

Public Document Pack

Date of meeting Wednesday, 30th September, 2020
Time 7.00 pm
Venue Economy, Environment and Place Scrutiny Committee - Virtual Meeting - Conference
Contact democraticservices@newcastle-staffs.gov.uk



**NEWCASTLE
UNDER LYME**
BOROUGH COUNCIL

Castle House
Barracks Road
Newcastle-under-Lyme
Staffordshire
ST5 1BL

Economy, Environment & Place Scrutiny Committee

AGENDA

PART 1 – OPEN AGENDA

- 1 APOLOGIES**
- 2 DECLARATIONS OF INTEREST**
- 3 MINUTES OF A PREVIOUS MEETING** (Pages 5 - 10)
To consider the minutes of the last meeting of the Committee held on 18 June 2020.
- 4 UPDATE FROM CABINET** (Pages 11 - 12)
- 5 DELIVERY OF THE COUNCIL'S NEW RECYCLING SERVICE AND FUTURE DEVELOPMENTS** (Pages 13 - 20)
- 6 ENVIRONMENTAL HEALTH SERVICES - IMPACT OF COVID-19 PANDEMIC** (Pages 21 - 24)
- 7 FUTURE HIGH STREET FUND APPLICATION**
To receive a presentation from the Executive Director - Commercial Development & Economic Growth
- 8 TOWN DEALS UPDATE**
To receive a presentation from the Executive Director - Commercial Development & Economic Growth
- 9 SCRUTINY WORKING PARTY'S FINDINGS ON CLIMATE CHANGE AND ENVIRONMENTAL SUSTAINABILITY** (Pages 25 - 34)
- 10 WORK PROGRAMME** (Pages 35 - 40)
- 11 PUBLIC QUESTION TIME**

Any member of the public wishing to submit a question must serve two clear days' notice, in writing, of any such question to the Borough Council.

12 URGENT BUSINESS

To consider any business which is urgent within the meaning of Section 100B (4) of the Local Government Act 1972.

Members: Councillors Gary White (Chair), Gill Heesom (Vice-Chair), Mark Olszewski, Barry Panter, Marion Reddish, John Tagg, Amelia Rout, Dave Jones, Andrew Fear, Jennifer Cooper and David Grocott

Note: only the following Members from the full membership who have been nominated to attend this Zoom meeting are required:

Councillors Gary White (Chair); Mrs Gill Heesom (Vice Chair); Barry Panter; Andrew Fear; David Grocott; Dave Jones; Mrs Amelia Rout; and Miss Marion Reddish

Members of the Council: If you identify any personal training/development requirements from any of the items included in this agenda or through issues raised during the meeting, please bring them to the attention of the Democratic Services Officer at the close of the meeting.

Meeting Quorums :- 16+= 5 Members; 10-15=4 Members; 5-9=3 Members; 5 or less = 2 Members.

SUBSTITUTE MEMBER SCHEME (Appendix 9, Section 4 of Constitution)

The Constitution provides for the appointment of Substitute members to attend Committees. The named Substitutes for this meeting are listed below:-

Substitute Members:	Andrew Parker	Gillian Burnett
	Paul Waring	June Walklate
	Tony Kearon	Mark Holland
	Kenneth Owen	

If you are unable to attend this meeting and wish to appoint a Substitute to attend in your place you need go:

- Identify a Substitute member from the list above who is able to attend on your behalf
- Notify the Chairman of the Committee (at least 24 hours before the meeting is due to take place) NB Only 2 Substitutes per political group are allowed for each meeting and your Chairman will advise you on whether that number has been reached

Officers will be in attendance prior to the meeting for informal discussions on agenda items.

Online Committee meeting joining instructions

You can attend the meeting online at <https://us02web.zoom.us/j/81779727746>

You can also use the Zoom App or telephone 0330 088 5830 or 0131 460 1196

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You do not require a password or pre-registration to access this committee meeting. Please note, as an attendee you will only be able to watch the meeting. You will not be able to vote, ask questions or discuss the materials presented to the committee.

You can also watch the meeting live on YouTube by following the media link on the main agenda page.

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ECONOMY, ENVIRONMENT & PLACE SCRUTINY COMMITTEE

Thursday, 18th June, 2020
Time of Commencement: 7.00 pm

Present:	Councillor Gary White (Chair)	
Councillors:	Mrs Gill Heesom	Dave Jones
	Barry Panter	Andrew Fear
	Miss Marion Reddish	David Grocott
	Mrs Amelia Rout	
Officers:	Simon McEneny	Executive Director - Commercial Development & Economic Growth
	Daniel Dickinson	Head of Legal & Governance /Monitoring Officer
	Denise French	Democratic Services Team Leader
	Andrew Bird	Head of Recycling, Waste and Fleet Services
	Geoff Durham	Mayor's Secretary / Member Support Officer
	David Elkington	Head of Customer and Digital Services
	Martin Hamilton	Chief Executive
Also in attendance:	Councillor Trevor Johnson	Portfolio Holder for Environment and Recycling
	Councillor Paul Northcott	Portfolio Holder for Planning and Growth
	Councillor Stephen Sweeney	Portfolio Holder for Finance and Efficiency

Note: In line with Government directions on staying at home during the current stage of the CV-19 pandemic, this meeting was conducted by video conferencing in accordance with the Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority Police and Crime Panel Meetings) (England and Wales) Regulations 2020.

1. **APOLOGIES**

There were no apologies.

2. **DECLARATIONS OF INTEREST**

There were no declarations of interest stated.

3. **MINUTES OF LAST MEETING**

Resolved: That the Minutes of the meeting held on 5 February, 2020 be agreed as a correct record.

4. CORONAVIRUS PANDEMIC UPDATE

Consideration was given to a report providing the Committee with a Covid-19 update in terms of the issues arising and actions taken within the service areas that fall under the Committee's remit.

Members' attention was drawn to the appendix to the report which was a discussion paper with Covid-19 implications for this Scrutiny Committee.

Town Centres Reopening:

The Portfolio Holder for Finance and Efficiency, Councillor Stephen Sweeney advised that shops had reopened from Monday 15 June and there had been a large number of people in town with hotspots around the Sports Direct shop in Castle Walk and the NatWest Bank in Hassell Street. There had also been queues at other banks and coffee shops. Greggs had reopened today but with the indoor seating area blocked off.

The reopening of the town centre had gone really well. Signage had been placed around the town, including on benches.

Car parks had reopened from Monday 15 June for the first time since lockdown and this had been handled really well.

The Chair stated that he had visited the town centre on Tuesday to gain feedback, speaking with shop owners who expressed concerns about the lack of police presence. The Chair asked if there had been any engagement with the police.

Councillor Sweeney advised that there had been a presence on Monday.

The Executive Director for Commercial Development and Economic Growth, Simon McEneny advised there had been engagement with the police but they were unaware as to where there would be queues forming. Two PCSO's were patrolling and had been asked to be in the Castle Walk /Hassell Street area on Monday.

The Chair advised that there had been no police presence on Tuesday and there had been five or so vagrants in the town drinking who had been moved on by the BID. The Chair stated that having police presence in the town would be useful.

Mr McEneny stated that the Council was aware of the situation and had spoken with the police in the last couple of days.

The Chair asked if there had been any feedback from High Street shops as to how the Council was doing and how it could improve or help trading conditions. The Chair stated that the Council should be seen to be being active.

Councillor Heesom referred to the storage area located beneath the Vue Cinema and asked if it was now open as the space was used by market traders. Councillor Sweeney confirmed that it was now open.

Councillor Trevor Johnson stated that there were some people who were not observing the two metre rule.

Mr McEneny advised that there had been a requirement on shop owners and stall holders to try and enforce the ruling and, information had been sent out on how to achieve this. However, there was a reliance on the public to adhere to the rules.

Markets:

Councillor Sweeney advised that the markets had reopened and were picking up rapidly. At the antique's market on Tuesday, almost every available stall had been taken and all were doing good trade. In addition, 'click and collect' parking was being set up at the end nearest to the Nelson Place roundabout.

The Chair asked if the feedback had been positive from the stall holders. Councillor Sweeney confirmed that it had been.

Car Park / Bus Station:

Councillor Sweeney advised that the Midway had opened up on 15 June and that all car parks were now open. There would be no enforcement carried out for the next two weeks, following which, notices would be put up advising that enforcement would be re-commencing shortly.

The new cashless/contactless machines being provided by Capita would take four to six weeks to get up and running.

Councillor Jones stated that he appreciated that enforcement would be light but asked if the non-enforcement period could be extended until contactless payments could be achieved.

Councillor Sweeney advised that the machines would all be cleaned regularly and would inform Members how often the cleaning would take place.

Councillor Rout stated that it would be interesting to see a risk assessment concerning the sanitisation of the car parking machines.

Economic Recovery:

Councillor Sweeney advised that the Council had received £23m to distribute to local companies. Over £19m had gone into the local economy with 1735 companies to date, having benefited.

A £211,000 discretionary fund had been distributed and this funding would be continuing up to 29 June, 2020.

The Future High Street Fund was getting close to completion and Boards for the two Town Deal Funds for Newcastle and Kildgrove had been set up.

The Chair asked when the deadlines were for these funds. Councillor Sweeney advised that the two Town Deal Funds had been put back to October and the Future High Street Fund deadline had been extended from the end of June to the end of July if more time was needed.

In respect of people finding themselves unemployed as a result of the Current economic situation, Mr McEneny advised that the Council was working with

stakeholders across the area and added that a system had been put into place during the last recession.

A meeting would be taking place on 24 June to discuss those affected. Figures for Universal Credit across the Borough had seen a recent dramatic increase.

As the country comes out of lockdown, more redundancies may happen and the Council was working on what support mechanisms and interventions there may need to be. It was still early days and the true extent of the impact would emerge over the next few months.

Recycling and Waste Services:

The Portfolio Holder for Environment and Recycling, Councillor Trevor Johnson thanked everyone who had been involved in the rolling out of the new service and stated that at the end of the current period there would be an increased tonnage of materials collected. In addition, once the new collection vehicles arrived, emissions would fall by 50%.

The Head of Recycling, Waste and Fleet Services, Andrew Bird stated that the Covid-19 pandemic had been challenging and the Council's intention had been to keep all waste collection services operating safely.

There had been a 25% loss of workforce through self-isolation or shielding and the decision had been made to cease operating the kerbside separation service as this could not be done with two operatives per cab.

The service was therefore switched to co-mingling using the standard refuse collection vehicles, which had seven vehicles operating each day. However, the materials had to be sent away to be separated and the cost of this was substantial. As a result, the Council looked at introducing the new waste and recycling service earlier than planned.

The collection of food waste was currently suspended but it was hoped that that would be resuming in August.

There had been an increase in waste presented, which had been a national trend, most likely due to people staying at home during the pandemic.

The Chair thanked Mr Bird and his team for the service which they had provided.

Mr Bird stated that the Council had originally intended to roll out the new service in September, with the delivering of the new bins to residents throughout August. The Council had been able to bring the new service forward as the manufacturer of the bins had been able to deliver them earlier than planned.

At this point in time, the distribution of bins and bags had been completed in the south of the Borough and from Monday 22 June would commence distribution in the north of the Borough with it being completed in three weeks' time.

The first two collections of the new service were carried out in the week commencing 8 June. These were carried out in the Silverdale, Knutton, Thistleberry and May Bank areas. From Monday 22 June, the first full week of collections in the southern area would be taking place.

In respect of communicating the new service to residents, a lot was being done on social media and the service also had its own Facebook page.

Mr Bird stated that it was vital that the quality of materials collected was maintained as card and paper were sold separately. Of the ten thousand properties visited for the first two collections, only 200 bins had to be tagged in respect of contamination.

Councillor Panter asked when people would be receiving calendars indicating their collection dates. Councillor Panter also enquired as to what would be happening to the old collection boxes as he had been made aware that an animal charity would welcome as many as could possibly be provided.

Mr Bird advised that leaflets were delivered inside the bins upon delivery. Calendars with delivery dates would be posted through letterboxes shortly after the delivery of the bins.

The Chair raised two issues from the discussion. Firstly that the Council needed to ensure that the leaflets were distributed properly as this needed to be robust. Secondly, the Chair referred to the Council's waste collection web page stating that it asked for your address in order to advise upon collections. The Chair had entered his address to check on collections and the website had indicated that the new bin and bag would be collected, whereas it was still the boxes being collected in that area.

Mr Bird advised that unfortunately the website would not allow for two collection styles.

Garage Workshop:

Mr Bird stated that this was an important area which was 'in the background'.

In addition to maintaining the Council's fleet of vehicles - lawnmowers, tractors and other equipment were kept in working order. The workshop also provided MOT's to the general public.

The largest workload for the garage workshop was that of taxi testing/MOT's although these had been on hold during lockdown. This could start to pick up again over the coming weeks as lockdown eases. However, taxis pose a significant risk in that there is no control over who has been getting in and out and where they have been touched inside by passengers. Methods of sanitisation and personal protection equipment for staff were being considered.

Councillor Johnson stated that as we come out of lockdown there was a need to be more reactive than proactive in terms of cleanliness in the Borough. The Council had kept on top of issues such as fly tipping and summer flowers were now being planted around the town.

The Chair made reference to blocked gullies in the Borough and was advised that they were the responsibility of the County Council.

Development Control:

The Portfolio Holder for Planning and Growth, Councillor Paul Northcott advised Members that the coronavirus had impacted on the number of applications with fewer

having been received. However, the Planning Department had continued dealing with applications throughout lockdown.

Members' attention was drawn to paragraphs 51 and 52 of the appendix which gave the performance by action type for the period 1 March to 4 June and the figures for the same period last year. Councillor Northcott added that he was very pleased with the figures and praised the Head of Planning and his team for their work.

The Chair stated that Newcastle was the first Authority in Staffordshire to hold a virtual meeting of the Planning Committee.

Councillor Northcott stated that virtual meetings did have positive effects in terms of delivery and gave an example of people who were required to attend the Committee to speak on an application may find it much easier to do attend virtually than to travel a distance if they were not local.

- Resolved:**
- (i) That the report be received.
 - (ii) That an update report be sent to committee members one month from the date of this meeting which demonstrates that feedback has actively been sought from High Street shop owners and market traders on the overall position of Covid trading and how the Borough Council can improve or help trading conditions. Actions should be listed and updates given against these actions'
 - (iii) That an update be given regarding police presence in the town and that the Council ask them to ensure that police presence is maintained.
 - (iv) That an update be given on the frequency of the sanitisation of the payment machines on the car parks together with a risk assessment to be carried out and brought to this Committee.
 - (v) That it be ensured that leaflets concerning the new recycling and waste service are distributed correctly and timely.

5. URGENT BUSINESS

There was no urgent business.

COUNCILLOR GARY WHITE
Chair

Meeting concluded at 8.10 pm

NEWCASTLE-UNDER-LYME BOROUGH COUNCIL

EXECUTIVE MANAGEMENT TEAM'S REPORT TO

Economy Environment and Place Scrutiny Committee
30 September 2020

Report Title: Cabinet Response to Questions of 18 June 2020

Submitted by: Executive Management Team

Portfolios: Environment and Recycling

Ward(s) affected: All

Purpose of the Report

To provide the Committee with the opportunity to consider Cabinet's response to issues raised at the Committee's meeting on 18th June 2020 regarding Police Presence in the Town, cleaning car park pay and display machines, footfall in the town centres and new recycling service leaflets.

Recommendation

That the Committee notes the responses and considers whether it wishes to raise any further queries or issues with Cabinet.

Reasons

To enable the Committee to undertake its remit of scrutinising economic development and recycling and waste management.

1. **Report**

1.1 At the last meeting of the Committee on 18th June 2020, the Committee considered a detailed report on the Council's response to the Coronavirus pandemic. In considering the report the Committee had a number of queries and requested that a response be circulated prior to this meeting.

1.2 As requested, the Cabinet provided a response in a report circulated to all Members of the Committee on 13th July 2020. The response was also attached to the Committee agenda pack as an addendum; see link below:

<https://moderngov.newcastle-staffs.gov.uk/ieListDocuments.aspx?CId=437&MId=3489>

1.3 The Committee is asked to formally note the response of Cabinet and consider whether it wishes to raise any further queries.

NEWCASTLE-UNDER-LYME BOROUGH COUNCIL

**EXECUTIVE MANAGEMENT TEAM'S
REPORT TO**

Economy Environment and Place Scrutiny Committee
30 September 2020

Report Title: Delivery of the Council's New Recycling Service and Future Developments

Submitted by: Executive Management Team

Portfolios: Environment and Recycling

Ward(s) affected: All

Purpose of the Report

To provide the Committee with the opportunity to review and scrutinise the introduction of the new recycling service and the subscribed garden waste collection service.

Recommendation

That the Committee considers whether it wishes to raise any queries or issues with Cabinet.

Reasons

To enable the Committee to undertake its remit of scrutinising recycling and waste management.

1. **Report**

1.1 The attached report was submitted to Cabinet on 9th September 2020 and is submitted to the Committee in its role of undertaking scrutiny of recycling and waste management.

2. **Appendix**

2.1 Report to Cabinet 9th September 2020.

NEWCASTLE-UNDER-LYME BOROUGH COUNCIL

**EXECUTIVE MANAGEMENT TEAM'S
REPORT TO CABINET**

01 September 2020

Report Title: Delivery of the Councils new Recycling Service, and future developments.

Submitted by: Head of Recycling & Fleet Services - Andrew Bird

Portfolios: Environment and Recycling

Ward(s) affected: All

Purpose of the Report

To update Cabinet on the introduction of the new recycling service, subscribed garden waste collection service, and to agree future developments.

Recommendation

That the report be noted, and further steps in development of the recycling service for flats, schools and businesses be approved. Additionally approval is sought to enter into a joint procurement for a contract to commence from April 2022 for the processing of dry recycling materials collected with the Staffordshire Waste Partnership (SWP).

Reasons

To update Cabinet on the introduction of the new recycling collection service during the lockdown period, and update on the performance of the subscription only garden waste collection service.

1. Background

- 1.1** In September 2018 Cabinet approved a cross-party working group recommendation to replace the source separated recycling collection service with a twin stream, paper and card separate collection system utilising a wheeled bin and bag to replace the boxes. In addition approval was given to introduce a paid subscription service for garden waste collections following the County Councils decision to cease paying recycling credits.
- 1.2** The subscription garden waste service commenced in January 2019, with collection operations commencing in February 2019. A target was set for 20% participation in the first year rising to 40 % by the fourth year. Now in only its second year of operation, over 50% of domestic households have subscribed.
- 1.3** Planning and project development has taken place over the last eighteen months to develop the new recycling collection service, which has included procurement of wheeled bins, woven bags for paper and card, vehicles, recycling material processing contract to deal with the materials collected for recycling. Additionally change management and development and implementation of digital solutions across the service have been undertaken.
- 1.4** A project management group was formed from within the recycling and waste service team, supported by a dedicated project manager seconded from the Councils ICT department, as digital delivery processes were necessary to improve operational delivery, and underpin many of the changes being made, and to provide additional project management and direction as this

otherwise would have exceeded the capacity of the Recycling and Waste team to deliver on the additional work required.

- 1.5 Additionally a Recycling and Waste Steering Group was formed with members from across the Councils corporate departments, all of which have a role to play in the successful delivery of this key Council service. The group included the Portfolio Holder for Environment and Recycling. Regular reports on the progress of the project, including key work streams, were received by Informal Cabinet as the work progressed.

2. Issues

- 2.1 Plans for the new recycling collection service were at an advanced stage, with a projected implementation date of September 2020, when the Covid Pandemic hit the Country and had a significant impact on recycling and waste collection services locally and throughout the Country. Faced early on with a 25% reduction in operational staff, from mid-March, through Covid related sickness, self-isolation, and shielding, EMT and Informal Cabinet agreed a range of contingency options which could be deployed if staff shortages continued to grow, in order to protect service delivery.
- 2.2 At the same time waste arising's increased by over 25%, a result of people being at home, clearing things out, gardening, and buying more food and drink. This put substantial added pressure onto the collection service, however the aim was to maintain all collection services as far as reasonably practical.
- 2.3 The source separated recycling service as it stood was very labour intensive, and posed the greatest risk to maintaining operations if staff shortages continued to grow. Therefore, a decision was taken to temporarily collect recycling materials comingled, which would drastically reduce the number of vehicles and staff needed to carry out collection of this material.
- 2.4 Implementing this worked, and with recycling volumes increasing, was the right decision to make, although it meant the separate collection of food waste collections had to be suspended. However collections remained very reliable, and it was easier for the crews to operate. Additionally, these changes allowed all collection services with the exception of separate food waste to continue, garden waste service being particularly important as it is now a subscription collection service. This was well received by residents as many authorities, over half in Staffordshire had suspended garden waste collections.
- 2.5 The one consequence of the revised recycling collection process was that the material collected for recycling had to go to a Material Recovery Facility (MRF) to be processed for recycling, which incurs a high cost gate fee per tonne of material processed. This additional cost, although offset in part by the reduction in the number of staff required to collect material, and those needed in the transfer station to process it, could not be sustained given the Councils loss of income in other services as a result of covid19.
- 2.6 As a result, a decision was taken to bring forward the rollout and implementation of the new recycling collection service. It would maintain the lower cost of vehicle usage, but reduce drastically the processing costs for the materials processed; as paper and card (fibre) were being collected separately, and had a positive sale value, and the cost of sorting the remaining comingled items, glass cans and plastics, is much cheaper (by around £40 per tonne) without the fibre mixed with it.

3. Solution

- 3.1 With a strong project plan already in place for the original planned roll out in September, and with all the necessary procurement work completed, the team were able to adapt the plan to bring in the service early through a phased approach.

- 3.2 Deliveries of over 53,000 new bins and bags commenced to households at the end of May and was completed on schedule by the middle of July.
- 3.3 Collections of recycling from the bins and bags commenced one to two weeks after delivery of the new containers to households.
- 3.4 Effective communication was key to the success of the roll out, as although it had been carefully planned not to have any day changes for collection, the service was swapping from a weekly collection service to fortnightly.
- 3.5 Comprehensive training and briefing sessions were undertaken with the Councils Customer Service staff, and the operational workforce from the recycling and waste team which included what the new service looked like, the reasons for change, what was expected from collecting materials, how containers were to be left after collection, and how to look for and manage any contamination which may be present. In terms of crew engagement and buy-in to the changes, and to equip them with the information they needed when engaging with residents during collections, these sessions were an important part of the implementation plan. Similar sessions will be a regular feature of the management of the service moving forward.

4. Implementation.

- 4.1 The first twin stream collection took place on Monday 8th June from the Knutton and Silverdale areas, with the first full week on the twin stream system commencing from the 27th July, effectively two months ahead of the original plan.
- 4.2 From the outset, the new, simplified service was received very positively by residents and participation and presentation was very good from the start.
- 4.3 The separate food waste service was recommenced in mid-August.
- 4.4 This milestone now means the Council has a full range of recycling and waste collection service operational again, but is now more efficient and effective in its day to day delivery, and better able to cope with shifting demands moving forward.

5. Resident Feedback and Performance & Future Development.

5.1 Resident feedback

Feedback from residents has been very positive, with the Council receiving a high number of compliments made officially through the Councils corporate complaints and compliments system. Compliments included several for the sterling job done over lockdown, happy to be recycling more plastic, new recycling system is easier, leaflet is great, really like the new bins and bags. Additionally, feedback from collection crews is that they have been told by numerous of residents just how much they prefer the new recycling system as it's easy to use, and looks tidier on the streets both before and after collections.

As well as compliments received during the roll out and implementation of the new service, out of over 53,000 deliveries, the Council received 40 complaints, mainly around the changeover of collections, and 143 comments, which were mainly about what to do with the old recycling boxes

5.2 Recycling performance

Recycling performance has increased both in terms of participation and tonnage. The addition of pots tubs and trays (PTT) to the mix of plastic has also had a positive benefit. Comparing July and Augusts collection tonnage when compared to the same period on an average for the last

three years shows an increase of 22.02% in tonnage terms. There has also been a corresponding drop in residual waste tonnage over the same period which is really encouraging.

Feedback from our processing contractor, Biffa, is that the material we are supplying to them is of a high quality with less than 1% contamination, or none target materials. This is excellent feedback and demonstrates the effectiveness of the Councils communications in explaining to residents how to use this much simplified collection service. Close monitoring and control of contamination is vital, as it can lead to rejection of loads from the MRF, which incurs high costs, as the material has to be disposed of to landfill or incineration.

5.3 Garden Waste service performance

Garden Waste performance, is very positive. In 2019 we achieved a subscription rate of 50% of those who were eligible for garden waste collections, this has increased to 52% during 2020. The tonnage of garden waste collected is very good achieving 75% of the tonnage collected from an average of the previous three years, when the free garden waste service was in place. The quality of the material sent for composting is also very high, and has improved from 2019 onwards.

5.4 Future Development – Flats, schools and commercial waste recycling

With the rollout of the new recycling and food waste collections to houses now complete, attention has turned to future development of the service to residents and businesses. These developments include: -

- Refreshing and enhancing recycling provision and collections for flats,
- Refreshing and enhancing recycling provision, and initiating separate food collections to schools,
- Developing an options appraisal and financial model for the introduction of commercial waste recycling and separate food waste collection services to businesses within the borough.

5.5 Future development – Material processing contract

A procurement exercise is now proposed to replace the existing contract after the end of March 2022. The procurement exercise will be completed by March 2021, which will allow the Council to look and consider its options for the processing of materials it collects. The new contract is suggested for a period of five years, with options for extension, to allow a further longer term County wide solution to be developed and evaluated. Approval is therefore sought for the Council to be part of the SWP procurement process.

6. Legal and Statutory Implications

- 6.1** The Council has a legal duty, to provide collection services for none recyclable waste, and to collect separately four streams of recycling, namely, paper/card (fibre), metal, plastic, and glass all free of charge. The Council has no statutory responsibility to provide garden waste collection services, and can make a charge for doing so if it so wishes.
- 6.2** Currently the Council does not have any statutory recycling targets imposed by Central Government; however there is a service level agreement with the County Council to deliver recycling levels above 50% as part of their PFI arrangements for their Energy from Waste Plant in the South of the County.
- 6.3** The new Recycling and food waste collection service will meet the forthcoming government legislation and guidance, in achieving consistency in recycling collections across England, and mandatory separate food waste collections.

7. Equality Impact Assessment

- 7.1** An equality impact assessment has been completed for the new recycling and food waste collection service.
- 7.2** The nature of the new recycling service designs out many of the manual handling issues raised by residents with the previous box-based service, and resident accessibility for service use was a key part of the planning process. Issues raised included those around residents without English as a first language (which we address through clear, simple language and image-based messages), disability (we raised this on the leaflet delivered with the new containers to reassure existing assisted collection customers and raise the availability of help for other residents who may find the help useful – and noted a rise in applications for help during the container roll-outs), and rurality (properties accessed down un-adopted tracks receive visits to identify collection points which work for residents and the collection operation, especially where an assisted collection is subsequently requested)

8. Financial and Resource Implications

- 8.1** There are no new financial and resource issues resulting from this report. The budget for the new recycling and food waste collection service has been built up from base between officers from the recycling and waste service and financial services departments. The new waste budget was approved as part of the 2020/21 Revenue Budget.

9. Major Risks

- 9.1** A comprehensive Risk Register was developed, and remains live, for the development and introduction of the new recycling and separate food waste collection service. The Covid pandemic, and its effects became an integral part of the risk register during this year and was used to help shape the control measures to ensure an effective and reliable service was maintained, and to take account of the new service rollout.
- 9.2** High level risks remaining are those to do with managing the Covid pandemic and implications of any further waves or local lockdowns, particularly with regard to staffing levels, safe service operation, and maintaining full service provision. Additionally contamination needs to be continually monitored and managed to ensure the Council minimises the risk of rejected loads from the MRF, and the associated financial consequences.

10. Sustainability and Climate Change Implications

- 10.1** The new recycling and separate food waste collection service uses less vehicles than the previous collection service. The processing contract looks towards focused re-processing of materials in the UK and this will be further enhanced as part of the SWP procurement process which will also advocate closed loop recycling achieved within the UK.
- 10.2** This direction of travel will support national government targets in reducing greenhouse gas emissions, and will help deliver the UK's circular economy strategy, and ensuring 65% of packaging waste is recycled.

11. Key Decision Information

N/A

12. Earlier Cabinet/Committee Resolutions

12.1 Cross-party task and finish group recommendations to Cabinet for a new recycling and separate food waste collection service – July 2018

12.2 Cabinet approval of cross-party task and finish group recommendations to Cabinet for a new recycling and separate food waste collection service – September 2018

13. **List of Appendices**

None

14. **Background Papers**

None

NEWCASTLE-UNDER-LYME BOROUGH COUNCIL

**EXECUTIVE MANAGEMENT TEAM'S
REPORT TO**

**Economy Environment and Place Scrutiny Committee
30 September 2020**

Report Title: Environmental Health Services – Impact of Covid-19 Pandemic.

Submitted by: Executive Director – Operational Services & Head of Environmental Health Services

Portfolios: Environment and Recycling

Ward(s) affected: All

Purpose of the Report

To review the Environmental Health Service's additional workload as a result of the Covid-19 outbreak Government requirements and to further review the resourcing levels in place to achieve these requirements and risk to any current services as a result.

Recommendation

That the Committee receives the report and offers feedback.

Reasons

To provide the Committee with the opportunity to scrutinise how Covid-19 has impacted on the workload and capacity of the Councils Environmental Health Services Team and note the additional workload that has arisen.

1. Background

- 1.1 The Coronavirus pandemic is the greatest single risk to the health and wellbeing of this country since the Second World War. In February 2020 the Council established an Incident Management Team to plan the Council's response, ensuring that support to local residents and businesses was provided, that Council services were maintained, and the welfare of officers and members protected.
- 1.2 Informal Cabinet has been regularly briefed on the work being progressed, including a daily briefing with the Leader. The approach adopted is based on existing business contingency arrangements which have put the Council in a good position to respond rapidly and effectively.
- 1.3 The Incident Management Team interfaces with a range of groups which have been set up countywide to co-ordinate the response to the pandemic, including the Strategic Coordinating Group, and working groups on mortality management and vulnerability.
- 1.4 Cabinet received a report on the Council's response work at its meetings on 22 April and 20 May and 8th July. The 8th July report focused predominantly on the ongoing impact of the pandemic on Council services, and its developing response to the pandemic. The 8th July report provided an update on those matters and outlined the work streams in the Council's

“Back on Track” recovery programme following the (then) recently announced government recovery strategy.

1.5 The three Cabinet reports are available as background documents.

2. **Issues**

- 2.1 Insofar as the service areas within the remit of this committee are concerned, this has placed significant increased pressures, new demands and restrictions on a wide range of those services as previously reported but in particular, on the Councils Environmental Health Services Team.
- 2.2 Inspections and enforcement activity – in a number of areas either the health and safety issues presented by Covid, or the temporary closure of businesses, has meant that officers are working through a significant backlog of casework. This is across a number of Council service areas including housing grants, food premises inspections, planning enforcement, etc.
- 2.3 During the lockdown, statutory nuisance complaints in respect of noise and bonfires at domestic premises increased. Amended instigation procedures were developed to ensure compliance with Covid requirements.
- 2.4 Taxi driver and vehicle licencing & inspections – As highlighted above, this is a service significantly impacted by the pandemic in terms of service delivery. As a consequence, there is a backlog of new driver/vehicle licence applications and a backlog of additional requirements introduced due to Covid to process for current driver/vehicle licenses. In addition, vehicle inspections continue to be suspended and, as such, a significant demand for inspections can be anticipated placing pressure on the Garage Workshop.
- 2.5 Pavement Licensing Applications – Government has introduced new legislation through the Business and Planning Act 2020, which was reported to Licensing & Public Protection Committee on 4th August 2020, this provides a new approach to granting certain licences in an effort to facilitate bars, cafes and restaurants to service food and drink outside. This has included a short time periods of 14 days to process licences, which includes a 7 day consultation period, these are presumed approved if not processed within 14 days. It is anticipated that the Council will receive a significant number of such applications to be processed rapidly. The new Act also makes amends to allow operators with existing alcohol on-sales to also serve alcohol for consumption off the premises. The full requirements are available in the committee report
<http://svmma/documents/s33196/2.%20Business%20Planning%20Act%202020%20002.pdf>
- 2.6 Since the pandemic and lockdown was declared there have been numerous regulations relating to closure of certain premises at certain times and Covid controls. The enforcement responsibility have been with the Environmental Health Service, this has been dealt with reactively upon receipt of complaint and also proactively through patrols and officer observations.
- 2.7 Local Outbreak Control measures – this is a new responsibility for the Council involving, primarily, the Environmental Health service which will have a significant role in managing any local Covid outbreaks associated with businesses or certain high risk premises. The scale of the demand associated with this is as yet unknown, but potentially significant. The Council has received £50k Government funding via the County Council to support this function. Alongside the outbreak control work, is work associated with Covid compliance, advising, supporting and progressing non-compliance with current Covid controls. The nature and extent of this work is constant evolving, with the Service supporting the County with these functions.

2.8 In addition to the above, the work involved in preparing the North Staffordshire Local Air Quality Action Plan has not ceased. In addition to the existing workload associated with the project plan, the Council was written to by the Minister in early July, acknowledging the impact of the pandemic but reiterating the requirements of the October 2018 Ministerial Direction. The Joint Air Quality Unit now require the Councils to undertake sensitivity testing, to consider the factors that may affect future traffic flows (and hence emissions and NO₂ concentrations) and make a judgement on whether the plan will deliver the primary aim of achieving compliance with the statutory NO₂ concentration limits in the shortest possible time, and/or make a judgement on the uncertainty associated with achieving that outcome. This has added a significant additional task to the project plan on top of what was already a very challenging timescale. This Committee will receive a further report on this project at your November meeting.

3. **Proposal**

3.1 That the Committee receives the report and offers feedback to Cabinet.

4. **Reasons for Proposed Solution**

4.1 So that there is an opportunity to scrutinise the additional workload of the Environmental Services Team in relation to the CV-19 pandemic and to offer feedback to Cabinet on the same.

5. **Options Considered**

5.1 Not Applicable.

6. **Legal and Statutory Implications**

6.1 There are no such implications arising directly from this report. Addressing the impact of Coronavirus locally has involved significant adjustment to some service provision. When making such changes there are a number of legal and statutory implications to take into account. These are all appropriately factored into decision taking by the Incident Management Team.

7. **Equality Impact Assessment**

7.1 There are no equality implications arising directly from this report. Members will, however, note the particular emphasis placed on supporting vulnerable people in the Council's response to the pandemic.

8. **Financial and Resource Implications**

8.1 Additional staffing resources have been secured to support the team during this period of increased demands and activity. A range of funding streams are being used to facilitate this support, including external sources.

8.2 A Mutual Aid arrangement has also been put in place as a result of concerns raised at the Staffordshire Coronavirus Strategic Co-ordinating Group. This agreement sets out the circumstances when Mutual Aid may be requested from neighbouring Local Authorities such that when a District or Borough Council is no longer able to allocate sufficient, sustainable resource to Covid response work without compromising its existing priorities, it will formally request mutual aid in accordance with the mutual aid section. Indicators for this would include the exhaustion of resources committed to outbreak management, an inability to deliver high priorities and a time frame exceeding 4 weeks. In other cases informal mutual aid between Councils can be agreed.

8.3 EMT are dynamically monitoring workloads of a range of teams who are impacted upon as a result of the Covid pandemic with the respective Heads of Services and this includes the Environmental Health Services Team.

9. **Major Risks**

9.1 There are a number of risks associated with the Pandemic and the Council's response to it. These are discussed in more detail in Appendix 1 to the Cabinet report referred to above.

10. **Sustainability and Climate Change Implications**

10.1 There are no such implications arising from this report. Any direct implications for sustainability and climate change are discussed, where relevant, in reports dealing with the implementation of specific measures that give rise to the same.

11. **Key Decision Information**

11.1 This report does not relate to a Key Decision.

12. **Earlier Cabinet/Committee Resolutions**

12.1 Cabinet Resolutions of 22 April, 20 May and 8th July 2020.

12.2 Licensing & Public Protection Committee resolution on 4th August 2020 regarding Business and Planning Act 2020.

13. **List of Appendices**

13.1 None

14. **Background Papers**

14.1 Cabinet reports referred to:-

<https://moderngov.newcastle-staffs.gov.uk/ieListMeetings.aspx?CId=118&Year=0>

NEWCASTLE-UNDER-LYME BOROUGH COUNCIL

**EXECUTIVE MANAGEMENT TEAM'S
REPORT TO**

Economy Environment and Place Scrutiny Committee
30 September 2020

Report Title: Scrutiny Working Party's Findings on Climate Change & Environmental Sustainability

Submitted by: EEP Scrutiny Working Party

Portfolios: Environment and Recycling

Ward(s) affected: All

Purpose of the Report

To provide the Committee with the outcome and recommendations of the Scrutiny Working Party's Review on Climate Change and Sustainability.

Recommendation

That the Committee endorses the recommendations of the Working Party and makes recommendations to Council.

Reasons

To complete the task set by the Economy, Environment and Place Scrutiny Committee.

1. Report

1.1 On 17th December 2019 the Committee, in response to a request made by full Council on 3rd April 2019, considered a report on climate change mitigation. It resolved to set up a Working Party with the following remit and scope:

- To review the Council's record on mitigation and adaption on climate change and to make recommendations to Cabinet with regard to future action;
- To establish a baseline in respect of the Council's current carbon footprint;
- To consider work to date to mitigate the adverse effects of the Council's services;
- To review options and timelines to achieve the target of the Council as an organisation being carbon neutral by 2030.

1.2 The membership of the Working Party was as follows – Councillors Gary White (Chair), Andrew Fear, David Grocott, Mark Holland, Marion Reddish and Amelia Rout.

1.3 The Group met via Zoom on Tuesday 1st September and considered a detailed report presented by the Head of Housing, Regeneration and Assets, along with the Council's Draft Sustainable Environment Plan.

1.4 The Task and Finish Group came up with a series of recommendations which the Committee is asked to endorse and recommend to Council as part of the response to Climate Change.

2. **Appendix**

2.1 Minutes of the Meeting of the Scrutiny Task and Finish Group.

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SCRUTINY TASK AND FINISH GROUP - CLIMATE CHANGE/SUSTAINABILITY

Tuesday, 1st September, 2020
Time of Commencement: 7.00 pm

Present:	Mayor's Consort - Councillor Gary White (Chair)		
Councillors:	Andrew Fear David Grocott	Mark Holland Marion Reddish	Amelia Rout
Officers:	Daniel Dickinson Geoff Durham Denise French Joanne Halliday	Head of Legal & Governance /Monitoring Officer Mayor's Secretary / Member Support Officer Democratic Services Team Leader Head of Housing	
Also in attendance:		Portfolio Holder – Environment & Recycling	

1. **APOLOGIES**

There were no apologies.

2. **DECLARATIONS OF INTEREST**

There were no declarations of interest stated.

3. **CLIMATE CHANGE AND SUSTAINABLE ENVIRONMENT STRATEGY**

The Portfolio Holder for Environment and Recycling introduced the report which advised Members of an amendment to the Climate Change Act, 2008 introducing a target for at least a 100% reduction of greenhouse gas emissions in the UK, by 2050. The Portfolio Holder suggested that the Council adopts a target of 2030 for the Council operations and 2050 for the Borough as a whole

The Council's Head of Housing, Regeneration and Assets, Joanne Halliday referred Members to paragraph 1.10 which gave a link to a briefing by the House of Commons Library.

Members' attention was drawn to paragraphs 1.6 to 1.14 of the report which gave a background and possible outcomes for the Borough. In particular, the Governments acknowledge that not all sectors can meet an earlier deadline and that the 2050 for the Borough as a whole remains a realistic target.

The table at paragraph 1.20 showed the year on year reductions in CO2 emissions since 2012, across the Borough - which had reduced each year.

The second table showed the emissions in sectors, with industry and commercial having the largest reduction in emissions, followed by domestic. Transport saw a slight increase from 2013 which had started to reduce in 2017.

The Chair saw these as impressive reductions across the Borough and asked what the key drivers were. Joanne Halliday advised that these were outlined in the Sustainable Environment Plan at paragraph 1.38. A copy of the Plan was appended to the report.

The key aspects of the Plan were outlined at paragraph 1.38 of the report. These were Policies which could influence how the Council operates.

The Plan looked at three areas of Policy development: Local Plan, Taxi Policy and Air Quality.

In addition, Travel looked at ways of getting people to invest in modern / electric vehicles, cycling and scooters.

Assets. This area was diverse as to what the Council could do in terms of carbon capture, tree planting and whether the Council was making the best use of its land.

Keele University was very energy efficient and the Council could work with them.

As a property owner, the Council needed to understand its energy usage and was looking to award a contract for energy monitoring, having now been out to Tender.

The Council had not invested in its street lighting for many years and the possibility of LED lights could be a consideration for the future.

The question had been asked whether the Council should have solar and/or wind farms situated within the Borough. Councillor Fear felt that wind farms were not attractive and very ineffective. Reference was made to the wind farm situated off the coast of North Wales. Councillor Fear stated that, on a recent visit none had been turning and added that there were many small things that could be done which would be more effective. In respect of solar panels, Councillor Fear asked what there was on top of Castle House as an example. Such panels would look ugly in the countryside and would be better situated in areas that couldn't be seen.

Councillor Rout stated that there was good evidence that the North Wales wind farm did produce a high output and agreed with Councillor Fear regarding solar panels in the countryside. Councillor Rout added that sustainable energy was important for future generations.

Councillor Reddish agreed that wind farms were one of the ways forward.

Councillor Fear advised Members that there had once been talk of developing a vertical turbine at Keele University and asked if they could be approached to see what progress was made.

Councillor Holland agreed with Councillor Fear and advised that Keele did a lot of work on energy efficiency and there were a lot of questions that they could be asked on the subject.

Councillor Rout suggested that it may be of interest to acquire information on what happened with geo thermal output.

Councillor Holland stated that he would prefer to see a Council that used its assets in a natural way and that tree planting was best.

Councillor Fear agreed that tree planting was a good idea and suggested that local specimen trees were planted.

The Chair asked if a benchmarking exercise had been carried out with other authorities as to what could be classed as best practice?

Councillor Fear stated that the most important thing for the Borough at this present time was getting it 'back to work' following COVID-19. There were no buses at night and with a lot of 'night-time economy' businesses on the brink, the Council did not want to affect taxis. Could bus companies be approached to extend their night service to ensure that the night-time economy and the jobs that go with it, stay in the Borough?

Councillor Holland advised that the natural benchmark for the Taxi Policy would be Stoke on Trent City Council and stated that the Council needed to align with other authorities in the immediate area.

The Chair stated that Councillor Fear's point was an important one and that the Committee had to keep in mind that it was a 30 year Plan. The Council needed to have information available which could be updated in a timely fashion.

Councillor Reddish agreed that work must come first but that climate change must also be addressed. The Council must not lose sight of what could be done with taxis.

Councillor Johnson asked if funding was available for the eleven proposed electric car charging points in the Borough.

Joanne Halliday confirmed that funding was now available as part of the Air Quality work with other authorities. It was yet to be agreed where they would be situated, which would need to be at key sites. In addition, the private company needed to be approached and lease terms agreed.

Councillor Fear enquired as to how secure the charging points would be against vandalism.

Joanne Halliday advised that the company would be responsible for the machines and they therefore would make them as secure as possible as it was their funding stream that would be affected.

The Chair stated that the Council needed to ensure that it was effective in its approach and how it was monitored.

Councillor Fear stated that Keele had some good cycle tracks as did Silverdale and they were off the road. Sustainable Transport (SusTrans) were good at developing off road cycle tracks and more needed to be done to take them into the town.

Joanne Halliday advised that work had been done previously with SusTrans, who had looked at the signage to encourage people into the town centre and a re-ignition of that partnership could be looked into.

The Chair agreed that moving to off-road was important to help to take traffic off the roads.

Councillor Fear suggested that, alongside the cycle tracks, procurement should also be considered to aim to buy local wherever possible.

A report on Greenhouse Gas Emissions arising from the Council's function had been published each year since 2012. There were three categories for emissions which followed a national methodology: Direct emissions arising from gas usage and fuel for the Council's vehicles; Direct emissions from electricity used in Council buildings and street lighting and; indirect emissions from activities carried out but not directly controlled by the Council. Members were referred to the table at paragraph 1.25 of the report.

Councillor Trevor Johnson asked what the comparison of emissions was between the old Civic Offices to Castle House.

Joanne Halliday did not have the figures to hand but explained that it would be better in that lighting and heating could be better controlled in larger spaces.

Councillor Holland advised that the new building had been designed with efficiencies. The former Civic Offices were incurring rising costs and the inefficiency was also rising.

The Committee requested figures for the efficiency savings on moving from the Civic Offices to Castle House.

The Chair stated that it should be noted that the Borough Council would still work to the 2030 guideline and not the 2050 government target.

Resolved: That the Task and Finish Group recommends to the Economy, Environment and Place Scrutiny Committee:

- (i) That the Council's record on mitigation and adaptation to climate change be noted.
- (ii) That the baseline in respect of the Council's current carbon footprint be noted.
- (iii) That it be recommended to Council that the target date for securing carbon neutrality as a Borough be adjusted to 2050 to align with the government target and that of neighbouring authorities and to reflect the importance of ensuring that it is achievable and credible.
- (iv) That the target date for securing carbon neutrality for the Council remains at 2030 and that this be achieved through the Sustainable Environment Strategy.
- (v) That, within the next year, a benchmarking exercise be carried out with neighbouring authorities on the Taxi Policy, to be presented back to this Committee and to the Licensing and Public Protection Committee as soon as was practically possible.

- (vi) That the Council actively engages in looking into more off road cycle tracks and reports back to the Economy, Environment and Place Scrutiny Committee in twelve month's time.
- (vii) That the Council's Procurement Strategy reflect a requirement for local provision of goods and services wherever possible.
- (viii) That discussions take place with Keele University around any sustainable energy opportunities and best practice.
- (ix) That all opportunities for tree planting, particularly local species to promote carbon capture, be explored.
- (xi) That the use of water free urinals and other water saving devices be considered.
- (x) That data on efficiency savings of moving from the Civic Offices to Castle House be presented to the December meeting of the Committee.

4. ANY OTHER BUSINESS

Councillor Fear advised Members that the former Home Farm site at Keele had water free urinals and they were odour free. He wondered if Keele would have any information as to how much water the Council could save by using this method.

The Chair stated that this could be built into the Plan as a recommendation.

CLLR GARY WHITE
Chair

Meeting concluded at 8.04 pm

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ECONOMY, ENVIRONMENT AND PLACE SCRUTINY COMMITTEE

Work Programme 2019/21

Chair: Councillor Gary White

Vice-Chair: Councillor G Heesom

Members: Jenny Cooper, Fear, Grocott, Jones, Olszewski, Panter, Reddish, J. Tagg and Rout

Portfolio Holders covering the Committee's remit:

Councillor S Tagg, Leader – Corporate and Service Improvement, People and Partnerships (for Economic Development Strategy)

Councillor Trevor Johnson - Cabinet Member – Environment and Recycling

Councillor Paul Northcott - Cabinet Member – Planning and Growth



The following services fall within the remit of this Scrutiny Committee:

Planning Policy and Development Control	Facilities Management
Building Control	Recycling and Waste Management
Land Charges	Streetscene and Litter Control
Housing Strategy (incl) Housing Advice and Homelessness) and Development	Crematorium and Cemeteries
Private Sector Housing	Climate Change, Sustainability and Energy Efficiency
Operational and Commercial Property Management	Environmental Enforcement
Strategic Transport	Environmental Health
Economic Development	Grounds Maintenance
Tourism	Community Open space
Taxi ranks	Parks and Gardens Maintenance
Bus Station	Flooding and Drainage
Markets	

Classification: NULBC **UNCLASSIFIED**

The core Work Programme is determined at the beginning of the municipal year. Issues can be added throughout the year with the Chair's approval or where a new priority area comes to the Committee's attention.

For more information on the Committee or its work Programme please contact Denise French on 01782 742211 or at denise.french@newcastle-staffs.gov.uk

DATE OF MEETING	ITEM	BACKGROUND/OBJECTIVES
Wednesday 4 July 2018	Work Programme	To discuss the work programme and potential topics that Committee members would like to scrutinise over the forthcoming year
	Recycling Service - Update	Items listed at Chair's request. Relevant Officers and Cabinet members requested to attend.
	Grass Cutting Team – Performance	
	Arboriculture Department- Workload and Resource	
Planning/Development Control – Performance and Staffing		
Wednesday 26 September 2018	Work Programme	To discuss the work programme and progress of scrutiny activity and to consider any amendment/additions to the Programme
	Chair to report on Executive response to Tree Management representations	
	Recycling Service – Update	Report deferred from last Committee
	Borough Market Update	Committee to receive an interim update on the management of the Borough Market – report requested by Member of the Committee
	SMART Motorway (use of the hard shoulder as 4 th land)	Report to include action taken to lobby for the scheme to include Junction 15 – requested by Member of the Committee

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	Representatives from the BID invited to attend the meeting	Request form Member of the Committee to look at how the Borough can support and help build a strategy to enhance the reputation of the Borough
Thursday 13 December 2018	Work Programme	To discuss the work programme and progress of scrutiny activity and to consider any amendment/additions to the Programme
	Representatives from appropriate bodies invited to attend the meeting to enable Members to consider the issues surrounding development of the SMART Motorway and HS2	To encourage economic prosperity and development of our area
	Scrutiny of the charging policy at the Borough Town Centre car parks	Request from Members of the Committee to encourage footfall in the town centre
	Clarification of the Business Rates Support Scheme	Request from the BID
	Update on the planning and modelling of the new recycling service including the communication plan, what contingencies were put in place to deal with inclement weather and high staff absences in the department	
	Update on the Borough Market	
Thursday 14 March 2019	Work Programme	To evaluate and review the work undertaken during 2018/19
	Update on Tree Management Operations Budget Allocation	
	Economic Development Year 1 Action Plan	

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	Homelessness Policy (deferred to June meeting)	
	Allocations Policy	
	Future Recycling Strategy	
	Single Use Plastics – following motion at Council	
	Management of the Borough Market	
Thursday 20 June 2019	Update of Planning and Enforcement Recruitment	Request from the Chair
	Allocations and Homelessness Policy	Deferred from last meeting
	Recycling Service Update	Committee decision
	Work Programme	To discuss the work programme and potential topics that Committee members would like to scrutinise over the forthcoming year
Wednesday 25 September 2019	Update from Cabinet including car parking strategy	
	Recycling Service Update	
	Review of Single Use Plastics Reduction Strategy	Request from Cabinet – 5 June 2019
	Climate Change Mitigation	Request from Council – 3 April 2019 – deferred for special meeting
	Update on the development of the Ryecroft Area	Consideration deferred to December Committee
Monday 25 November 2019	Climate Change Mitigation	
Tuesday 17 December 2019	Update on the development of the Ryecroft Area	
	Joint Allocations Policy	
	Benchmarking Exercise	Cabinet Report on benchmarking visits to town centres and markets.

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	Bradwell Crematorium	Report on Bradwell Crematorium to include expenditure and maintenance programme and the feasibility of setting up a Friends of Bradwell Crematorium Group. Request from Member of the Committee.
	Recycling Service Update	
Wednesday 5 February 2020	Air Quality update Draft Joint Local Plan	
Thursday 26 March 2020 (meeting cancelled)	Air Quality – presentation of Outline Business Case Recycling Service Update	Deferred
Thursday 18 June 2020	Coronavirus Pandemic Update	To provide the Committee with the opportunity to scrutinise actions undertaken to date and the proposals for the next phases of recovery
Thursday 30 September 2020	Recycling Service Update	Report on the implementation of the new Recycling and Waste service detailing any issues encountered and anything learned in moving forward.
	Development of the Ryecroft area	To provide the Committee with an update on how the two Town Centre Bids for Newcastle and Kidsgrove are progressing, the current position including anything conducive to the two bids.
	Environmental Enforcement	A review of the Environmental Health Department’s additional workload as a result of the Covid outbreak and Government Requirements. To further review the resourcing levels in place to achieve these requirements and risk to any current services as a result. Are any further support mechanisms required either in the short or long term from Council.
Thursday 12 November 2020	Air Quality project	To give the Committee the opportunity to consider the Air Quality Report prior to consideration by Cabinet
<p>To keep under review:</p> <ul style="list-style-type: none"> • Recycling Service Update • Development of the Ryecroft area • Update report following review of the tree management contract in February 2020 • Bradwell Crematorium 		

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DJF August 2020