> • Pop-up vaccination centre in Bedwell Ward – Officers were requested to continue to pursue the need for this facility, and that it should be provided on both weekdays and weekends with Public Health colleagues. 	<p>Pop up vaccination clinics are to be held in the Bedwell Ward on 5th and 12th March.</p>
19 January 2022	Future Town Future Transport Strategy – 12 month review	Assistant Director (Planning & Regulation) (ZA-J)	<ul style="list-style-type: none"> • the Assistant Director (Planning & Regulation) was requested to endeavour to arrange for meetings to take place with appropriate disability groups in order to consult them and seek their ideas on how to overcome practical difficulties experienced by them in transport-related matters; 	Underway

			<ul style="list-style-type: none"> the Assistant Director (Planning & Regulation) undertook to highlight the issue of e-scooters as part of the Sustainable Travel Town initiative, with a view to urging the Government to introduce greater regulation of these vehicles, in order that they can be safely used on Stevenage's extensive cycleway network; the Assistant Director (Planning & Regulation) was requested to ensure that disabled access issues were fully taken into consideration as part of the planning process, in order to avoid the need for the retrofitting of disabled facilities after the completion of projects. 	<p>Taken back to the STT working group</p> <p>Underway</p>
9 February 2022	Covid-19 update	Strategic Director (RP)	<ul style="list-style-type: none"> officers were asked to ensure that, as well as digital, non-digital forms 	Both digital and non-digital communications are being planned in conjunction with the Herts Community

			<p>of communication be used (such as posters displayed at the Bedwell and Monkswood Shopping Parades) to advertise the pop-up vaccination clinics to be held in the Bedwell Ward in early March;</p> <ul style="list-style-type: none"> • the Strategic Director (RP) agreed to request information from the Lister Hospital to confirm their position in relation to the backlog for elective surgery, along with any associated proposals for tackling the matter; • if statistics became available at national level regarding the 39% of those hospitalised who had received a first, second and/or booster vaccination, then officers would report this information to Members. 	<p>Health Trust for the two pop vaccination clinics that will be held in March 2022.</p> <p>Request has been submitted.</p> <p>Noted and officers will disseminate to Members any further information that is made available.</p>
9 February 2022	Railway Station Multi-Story Car Park	Assistant Director (Regeneration)	<ul style="list-style-type: none"> • In reply to a Member's question, the Assistant Director (Regeneration) 	Completed

	<p>– Business Case</p>		<p>stated that the discussions with Network Rail regarding the project had not thus far included the possibility of passengers using nearby stations for their rail journeys whilst the MSCP construction work was taking place. Although the existing parking capacity at nearby stations was limited, he agreed to raise this matter with Network Rail;</p> <ul style="list-style-type: none"> • The Chair asked that officers arrange for a leafletting campaign to take place at the Railway Station in the run up to the start of the MSCP construction contract to advise passengers of the reduced car parking at the station for the duration of the contract and their options for parking in the other town centre car parks or travelling to the station 	<p>Underway</p>
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			by other means.	
9 February 2022	Stevenage Design Guidance Supplementary Planning Document 2021: Public Consultation Feedback	Assistant Director (Planning & Regulation)	<ul style="list-style-type: none"> the Assistant Director (Planning & Regulation) was requested to provide details in the next report on the SPD in respect of the refining of the design guidance for non-residential development; officers were requested to consider what action could be taken to direct telecommunications companies away from siting their apparatus in green leisure/community spaces, and instead locating them in more appropriate areas; officers were asked to include Liquid Amber trees in the list of tree species that should be considered set out in the "Movement" section of the SPD; officers agreed to engage further as part 	<p>Underway</p> <p>Underway</p> <p>Underway</p> <p>Underway</p>

			of the next consultation phase in respect of the most appropriate signage to be used in the Borough's Conservation Areas.	
9 February 2022	Filming Opportunities in Stevenage	Strategic Director (TP)	<ul style="list-style-type: none"> The Chair requested the Strategic Director (TP) to liaise with Hertfordshire County Council colleagues to ascertain details of the process and cost for the fast-tracking of road closures in association with filming productions. 	Officers have made contact with Hertsmere to understand the processes they use and are seeking further information from HCC.
9 February 2022	Capital Strategy 2021/22 – 2025/26	Strategic Director (CF)	<ul style="list-style-type: none"> A Member requested that consideration should be given in the future to the use of funding for a more regular upgrading and maintenance programme for the Borough's Shopping Parades. 	