Public Document Pack

Date of meeting	**Wednesday, 29th September, 2021**
Time	**7.00 pm**
Venue	**Astley Room - Castle**
Contact	Geoff Durham 742222

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 3 - 8)**

To consider the minutes of the last meeting of the Committee.

4 UPDATE FROM CABINET

5 SUSTAINABLE ENVIRONMENT STRATEGY UPDATE **(Pages 9 - 14)**

6 ENVIRONMENTAL HEALTH PERFORMANCE AND ENFORCEMENT REPORT **(Pages 15 - 24)**

7 STREETSCENE - POSITION STATEMENT **(Pages 25 - 30)**

8 FUTURE HIGH STREETS FUND UPDATE

A presentation will be given.

9 TOWN INVESTMENT PLANS FOR KIDSGROVE AND NEWCASTLE UNDER LYME

A presentation will be given.

10 WORK PROGRAMME **(Pages 31 - 38)**

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), Helena Maxfield (Vice-Chair), David Grocott, Dave Jones, Mark Olszewski, Amelia Rout, Jennifer Cooper, Andrew Fear, John Tagg, Barry Panter and 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:	Tony Kearon	Gillian Burnett
	Andrew Parker	Simon White
	Ian Wilkes	June Walklate
	Paul Waring	

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

- 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.

NOTE: THERE ARE NO FIRE DRILLS PLANNED FOR THIS EVENING SO IF THE FIRE ALARM DOES SOUND, PLEASE LEAVE THE BUILDING IMMEDIATELY THROUGH THE FIRE EXIT DOORS.

ON EXITING THE BUILDING, PLEASE ASSEMBLE AT THE FRONT OF THE BUILDING BY THE STATUE OF QUEEN VICTORIA. DO NOT RE-ENTER THE BUILDING UNTIL ADVISED TO DO SO.

ECONOMY, ENVIRONMENT & PLACE SCRUTINY COMMITTEE

Thursday, 17th June, 2021
Time of Commencement: 7.00 pm

Present:	Councillor Helena Maxfield (Chair)		
Councillors:	David Grocott	John Tagg	Paul Waring
	Mark Olszewski	Marion Reddish	
	Andrew Fear	Andrew Parker	

Officers:	Simon McEneny	Executive Director - Commercial Development & Economic Growth
	Geoff Durham	Mayor's Secretary / Member Support Officer
	Richard Landon	IT Support Officer
	Roger Tait	Head of Operations

1. APOLOGIES

Apologies were received from Councillors' Jenny Cooper, Barry Panter and Gary White.

2. DECLARATIONS OF INTEREST

There were no Declarations of Interest stated.

3. MINUTES OF A PREVIOUS MEETING

Resolved: That the Minutes of the meeting held on 11 March, 2021 be agreed as a correct record.

4. UPDATE FROM CABINET

There was no update from Cabinet.

5. PROGRESS REPORT ON TREE MANAGEMENT

The Council's Head of Operations, Roger Tait introduced a report on tree management. The report set out the Council's approach to tree management and progress had been made in that there was now a tree team operating all year round. A cherry picker had been purchased to safely access branches. The Council had an aging workforce so tree climbing was an issue. The Council had continued to let an annual contract for the more complex work each year and more progress had been made with the digital Tree Management System (TMS) up to date.

The Council's approach to tree management was risk based with high priority work being done first to keep the community safe and to protect the Council's liability. There was a backlog of work which was low risk works. It was understandable that

residents were disappointed when the low risk works took longer to be programmed but in terms of the resources that the Council had, it had to be managed that way.

To help with the low risk work, a protocol had been adopted where residents, if they wished, could offer to pay to bring work up the programme which could then be accessed via the Council's contractor.

A request had been made by the Chair, Councillor Gary White to enable Parish Councils to bring tree works forward within their parishes. A protocol for this was appended to the report.

Councillor Olszewski stated that some matters of tree works had been taking around four years from being reported to being completed. In addition, in Wolstanton – the trees around the Marsh, very often are overhanging the pavement. There had been cases where partially sighted residents had had overhanging branches in their faces. Whilst it was a much slimmed down service, it was fair to say that despite the extra contract work it was still a service that was inadequate for the residents. It was not a failing service because the service that was provided was a good one but just not enough of it. The service did not meet the demands and in some cases could be quite hazardous.

Roger Tait agreed that there was a lot more that could be done if there was the resource to do it. Members were advised that if they had particular issues within their wards that were not being addressed adequately, to get in touch and they would be looked into. In addition, the TMS system could be looked at to see where some of the outstanding jobs were sitting at the moment.

Councillor Reddish asked what the anticipated take up would be for residents to fund the work and for Parish Councils.

Roger Tait stated that, in terms of Parish Councils there were some very proactive ones within the Borough. The Council was currently working with Madeley Parish Council who were on the verge of appointing a tree contractor to carry out works around Madeley Pool and Audley Parish Council were also proactive in their tree work. In terms of residents, the take up was not particularly high at present but it was an option.

Councillor Reddish stated that it was better for areas that had a Parish Council but for those areas without one did that make them disadvantaged because the Council had not got the resources. Did the areas without Parish Councils come back to the Council.

Roger Tait confirmed that this was the case. Using the risk based approach, anything that was high risk to people or property in a non-parish ward would be on the Council's high priority list and would be taken care of. The works that were not happening was the low risk/low priority ones.

Councillor Paul Waring asked what was meant by low value items, for example a couple of hundred pounds or a thousand.

Roger Tait advised that the term low value referred to works that were not essential to the tree and not posing a risk to people or property. A lot of the time it was general, shading out of people's gardens so in monetary terms that too would be low value.

Resolved: (i) That the report be received and that the current approach to tree management and associated risks, be acknowledged.

(ii) That the proposed mechanism to enable Parish Councils and other organisations to implement and fund tree work which is considered to be a local priority, be endorsed.

6. **FUTURE HIGH STREETS FUND UPDATE**

The Council's Executive Director - Commercial Development and Economic Growth, Simon McEneny gave a presentation which covered the next two items on the agenda.

The presentation covered the Future High Street Advanced Town Deal and Town Deal Funding. Photographs were presented which showed what works had been carried out using the £1.75m government funding for Newcastle and £750,000 for Kidsgrove which had to be spent by the end of March, 2021.

The photographs included new gates at Clough Hall Park, the Pump Track at Newchapel which was opening tomorrow, a new 3G pitch at the King's Academy and Kidsgrove Sports Hall. Photographs for the Newcastle area included the Knutton Community Centre demolition, Primary Care Trust building demolition, A34 central reservation repair, lighting to the stalls in the Ironmarket and transformation of the subways. The former jewellers in Lancaster Buildings had been acquired and refurbished to become a drop in skills hub.

The Future High Street funding was awarded at the start of spring 2021 and the Council now had authority to start demolition works at the former Civic Offices building in Merrial Street. The contract should be awarded in July this year and works commencing in August through to September/October 2022, paving the way for the redevelopment. Work would also commence on the new car park that would replace the Midway which would be done as part of the Town Deal Funding as it was not possible to fund this through the Future High Streets Fund.

The Council wanted to try and acquire the York Place building to open up the town centre so that it could be seen from the road with the creation of plaza's.

The Kidsgrove Town Deal had been validated by the Government and the Council had received the first funding award for the sports centre. The second priority work was at Chatterley Valley for infrastructure works totalling £3.5m. Work would be carried out at the site entrance to would reduce and release the viability issue to release the site for approximately two thousand jobs, aiming to create an advanced ceramics campus. Kidsgrove Railway Station would also be upgraded with a new station and car park and mixed use development in the space in front of the station by the crossroads making the station more visible and accessible.

The Newcastle Town Deal of £23.6m was awarded last week. A total of £1.8m needed to be sliced off the original project that had been put forward. A priority of schemes would now be agreed and a decision made on which business cases to put forward.

The Chair thanked Simon McEneny and said that it was really positive news and real builds were starting to happen.

Councillor Olszewski asked about the Newcastle Town Deal Funding, whether it was ring-fenced for the town centre or was some designated for some of the village centres, in particular, Wolstanton.

Simon McEneny stated that both of the Town Deals had a 'red line' around them which was decided by the Town Deal Boards. For example the Newcastle red line goes up to Chatterley Valley. There would be some work as part of the Newcastle Town Deal for areas such as Knutton and Chesterton but at present, nothing was included for Wolstanton.

Councillor Olszewski asked if there was a reason for this.

Simon McEneny advised that a process was undertaken where there was a call for sites/projects which were then assessed, reviewed and accepted by the Board. He did not think that anything had been received from Wolstanton.

Councillor Olszewski did not think that there had been any consultation or ask of what local ward Councillors would like or that there was an opportunity to bid in Wolstanton.

Simon McEneny would check but he was almost certain that every Ward Councillor in the affected areas were advised of the Town Deal possibilities. The Council had tried to capture as many consultees as possible in that process and apologised if some Members had been missed.

Councillor Fear stated that it was nice to receive that some of money. He commented that two areas of Newcastle town centre had been identified as being problematic – York Place and the Roebuck Centre. If York Place could be acquired that would be a good thing and the question was asked, how good were the possibilities to do this? Half of the premises were occupied by viable units so would they be offered relocation. Also, could York Place be made much more consonant with the Ironmarket and town centre which had red brick buildings. Referring to the Roebuck Centre, Councillor Fear stated that there were very few viable units in there and thought that nobody would want to lose the frontage which had a historic value but what could be done with what was behind it to boost it up.

Simon McEneny stated that the Council was attempting to purchase York Place by direct negotiation with the owner. If it was acquired the viable businesses could have their tenancies ended for redevelopment and relocated. There were only about 7 or 8 tenants in the entire building so approximately 30% full. Upon inspection of the maintenance records, there was approximately £2-3m worth of repairs that needed to be done to bring it up to date.

The Council was in contact with the owner of the Roebuck Centre. There was just the one tenant in there now – Iceland. The frontage units forming part of the Roebuck had been sold off so the Centre was now the entrance and the space behind. There was no proposal to demolish or alter the outside of the Roebuck but part of the Town Deal for Newcastle was the establishment of the Circus school and performing arts centre. One of the aspirations and needs for that facility was space both horizontally and vertically, which the Roebuck had in the middle, so it would make a good space for that type of activity.

Councillor Fear suggested that the façade was most probably listed as a historic hotel.

The Council was aiming to bring different uses into the town centre through the use of these funds.

Members requested a copy of the presentation which would be sent to them.

7. **TOWN INVESTMENT PLANS FOR KIDSGROVE AND NEWCASTLE UNDER LYME**

This was covered under the previous agenda item.

8. **WORK PROGRAMME**

The Chair asked Members to email any ideas for Scrutiny to herself or to Councillor Gary White which would then be incorporated into the Work Programme.

9. **PUBLIC QUESTION TIME**

There were no public questions.

10. **URGENT BUSINESS**

There was no urgent business.

CLLR HELENA MAXFIELD
Chair

Meeting concluded at 7.40 pm

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NEWCASTLE-UNDER-LYME BOROUGH COUNCIL

EXECUTIVE MANAGEMENT TEAM'S REPORT TO

Economy Environment and Place Scrutiny Committee
29 September 2021

Report Title: Sustainable Environment Strategy Update

Submitted by: Executive Director, Commercial Development and Economic Growth

Portfolios: Environment & Recycling

Ward(s) affected: All

Purpose of the Report To inform Members of the key issues and activities undertaken by the Sustainable Environment Strategy working group.
Recommendation **That Committee receives the report and supports the priorities for the 2021-2022 work plan.**
Reasons To enable Committee to be informed of the nature and extent of Sustainable Environment Strategy working group and endorse the priorities for 2021-2022.

1. **Background**

1.1 The Sustainable Environment Strategy for Newcastle under Lyme was adopted by Council and included an Action Plan containing a range of projects and initiates that would seek to develop sustainable approaches to how the Council undertakes its own work and actions as well as having a focus on wider, Borough-wide and County-wide initiatives in conjunction with key local partners.

1.2 This work is being progressed by a cross-departmental internal Officer working group Chaired by the Executive Director - Commercial Development & Economic Growth and monitored by a Steering Group Chaired by the Portfolio Holder for Environment and Recycling, both of which meet on a monthly basis.

1.3 The latest Action Plan monitoring update is available upon request.

2. **Key Achievements to Date**

2.1 *Renewable Energy* – solar panels have been installed on part of the Knutton Depot roof and are generating electricity which is used at the site.

2.2 *Urban Tree Planting* – An Urban Tree Planting Policy has been adopted by Cabinet and a project plan has been prepared.

2.3 *Policy* - The Staffordshire Climate Change Adaptation & Mitigation Report has been finalised and key policy recommendations will inform policies in the Local Plan to ensure that new development will seek to mitigate the impact on climate change.

2.4 *Partnerships* - The Council has begun working collaboratively with Keele University to explore new energy efficient schemes such as district network heating.

2.5 *Sustainable Procurement* - The Council has modified its Invitation to Tender (Open Procedure) Part 2 Questionnaire to include the questions linked to provider's carbon reduction plan and officers will monitor and report on responses received as part of any future procurements.

2.6 *Transport* – The Councils Environmental Health van fleet has been replaced with electric vehicles and charging stations have been installed at Knutton Lane Depot.

2.7 *Transport* - A 'pilot' of a Government funded E-Scooters scheme in collaboration with Staffordshire County Council has been undertaken for a period of 12 months within the Town Centre, ending in September.

2.8 *Air Quality* – Cabinet have agreed to progress the eco-bus gate option for the A53 to final business case stage in order to achieve reductions in traffic pollution.

2.9 *Air Quality* - As part of the new recycling service, the Council has invested in Routesmart, allowing route optimisation with the new waste service. It is envisaged that once the new service has been embedded and all routes optimised; fuel and emissions reduction will materialise.

2.10 *Fossil fuels* - Clough Hall Park Pavilion moving to an all-electric solution (from gas/LPHW system) under ATDF/Parks funding.

2.11 *Carbon Reduction* – The Council has switched to a renewable green energy tariff for its electric consumption

2.12 *Carbon Reduction* - A new Building Energy Management System has been installed at our main Leisure Centre Jubilee 2.

3. **Key Projects Being Planned**

3.1 *Renewable Energy* - Feasibility Study for a solar renewable energy farm on land owned by the Borough Council at Keele.

3.2 *Urban Tree Planting* - Suitable sites are being sought for the first phase of tree planting over the coming winter and early spring period. There will be linkages to the national The Woodland Trusts Plant a Tree for the Jubilee project to Celebrate The Queen's Platinum Jubilee in 2022 by being part of The Queen's Green Canopy. Funding will need to be identified for this project which may be a combination of Borough Council and external funding.

3.3 *Partnerships* – work collaboratively with the newly established cross county Joint Sustainability Board, with the intention to develop and recommend a joint environmental sustainability strategy for Staffordshire and Stoke on Trent.

3.4 *Renewable energy* - To explore the feasibility of installing a 30kw array of solar thermal-PV hybrid at south facing roofs of NULBC central Depot. (subject to any potential re-location plans)

3.5 *Fossil Fuels* – The Council is planning to switch to a green energy tariff for its gas consumption in 2022

3.6 *Transport* – Work with Staffordshire County Council on its Local Cycling and Walking Infrastructure Plan (LCWIP) 2020-2030 which establishes a programme of improvements for pedestrians and cyclists to include better access and improved cycle routes for the residents of the Borough.

3.7 *Transport* - A consortium bid, funded by Low Emission Taxi Infrastructure Scheme, has approved eight rapid electric vehicle charging points to be installed within the Borough on local authority owned car parks and will be rolled out.

3.8 *Transport* – Promote the Councils Green Travel Plan, to reduce Co2 from employee commuting, such as encouraging Car Sharing, Cycle Loans, and Annual Bus Travel Card for its employees as well as ongoing agile and home working.

4. Reasons for Preferred Solution

4.1 The service plan and priorities for 2021-22 supports both the objective to become Carbon Neutral.

5. Options Considered

5.1 N/A

6. Legal and Statutory Implications

6.1 Each scheme will have its own implications which will need to be considered at the relevant time.

7. Equality Impact Assessment

7.1 Activities are in line with the statutory duty of the Council and in accordance with the advice and guidance of the relevant Government bodies.

8. Financial and Resource Implications

8.1 Each action will be considered as a stand-alone business case prior to implementation.

At the Full Council meeting held on 24 February 2021, approval was given to allocate £100k of the Borough Growth Fund to the “Environmental Sustainability Strategy”. This was to ensure that the Council plays it part in improving air quality, reducing carbon emissions and delivering services in an environmental sustainable way.

9. Major Risks

9.1 N/A

10. UN Sustainable Development Goals (UNSDG)

10.1

11. **Key Decision Information**

11.1 This is not a key decision.

12. **Earlier Cabinet/Committee Resolutions**

12.1 None.

13. **List of Appendices**

13.1 None.

14. **Background Papers**

14.1 Sustainable Environment Strategy Action Plan

Themes	Action	By when?	Progress 9th February 2021	Progress 24th February 2021	Progress 24th March 2021	Progress 28th April 2021	Progress 26th May 2021	Progress 23rd June 2021	Progress 28 July 2021	Progress 25 August 2021
Overarching	1. The Staffordshire Climate Change Adaptation & Mitigation Report has been finalised and key policy recommendations will inform policies in the Local Plan to ensure that new development will seek to mitigate the impact on climate change.	At the adoption of the Local Plan	Recent decision made not to undertake a Joint Local Plan with the Stoke on Trent City Council, consultancy support now being re-examined flowing the decision to produce a Local Plane for Newcastle-under-Lyme (Head of Planning).							
	2. The following policy principles are likely to be taken forward in the emerging Local Plan:-									
	- Presumption in favour of wind energy development on unconstrained areas (which will be identified on the Policies Map), subject to specific criteria on design, siting, amenity impact etc.									
	- Electric vehicle charging points should be included in all developments' parking proposals. Where use of existing parking facilities are being utilised, contributions towards electric vehicle infrastructure is likely to be required;									
	- Requirement that all development should be adaptable to climate change and help reduce carbon emissions by including, wherever appropriate, decentralised and renewable and low carbon sources.									
	- Requirement on proposals for major developments to submit a sustainability statement demonstrating consideration of energy efficiency measures and low carbon technologies;									
	- Requirement for all development and energy proposals that would generate significant surplus or waste heat should take all practicable measures to utilise that heat to meet local energy needs;									
	- Requirement to connect into the heat network or be designed to do so where this is planned or exists, unless it can be demonstrated that there are more effective alternatives for minimising carbon emissions or such connection is impracticable;									
	- The Report also recommends consideration of a carbon offset fund. Should the Council choose to adopt this, the level of charge set would need to be tested in a Viability Report and additional resources may be required to manage this fund.									
	3. To engage with Keele University (possible Staffordshire University) to explore what they are doing in relation to reducing carbon / becoming carbon neutral and to examine if the Council can learn anything from the work being undertaken.	2021/2022	Contact to be made with Keele University. Workshops have been organised for February 2021. Officers from NBC will be in attendance.	Keele are providing a series of workshops which the Council is participating in. Collaboration across County resources and a series of recommendations to be produced as an output by September 2021	A tender document has been prepared for the appointment of a Master Plan Consultant. This has been sent to Phil Butters at Keele for comments and a response is awaited.	Ongoing	Ongoing	Ongoing - Simon (M) is progressing this.	Ongoing - Simon (M) is progressing this.	Ongoing - Simon (M) is progressing this.
	4. To explore if there is any national best practice examples and/or guidance to support the delivery of such work.	2021/2022		Link into No. 3	Abid to speak to Sarah Wilkes to see if there is enough money in the budget to engage a consultant to deliver this work.	Simon (M) to brief Sarah on progress to date	Simon (M) to brief Sarah on progress to date	Simon (M) to brief Sarah on progress to date.	Simon (M) to brief Sarah on progress to date.	Simon (M) to brief Sarah on progress to date.
	5. The Council has modified its Invitation to Tender (Open Procedure) Part 2 Questionnaire to include the questions linked to provider's carbon reduction plan and officers will monitor and report on responses received as part of any future procurements.	2020		Achieved						
Reduce our reliance on Fossil Fuels	6. An Outline Business Case is to be submitted to DEFRA, which will include a package of measures to be implemented with respect to Air Quality.	2020	An outline business case has been submitted to Defra to secure funding for measures to tackle nitrogen dioxide pollution caused by road traffic, on part of the A53 Etruria Road. Whilst this has no direct impact on reducing fossil fuel reliance, the measures will encourage wider transfer to sustainable travel modes and low emission vehicles, providing some degree of contribution to reductions in carbon emissions in the longer term.	Pete Price is going to e-mail DEFRA where we are with the Project. Abid to chase Pete to see where this is up to.	Currently awaiting a response from DEFRA.	Darren to provide and update for the next meeting.	Darren to provide and update for the next meeting.	Darren/Nesta are currently awaiting a response from DEFRA - this should be coming through in December 2021.	Darren/Nesta are currently awaiting a response from DEFRA - this should be coming through in December 2021.	Darren/Nesta are currently awaiting a response from DEFRA - this should be coming through in December 2021.
	7. DEFRA funding will be required to implement and monitor required measures. Measures likely to be implemented are anticipated to be taken forward by Staffordshire County Council and Stoke on Trent City Council as the Highways Authorities with input from Borough Council.	End of 2022								
	8. A 'pilot' of a Government funded E-Scooters scheme in collaboration with Staffordshire County Council has commenced for a period of 12 months within the Town Centre.	2020/2021	The Pilot scheme was launched in 09/2020 albeit use of E-Scooters during lockdown and poor weather has reduced. Continue to monitor and feedback on use.	Ongoing						
	9. To explore the option of expanding the use of E-scooters for local employees to use on distribution centres.	2021		Staffs CC to extend the phasing programme across Newcastle and continue the roll-out trial.	This is ongoing and working very well. An option to rent the E-scooters is also being looked into.	Simon has a meeting on Friday 30.04.21 and will provide an update at the next meeting.	Simon had a meeting on Friday 30.04.21 and will provide an update at the next meeting.	An analysis of the trial has been prepared which shows very good usage of the scheme. Currently looking into expanding the trial by at least 6 months.	Ongoing.	Ongoing.
	10. Staffordshire County Council's Local Cycling and Walking Infrastructure Plan (LCWIP) 2020-2030 establishes a programme of improvements for pedestrians and cyclists to include better access and improved cycle routes for the residents of the Borough.	2020-2030		The plan has identified five projects for Newcastle under Lyme:- 1. A52 Brunswick St and George St, Newcastle; Light segregation to protect cycle lanes and parallel crossing for access to the two-way cycle track and links to existing signed routes. 2. Knutton Rd, Pool Dam, Keele Rd and Greenway, Newcastle Orme Road; quiet parallel route, cycle crossing Pool Dam and Blackfriars Road to serve Greenway, parallel zebra crossing on Keele Road in vicinity of Orme Rd, track resurfacing north west of Orme Road. 3. Church Street and Merrial Street, Newcastle; There are no pedestrian crossing points or dropped kerbs along Merrial St apart from at the junction with High St. Proposed crossing at northern end of Merrial Street 4. Ryecroft, Newcastle; Side road crossings not in line with desire line. Replace current two-stage crossing with single stage parallel ped and cycle signalised crossings. Improve and widen shared footway/cycle tracks to link to adjacent streets. 5. Barracks Road, Newcastle; Links are unpleasant due to lack of active frontage and proximity of traffic. Subways at regular intervals (each major junction) but not pleasant. Improve subway entrances from footways by widening, guardrail removal, planting etc. Dropped kerbs/tactile paving or entry treatments to reduce crossing distance at side roads. Hassell St crossing needs to be a single stage toucan to accommodate cycle traffic	Jeanette to ask Kim to speak to Staffs CC for an update on this.	Jeanette to chase up Kim for a response.	Staffs CC are delivering the Active travel Fund Scheme in 2021/22. They consulted on the scheme earlier this year and it received support from stakeholders and public. There were 262 responses to the Newcastle scheme and 62% strongly or somewhat agreed with the scheme. Elements of the scheme were supported as follows: Two-way direction cycle lane on George Street to Hassell Street - 73% Footway / cycleway in grass opposite John Street - 67% Resurface footways - 90% Relocate loading bay from George Street to Albert Street - 50% Remove short stretch of car parking - 53% Provide secure cycle parking in town centre - 81% Slow down traffic to 20mph - 62% This is the only scheme that Staffs CC have funding for at the moment. The schemes for Knutton, Pool Dam and Keele Road will rely on Town Deal funding.	To be monitored.	To be monitored.	To be monitored.
	11. Newcastle under Lyme Borough Council, as an employer, has for a number of years, implemented agile working, to reduce Co2 from employee commuting. It has adopted a Green Travel Plan, encouraging Car Sharing, Cycle Loans, and Annual Bus Travel Card for its employees.	Ongoing	Green Travel Plan live, encouraging Car Sharing, Cycle Loans, and Annual Bus Travel Card for its employees.	Abid to speak to Darren and Ruth Copley-Jones in HR.	This is currently being progressed with HR. Darren to chase up with Ruth Copley-Jones.	Darren to provide an update for the next meeting.	Darren confirmed that HR coordinate the various schemes.	Jeanette to ask Ruth Copley-Jones in HR for an update.	**Update from HR 02.07.21:** Car sharing isn't being encouraged at the moment and Cycle loans have changed but we are using VIVUP bike shop which is in line with government salary sacrifice rules. We are looking into electric cars through VIVUP but haven't had chance to chase this up as yet with all the other work going on. The numbers over the last 15 months are as follows: Bus Passes (issued via Customer services) 2020-21 1 2021-22 to date 0 Cycle loans (salary sacrifice) – using VIVUP 2020-21 20 2021-22 to date 5 Pre salary sacrifice annual take up was 6/7pa)	**Update from HR 02.07.21:** Car sharing isn't being encouraged at the moment and Cycle loans have changed but we are using VIVUP bike shop which is in line with government salary sacrifice rules. We are looking into electric cars through VIVUP but haven't had chance to chase this up as yet with all the other work going on. The numbers over the last 15 months are as follows: Bus Passes (issued via Customer services) 2020-21 1 2021-22 to date 0 Cycle loans (salary sacrifice) – using VIVUP 2020-21 20 2021-22 to date 5 Pre salary sacrifice annual take up was 6/7pa)
	12. A consortium bid, funded by Low Emission Taxi Infrastructure Scheme, has approved eight rapid electric vehicle charging points to be installed within the Borough.	2021	Eight rapid electric vehicle charging points to be installed in the Borough. DW (& a rep from FM) attended a meeting (Dec 2020) with colleagues from Stoke-on-Trent City Council on preliminary discussions on Taxi EV Charging Pts around the Town and Borough (and also pan County). DW to update on progress at the next CCWG.	Gordon to chase Darren for an update.	Three sites in Newcastle Town Centre (King Street, Goose Street and Silverdale Road) have been identified and one site in Kidsgrove (King Street). Darren has a meeting next week to progress and will report back to the next meeting.	Darren attended a meeting and will provide an update for the next meeting.	Darren to provide an update for the next meeting.	Darren to speak to Simon (M) about this and then provide an update at the next meeting.	Darren to provide an update at the next meeting.	Darren to provide an update at the next meeting.
	13. Staffordshire County Council have developed an EV strategy for the County. The Council will use this as a basis for its borough wide strategy. To investigate the installation of electrical vehicle charging points in car parks managed by the Borough for customer usage.	2021 2022	EV strategy to be reviewed and borough wide strategy to be developed. FM to investigate the installation of electrical vehicle charging points in car parks managed by the Borough	Gordon to get an update from Darren on when this will be reviewed and developed for NuLBC. Neil Guest has identified sites and Simon (S) will speak to Neil to prepare a Business Case.	Simon (S) will be speaking to Neil to prepare a Business Case. Update from Gordon 16.04.21: Gordon has written to both Darren and Neil about potential up-coming sites for extra Electric Vehicle (EV) provision in Newcastle Town Centre, especially related to the redevelopment of Ryecroft.	Simon (S) to chase up with Neil Guest regarding preparing the Business Case.	Darren has emailed Staffs CC as they were looking to co-ordinate something for County and Districts. Government announcements have moved on significantly since we originally discussed matters with them and so far Staffs CC have not responded. Midlands Energy Hub, Serena Bacuzzi, would be a good starting point if NBC were going to do it themselves.	A meeting was held on 22 June 2021 and Darren will get an update for the next meeting.	Darren to provide an update at the next meeting.	Darren to provide an update at the next meeting.
	14. The requirements for taxi vehicles to be electric or of a maximum age were rejected by Committee, as part of the last Taxi / Private Hire Vehicle policy update. Therefore older vehicles continue to be utilised and will continue to be licensed for as long roadworthy and meet license standards in force at time. To assess whether the Taxi and PHV is to be affected by the current / future clean air work, will be subject to Ministerial Approval of measures to improve Air Quality.	2019	Older taxi vehicles to be licensed only if roadworthy and meet licence standards in force at the time, borough council to monitor	Darren to give an update at the next meeting.						
	15. To consider future amendments of policy and further consultation and adoption to the Taxi / PHV policy	2025	Consider future amendments of policy and further consultation.	To be monitored.	To be monitored.	To be monitored.	To be monitored.	To be monitored.	To be monitored.	To be monitored.
	16. To assess the suitability and applicability of financial support schemes from the Office of Low Emissions Vehicles grants for new vehicles / grant for second hand (loan schemes to support purchase of New and Used vehicles)	2025	Assess the suitability and applicability of financial support schemes.	Darren to give an update at the next meeting.	To be monitored.	To be monitored.	To be monitored.	To be monitored.	To be monitored.	**Update from Gordon 20.08.21:** Gordon has put Atmos-Clear in touch with Steve Gee ref our vehicle fleet. Atmos have been able to install kits into cabins of fleet vehicles and to exhaust systems of existing diesel-petrol fleet vehicles to reduce carbon emissions, without the need, just yet, to replace an entire fleet of vehicles to electric. [done for London Transport with their buses and have saved £9m in operating costs of TfL, as less servicing of buses is needed] [they say the same principles ref "stop" "start" engines and traction on refuse collection vehicles and retro-fitting our existing diesel fleet could lessen the extent of transmission and engine maintenance on our rcv fleet in particular and hence saving the Council money and carbon emissions]. To be monitored.
	17. To assess schemes established by Local Authorities such as Birmingham / Coventry / Nottingham with respect to electrical vehicles and its associated infrastructure improvement and to incorporate learning for the Council.	2025	Assess schemes established by Local Authorities with respect to electrical vehicles and its associated infrastructure improvement.	Darren to give an update at the next meeting.	To be monitored.	To be monitored.	To be monitored.	To be monitored.	To be monitored.	To be monitored.
Reduce Emissions	18. As part of the new recycling service, the Council has invested in Routesmart, allowing route optimisation with the new waste service. It is envisaged that once the new service has been embedded and routes optimised, fuel and emissions reduction will materialise.	Ongoing	Service continues to be embedded and routes optimised, next stage will be to assess if fuel and emissions reduction will materialise – check with SG/AB.	Roger to speak to Steve Gee	Roger to chase up with Steve Gee Update from Roger 16.04.21: (this needs to go to Julie moving forward) Refuse will review routes via Routesmart, on an annual basis. The aim is to achieve efficient routes. By default this should lead to reductions in mileage covered and therefore a reduction in emissions. However as a caveat, the Borough will grow which may lead to additional mileage due to extra collections.	Roger to ask Steve Gee and Julie Copestake if there is any information from the old service that can be used as a comparison with the new service.	Litres of fuel used and the affects of Routesmart are difficult to compare as there have been many changing factors over the past two years. Moves away from weekly kerb side sort, introduction of separate food waste service, recycling collected weekly on RCV's during early periods of Covid, the introduction of bi-weekly twin-stream recycling, a fall in trade waste volumes. The attached table indicates a drop in total fuel used in 2021 versus 2019 & 2020 and it seems fair to say that Routesmart has been a contributory factors to this reduction.			
	19. To continue to provide driver CPC training and offer ECO driving aimed at Driver behaviour and well-being.	Ongoing	CPC training ongoing??? ECO driving??? Check with AB/SG	Roger to speak to Steve Gee	Roger to chase up with Steve Gee Update from Roger 16.04.21: Driver CPC was delayed due to Covid. Catch up courses will run throughout the year. The course will be based around well-being. Further courses (late 21/early 22) will have a section on 'environmental driving'. This is not to be confused with ECO driving training courses, this usually involves time in a vehicle and would require separate funding, however the Council may wish to consider it.	Roger to ask Steve Gee for dates of when the training will be undertaken.	Driver CPC was delayed due to Covid. Two catch up courses will run November 2021 to February 2022 to suit staff availability from Operational Departments. One course will be based around well-being. The second course will have a section on 'environmental driving'. This is not to be confused with ECO driving training courses, this usually involves time in a vehicle and would require separate funding, however the Council may wish to consider it.			
	20. The current lease vehicles, which use diesel fuel, used by the Council Dog Warden & Pest Control Services will be replaced with 3 x Nissan E-NV200 Acenta Vans (electric vehicles). The Borough Council has installed four electrical vehicle charging outlets for its fleet vehicles at its Central Depot.	2020 2020	Vehicles ordered, delivered and are being adapted for service use, delivery expected in 2 weeks. Electrical vehicle charging outlets available for use.	Vehicles have been delivered and are being adapted for service use, there has been a delay in undertaking this work for a number of reasons, however completion is now expected by mid-March. Simon (S) has spoken to Steve Gee and the electric vehicles should be ready by mid-March 2021. Gordon to look into pay at pump options for staff to use electric charging pumps if they have an electric vehicle.	Simon (S) has spoken to Steve Gee and the electric vehicles are currently being fitted out and should be ready by the end of March beginning of April 2021. Update from Roger 16.04.21: These are in build, delivery of two are expected on Monday 19th and the third one on Friday 23rd April. Gordon and Darren are currently looking into a pay at pump option for staff.	The 3 vehicles have been kitted out and are being collected on 29 April 2021. Monitoring of the new vehicles will be undertaken. The 4 charging points are now fully installed at the Depot. Gordon has sent some information to Georgie Evans and Simon (M) will speak to Georgie to see how the staff option is progressing.	Two vehicles now operational. Third vehicle should be live by w/e 28.05.21. A review of the Capital Fleet Replacement Program is to be undertaken. This will look at the 10 year replacement program and the affects of changing the plan to consider alternative (ECO) vehicle technologies from both a sustainability and financial perspective. Where possible the Council should consider introducing more 'Eco-friendly' vehicles. Simon (S) has spoken to one of the drivers who is impressed with the vehicles, getting 130 miles per charge and charges every 2 to 3 days.		Gordon Visited the Depot on 12 August 2021. Depot EV Chargers points state: "H&B Electrical Max 3.6Kw (16 Amps) 1 token per 4 hours charge. Can accommodate extra tokens to max 8 hours of charge" [There are 4 such charger nozzles/connectors at the Depot, meaning 4 vehicles can be simultaneously charged at the same time, electrical load permitting].	
	21. The Council has installed Wi Beees Data Loggers in six of its buildings.	2020	Completed							
	22. Based on the data captured by Wi Beees Data Loggers, the Council will seek to effect behaviour changes and optimise energy usage.	2023		Monitoring is about to be completed and a report will be done. Gordon to report back to next meeting.	Gordon is awaiting the outcome of the report and will report back to the next meeting. Update from Gordon 25.04.21/27.04.21: Lyndon Heath and myself have had the Wi-Beee online platform training on 23 April. The next step is for Lyndon to check the Wi-Beee types in each of our 6 monitoring sites/buildings and we can re-name the locations so that they are locations/Distribution Boards/Mains Panels that Lyndon is familiar with as locality and name [Lyndon will be looking at these next week at each of the 6 locations]. Lyndon also has access to the Wi-Beee online platform on his mobile iPad and much of the features work just as well on his iPad as they do on any laptop/desktop.	Wi Beees recommend that action should be taken on powerfactor correction for J2 and the Crem and voltage optimisation considered for J2. Gordon will prepare a Business Case.	Gordon has received a price from Netcontrol to undertake a day long review of the J2 and Crem facilities, in order to prepare a Report and Business Case for investing in appropriate Voltage Optimisation and (if applicable) Power Factor Correction for these 2 Council facilities. Gordon to obtain a second quote from ABB for comparison before placing an order with the winning company for this work.	Gordon has received a quote for approx. £600 to undertake detailed review surveys at each site, for their suitability to take Voltage Optimisation or Power Factor Correction. The Group approved the quote and Gordon will contact the company and arrange for the surveys to be undertaken. Gordon to provide an update at the next meeting.	Gordon to provide an update at the next meeting.	**Update from Gordon 20.08.21:** Wi Beees – utilising data/surveys for further actions – J2 results to be progressed next week by Netcontrol based on their detailed survey of J2 and Crem. The Crem will follow on from J2.
	23. To begin the installation of a new Building Energy Management System at our Main Leisure Centre Jubilee 2	2021	Order placed. ICT interface getting resolved by NULBC ICT and Trend IQ Synapsis	This will be resolved by the end of March 2021.	Gordon to get an update from Brian Meredith and report back to the next meeting. Update from Gordon 14.04.21: All settings have been put back to normal facility operational mode (including CHP) now the facility has re-opened (gym/pools wise in particular). We have the Trend IQ done, for data monitoring. We just need to know any changes to any revised Leisure activities programmings, including when Bespoke will complete the Health Suite refurb [they won the Tender for that works].	To be monitored on a quarterly basis.	To be monitored on a quarterly basis.	This has now been installed and Gordon to provide an update at the next meeting. This will then be monitored on a quarterly basis.	To be monitored.	To be monitored.
	24. To utilise data of energy usage in Council Buildings to procure new "e-telligent" packages of building management systems.	2020/2021	Installed and monitoring taking place. Possible excess charges for high data readings that exceed 4g Wi Beees data signal allowances. Training on Wi Beees carbon counting cloud platform to take place in Feb-Mar 2021 (depending on Covid Lockdown) with Netcontrol	Ongoing - Gordon to report back to next meeting	Gordon is expecting a report from Netcontrol within the next 2 weeks and will report back to the next meeting. Lyndon Heath and Gordon will undertake the training and then they can train others.	A Community Renewal Fund (CRF) Bid is to be prepared and submitted.	Lyndon Heath and Gordon have had the Wi Beees training and have their logins for monitoring the 6 sites (Depot, Lancaster Bldgs, KTH, Crem, J2). Netcontrol are re-checking the sites to make sure we can particularly make inroads on power factor corrections and similar for Crem and J2.	Gordon to provide an update at the next meeting.	Gordon to provide an update at the next meeting.	**Update from Gordon 20.08.21:** Building Management Systems/Building Engineering Management Systems – Medium Term Financial Strategy input (£200k-£300k costs) given to Craig Turner for key Council sites all to be upgraded [based on the £12k cost to upgrade J2 with Trend IQ] with better technology BMS/BEMS and Modbus etc. sensors. Mtg held with Trend/Honeywell on 20 Aug – ref smarter/e-telligent systems and relative to One Council working smarter/Dashboard approach to assets management [and in relation to J2]. Further Mtg to be held with Trend in September inc. ref their smart small and medium buildings administrator platforms [Iambda]. ICT [Mark Bradshaw] aware of where FM-Eng-Property need to head with smarter/e-telligent estates and assets and maintenance management in conjunction with NULBC front-end dashboard staff. Alternate approaches can be offered in terms of further potential costs savings to help integrate smarter/e-telligent systems – including saving money via use of adapted existing technologies. E.g. Atmos-Clear install of 30 units in NULBC desktop tables areas of Castle House will help reduce dust etc extractions into AHU system at Castle House, hence reducing carbon emissions and running costs of M&E plant at Castle House. Discussions held with Stoke CC ref e-telligent buildings packages and the role they could help us play ref such systems and more integration of better utilising our common contractors (e.g they use Security Services for alarms systems, we use Security Services for alarms systems). With BMS/BEMS and e-telligent/smarter buildings – all has been stressed that it has to be on basis of a Low Carbon agenda and aiming to lower Carbon emissions. **Update from Gordon 23.08.21:** Gordon and Brian have looked at Leisure-Energy website and are trying to get some inputs on low carbon studies from Sport England. There will be a need to think about the brief(s) and expectations. For FM-Eng-Property, our chief initial aim is to ensure we have the right smarter buildings/e-telligent buildings input in place – which we have part achieved to date by upgrading the BMS/BEMS system at J2, by undertaking the detailed survey ref power factor correction and voltage optimisation and by having a discussion on e-telligent systems with Aaron Kelter of Trend. We feel with duct cleans and AHU belts replacements as well as the Bacticell filters, we have also done lots of background work, but we will soon need to move onto the "big hits" like thinking of the north facing [Brunswick St façade] large extents of glazing, the pool hall barrel rooflights/roof insulation general and certain M&E plant/pool blanket. We will use all findings to date to help hone a brief
	25. To appoint an energy specialist in-house or to engage an external specialist Consultant with the remit of reducing carbon emissions across the Council's portfolio.	2021	feedback from the Carbon Trust. Agreed to obtain copies of JD & PS for the previous Climate Change / Carbon Reduction Officer employed by the Council.	Simon (M) to obtain a Job Description for the Climate Change Officer Post.	Simon (M) to obtain a Job Description for the Climate Change Officer Post.	Simon (M) to obtain a Job Description for the Climate Change Officer Post.	Simon (M) to obtain a Job Description for the Climate Change Officer Post.	Simon (M) to obtain a Job Description for the Climate Change Officer Post.	Simon (M) to obtain a Job Description for the Climate Change Officer Post.	Simon (M) to obtain a Job Description for the Climate Change Officer Post.
	26. To Council has appointed external consultants to assess the feasibility of deploying low carbon technologies, across the Councils landholdings and buildings.	2021	Initial review and initial findings meeting took place 28.01.2021. Further prioritisations conclusions asked of Wardell Armstrong. NULBC have supplied gas data on cubic metres used basis – as difficult to obtain HH data for gas (have to use various Gov conversion factors)	Meeting with Wardell Armstrong has been set up for 3 March 2021 to review the report.	Report has been received from Wardell Armstrong and went to EMT and Informal Cabinet. Members preferred the Solar Panels option and Simon(M) will see if they want a Business Case preparing.	A Business Case is to be prepared.	A Business Case is to be prepared.	Simon (M) to speak to Sarah Wilkes and Stephen Heppell in the preparation of a Business Case.	Simon (M) to speak to Sarah Wilkes and Stephen Heppell in the preparation of a Business Case.	Simon (M) to speak to Sarah Wilkes and Stephen Heppell in the preparation of a Business Case.
	27. The Council has begun working collaboratively with Keele University to explore new energy efficient schemes, district network heating.	2020		Simon (M) is talking to Keele with a 3rd party energy provider for the sustainability of the former Golf Course.	Simon (M) is talking to Keele with a 3rd party energy provider for the sustainability of the former Golf Course.	Discussions are taking place with Keele and ENGIE regarding sustainable energy.	Discussions are taking place with Keele and ENGIE regarding sustainable energy.	Ongoing.	Ongoing.	Ongoing.
	28. The Council has made preliminary assessment of the type of street lighting for which the Council is responsible for, 382 lights of which only 4 are currently LED. To develop a proposal/business case to install LED to Council's owned street lighting.	2020 2021/2022	Assessment Complete. Business Case to be drafted in support of a phased move to LED for the Councils 378 street lights.	Gordon to chase up Neil Guest regarding the Project Plan and an Action Plan is to be produced by 31 March 2021. Gordon to chase up Neil.	Gordon has spoken to Neil with some suggestions and is currently awaiting a response. Gordon to chase up Neil. Update from Gordon 14.04.21/16.04.21: Gordon has reminded Neil about street lighting, including Midway car park (via E-on or Amey/Staffs CC) to upgrade such to LED. Energyplc.com have also been contacted regarding their e-Light finance-install-maintain programme. We are still not against a JV with SCC/Amey Street Lighting and piggy-backing on their programme of converting all their Street Lighting to LED. Update from Gordon 25.04.21: Gordon and Abid have discussed this and Abid has agreed to contact someone at E-on, to see whether they will do a finance-maintain-re-lamp option and if they could do us the costs savings calculations for converting our 380 or so street lamps to LED. Neil is not having any joy with the tie up with SCC-Amey under their streets re-lamp programme. Gordon has contacted eenergyplc.com under their finance-maintain-costs savings share "ELight" programme, but would prefer to use E-on [our current street lighting party] if they are willing to play ball. It will be simpler from a Contracts Register perspective to carry on using the same provider [E-on, Nottingham].	CRF funding will be sought to upgrade street lights to LED.	Awaiting outcome of Community Renewal Fund (CRF) Bid which should be end July/August 2021.	Three Bids have been submitted to Staffs CC: 1) Feasible Solar Farm 2) LED Lighting Programme 3) Gas Boiler Replacement Simon (M) is currently awaiting feedback from Staffs CC to see which one of the bids they have submitted to Government.	Three Bids have been submitted to Staffs CC: 1) Feasible Solar Farm 2) LED Lighting Programme 3) Gas Boiler Replacement Simon (M) is currently awaiting feedback from Staffs CC to see which one of the bids they have submitted to Government.	Three Bids have been submitted to Staffs CC: 1) Feasible Solar Farm 2) LED Lighting Programme 3) Gas Boiler Replacement Simon (M) is currently awaiting feedback from Staffs CC to see which one of the bids they have submitted to Government.
	29. To develop a Capital Assets Strategy, which establishes the building maintenance and capital spend for Council Assets, which is consistent with the Carbon Reduction Agenda.	2021	Targets are needing setting both for Corporate, Ancillary and Commercial (Landlord Common Areas in particular) Properties, depending on AMP decisions, Regeneration decisions and priority capital schemes in Capital Programme. It is believed the Capital Programme was initially sanctioned 4 Feb 2021 at Cabinet. Boilers' replacement programme remains a key objective – so utilise data from Carbon Counts (wi Beees) for the key sites to see what we do with boilers at such locations to get us off using Fossil Fuels at such locations asap. A strategy is evolving for Renewables (Wind) and Solar in particular, but not for District Heat Networks or for Heat Pumps or boreholes, etc as yet. Meeting required with Wardell Armstrong and any appointed Consultant and Carbon Trust to set actual Targets during Mar-April 2021.	Meeting with Wardell Armstrong has been set up for 3 March 2021 to review the report.						
Minimise Waste, Recycle More	30. To review what neighbouring authorities are delivering as part of their carbon reduction/carbon neutrality programme, examine if there might be benefits from a combined public sector L.A. approach;	2021/2022	Explore opportunities in working collaboratively with neighbouring authorities in carbon reduction / carbon neutrality.	Waiting to see what CAT (Centre for Alternative Technology) delivers from the Collaboration Workshops.	Abid to e-mail Keele and Staffs CC for further information.	Abid to give an update for the next meeting.	There is a further online Workshop scheduled for 29 June 2021 to focus on the following: 1) What can you do next? And what needs to be in place to do this? 2) Where is support needed beyond this workshop? 3) How can the Councils continue to collaborate? This Group is to consider these so that Simon (S) and Abid can feedback any comments to the Workshop.	The Workshop has been moved to 2 July 2021 and Simon (S) and Abid are attending and will feedback the comments from this Group. Simon (S) and Abid will then provide an update at the next meeting.	Simon (S) and Abid to provide an update at the next meeting.	Simon (S) and Abid to provide an update at the next meeting.
	31. To engage with the Staffordshire Chamber of Commerce to understand the messages/guidance they are providing to the business sector on CO2 neutral energy tariffs;	2021/2022	Engage with Staffordshire Chamber of Commerce to understand their work with the Business sector on CO2 neutral energy tariffs.	Abid to e-mail Elaine Burgess to ask what the LEP and Staffordshire Chamber of Commerce are doing.	Abid has spoken to Elaine Burgess and she will let him have some contact details.	Abid to give an update for the next meeting.	Abid to give an update for the next meeting.	Abid has sent an e-mail to the Chamber of Commerce and is currently awaiting a response. Abid to chase up and report back to the next meeting.	Abid to provide an update at the next meeting.	Abid to provide an update at the next meeting.
	32. To explore what local medium to large size private sector organisations are doing in relation to reducing carbon / becoming carbon neutral (examine any learning from the work being undertaken).	2021/2022	Engage with local medium to large size private sector organisations on their work in reducing carbon / becoming carbon neutral	Abid to e-mail Elaine Burgess about engaging stakeholders when we are in a position to do so.	Ongoing	Ongoing	Ongoing	Ongoing.	Ongoing.	Ongoing.
Offset	33. The Borough Council will undertake a feasibility study for a tree planting programme on sites around the borough, to facilitate carbon capture and greening. Consultation, detailed design and cost estimates are to be prepared in 2021 and implementation to commence in March 2022.	2021	Initial small scale tree planting scheme will be completed at Sandy Lane in March 2021 as a "launch" of the wider project. A list of potential tree planting sites is now being compiled for consultation.	Roger to report back to the next meeting on how this is progressing.	The Council's Urban Forest Strategy Document is to be updated over the Summer with the aim to start the Cherry Tree planting in the Winter.	The Council's Urban Forest Strategy Document is currently being updated and should be finished by July 2021. the first tranche of Cherry Tree planting will then be carried out over Winter.	The Council's Urban Forest Strategy Document is currently being updated and should be finished by July 2021. the first tranche of Cherry Tree planting will then be carried out over Winter.	The second stage is due to commence in March 2022.	Ongoing.	Ongoing.
	34. The Borough Council is exploring the option of purchasing electricity and gas that is green tariff and assessing the financial implication of doing so and its likely carbon saving.	2020	Based on the benchmark financial year 2019-20 data for NuLBC, in that if a decision was made by the Council to convert to a 100% Green Energy product via the CCS Framework (current framework provider) as of April 2021, the impact on both the Electricity & Gas portfolios would be: NuLBC FY2021-22 Projected Costs: NHH & HH Electricity – EDF Energy (April 2021 under RM6011) Annual kWh Usage: 1,460,000 kWh Annual Spend: £227,000 per annum Premium Green Uplift - @ 0.008p per kWh = £12k Uplift Per Annum	The Council's Executive Management Team have agreed that the green energy tariff is accepted and that the Borough Council will do this in two phases – * Phase One – the electricity tariff in 2021/22 and then * Phase Two – in 2022/23 the gas tariff. Smith Bellerby have been asked to support this work and make enquiries with CCS and respective energy suppliers as to the process in making this happen.	Simon (S) to e-mail Smith Bellerby to undertake the first stage.	The first stage has now been signed off and is due to go live in May 2021. The second stage will take place next year.	The first stage has now been signed off and is due to go live in May 2021. The second stage will take place next year.	The second stage is due to commence in March 2022.	Ongoing.	Ongoing.
	35. To explore the feasibility of installing a 30kw array of solar thermal PV hybrid at south facing roofs of NULBC central Depot. Battery Solutions for the Depot. To store excess energy from the solar panels.	2021 2023	Initial study concluded. Further input ref onisation solar charts/figures (Wrdll Armstrng data) passed early Feb 2021 to Council Officer to review (Eddison Altu support by GT). Budget for scheme to then be established. £1200 underspend on 2020-21 solar/decarbonisation programme agreed to be used for Depot roof structural reports to assess capability of taking more solar panels/solar hybrid. Finalised reports to go as a Business Case to EMT/CACIRG during March 2021.	This will be completed by 31 March 2021.	Eddison is progressing this and Tenders should be received by April 2021. Gordon is looking into this. Update from Gordon 14.04.21/16.04.21: We have now also let the Tender for extra solar PV on the Depot and are moving on with the £24k 30kw extra solar PV array install (e-Tendering it). All generation will be consumed on site. We have worked with Netcontrol on the power monitorings pre-install and will continue to monitor post install.	This is currently out to tender and is due back 14.05.21. Once the tenders come in an assessment will be done and then a decision will have to be made. Batteries to store excess energy are to be included in the tender.	Tenders will be evaluated once they have been returned and the outcome will be reported to the next meeting.	This is currently on hold due to the potential Depot relocation.	This is currently on hold due to the potential Depot relocation.	This is currently on hold due to the potential Depot relocation.
	36. Clough Hall Park Pavilion moving to an all-electric solution (from gas/LPHW system) under ATDF/Parks funding.	2021			Update from Gordon 14.04.21: This will involve the removal of the gas supply (and associated supplies standing charges for gas) from that site. This scheme is on site and due to complete shortly. The downside with this site, is that the fabric of the Pavilion (external walls, roof, suspended timber floor) is aged, although we do have double glazed doors and windows.	The all electric solution has now been achieved and the gas supply needs to be cut off.	The all electric solution has now been achieved and the gas supply needs to be cut off.			
	37. Birchenwood Pavilion looking at low energy solutions.	2021			Update from Gordon 14.04.21: Gordon and Brian have met with Kidsgrove Lads and Dads on site on 09.04.21. We know the present gas boiler capacity and electrical supply capacity and Hopkins Coats are exploring lower energy solutions for the pavilion at present. We will consider a Community Renewal Fund joint bid on this, if we can consider all aspects in time (by June), as the Club are keen for low energy solutions, as well as employing a groundsperson who can double as an FM expert trained in green aspects and they want to explore rainwater harvesting on their leased site.	Gordon has a progress meeting on Friday 30.04.21 and will report back to the next meeting.	We have been working up an exemplar design for Birchenwood Pavilion, Kidsgrove (based partly on the all-electric solution for the revamp of Clough Hall Park pavilion). Again potentially all electric solution or combined with a Ground Source Heat Pump or an Air Source Heat Pump. The gas boiler has failed there and we need a new water heating and background heating solution in place by the start of the new football season late August 2021.	Ongoing.	Ongoing.	Ongoing.
	38. Almshouses - these are 5 or so bungalows grouped close to each other in Mayer Ave. Newcastle and they are ideal for a domestic pilot/pathfinder looking at reducing energy spends.	2028			Update from Gordon 14.04.21: Gordon has met with the Almhouses Trustees on 13.04.21 and they will work with us to progress new cladding/new windows, we are finding out the u-values of such at present via Homestyle, so we can see where we are headed with a joint Community Renewal Fund Grant application by June 2028 for a pilot feasibility into the use of a mini heat network, heat pumps/heat exchanger in lieu of the traditional gas boilers in each property. The Trustees acknowledge gas is on its way out, but they still want to know what condition/life is left in the boilers as they had been told in the past by NULBC that the boilers were the best for each individual bungalow – and they may hold onto the gas boilers if the costs to upkeep them to 2028 stacks up (we have had 3 boilers fail on us in the last 2 yrs, necessitating total replacement). The pilot at the Almshouses could include better safety measures for the occupants (heating controls linked to a Warden system and/or via Alexa [Amazon] homesmart). The Trustees understand, that reducing energy spends is key per annum, and with new COP [Coefficient of Performance] systems, they also fully understand (with heat pumps etc.) that if the fabric of the bungalows is upgraded, for every 1Kw put-in, they could get 3Kw of energy back, especially by using a centralised heat pump or heat exchanger. [and hence why you could reduce energy billings from [say] £900 per household per year, down to [say] £300-£400 per Year].	Gordon is currently collating data as part of the CRF Funding Application.	Awaiting outcome of Community Renewal Fund (CRF) Bid which should be end July/August 2021.	Ongoing.	Ongoing.	Ongoing.
	39. Community Renewal Fund (CRF) Bid for sustainable energy solutions.	2021				The Bid is currently being prepared.	Gordon, Simon (S), Abid and Elaine worked on putting in the UK Community Renewal Fund bid (we will hear by late July/August 2021). We have applied for Case Studies monies to undertake reviews into 34 sites, for replacing gas boilers. 5 of the sites are in conjunction with N-u-L Almshouses Trust on Mayer Ave. (presently individual boilers per each of the 5 bungalows). The UK CRF also examined Street Lighting (replacing to LED) for our 380 or so fittings. We continue to consider whether to convert Midway multi-storey car park to LED (approx. 500 fittings at £180 per fitting and excluding any amends to electricity/MCBs/DBs etc) as an interim measure and in the hope we can lift and shift such fittings in the future.	Ongoing.	Ongoing.	Ongoing.

	76. The Council for Scientific Building supplying Lady Nam The Department for Business, Energy & Industrial Strategy (BEIS)	2021					The funding is to support the proposed capital cost recovery of the Sustainable Retrofit Investment Fund, and the Financing Decarbonisation Fund in the Autumn, or September of Parliament. Note: capital expenditure is expected to be incurred in FY21-22. BEIS will be consulting on the business case for the funding in the opportunity to learn more about the detail of the scheme; and the forthcoming competition and to ask questions regarding the funding and	BEIS has submitted an Expression of Interest and is currently awaiting a response. Progress of this is to be mentioned.	To be mentioned.	**Update from Question 75 (HL 1):** Council has received information from Mike emerges as follows: The UK government's Department for Business, Energy and Industrial Strategy (BEIS) has launched a call for evidence to gather information and analysis on long duration energy storage technologies, which are needed to help the UK's energy system. Breakthroughs will be catalysed by investment in the innovation																	

NEWCASTLE-UNDER-LYME BOROUGH COUNCIL

EXECUTIVE MANAGEMENT TEAM'S REPORT TO

Economy Environment and Place Scrutiny Committee
29 September 2021

Report Title: Environmental Health Performance and Enforcement Report

Submitted by: Head of Environmental Health Services

Portfolios: Environment & Recycling

Ward(s) affected: All

Purpose of the Report To inform Members of the key issues and activities undertaken by the Environmental Health Service in 2020-2021.
Recommendation **That Committee receives the report and supports the priorities for the 2021-2022 work plan.**
Reasons To enable Committee to be informed of the nature and extent of routine and enforcement work undertaken by Environmental Health Services and endorse the priorities for 2021-2022.

1. **Background**

1.1 The Environmental Health Service makes a fundamental contribution to the maintenance and improvement of public health, quality of life and wellbeing. Our national priorities are to:

- Protect the public, businesses and the environment from harm.
- Support the local economy to grow and prosper.

We determine our activities each year by assessing the needs of local people and our local business community, and considering the risks that require addressing, in light of local needs and of national priorities.

1.2 The Environmental Health Service is divided into four teams: Food & Safety; Environmental Protection; Environmental Services and Licensing Administration. The service also delivers the Corporate Health & Safety function.

1.3 Each Team undertake statutory enforcement activities and provides a range of regulatory and advisory services to local businesses, members of the public, residents and visitors to the Borough.

1.4 The work of the teams comprises of both programmed planned activities and reactive work in response to service requests or complaints. The activities are diverse and wide ranging,

therefore, some activities are undertaken only on a reactive or infrequent basis. This report details the **principal** activities and associated enforcement activities undertaken by the teams over the past year.

1.5 Data for the previous years have been provided as a comparison. All activities or service requests that are reactive are marked with an *****.

2. **Issues:**

2.1 **Food and Safety:**

The team undertakes the following activities: Inspection of food premises, sampling of foodstuffs, investigation of complaints regarding foodstuffs and food premises, registration/licensing of food premises, organising and participating in Food Safety Campaigns and giving advice. Investigation of infectious disease cases and outbreaks. Inspection and registration of tattooing, acupuncture, ear piercing, electrolysis. Sampling of swimming baths. Inspection of health and safety premises, investigation of serious accidents and complaints, health and safety advice and campaigns. Public health advice and advising on smoke free legislation.

The team fulfils the Councils statutory role as a 'Food Authority' for the enforcement of food law. This work is carried out in partnership with the Governments Food Standard Agency (FSA).

The objectives of the service are:

- Ensure food produced and sold in the Borough is fit for human consumption.
- Reduce the incidence of food borne infectious disease.
- Help consumers make informed choices about where they eat and shop.

The team also fulfils the Council's role as a Health & Safety Enforcement Authority. This work is carried out in partnership with the Health & Safety Executive (HSE). While the Health & Safety team is the enforcing authority for retail, wholesale, warehousing, caterers, entertainment and leisure premises within the Borough, the HSE is the enforcing authority in higher risk workplaces such as construction, manufacturing and chemical industries. The objective of the service is to ensure business owners fulfil their duties to protect the health, safety & welfare of their employees and members of the public who may be affected by their activities.

Where advice and guidance has not been effective, other enforcement options include statutory notices, seizure of food, closure of premises, prohibition of activities and/or prosecution.

Activity	**2018-19**	**2019-20**	**2020-21**
Food Safety			
Inspections of Food Premises	424	380	161
% of High Risk Food Premises Inspected	100%	100%	50%
Supplementary Visits	4	2	110
Complaints about Food / Premises *****	303	137	62
Total Number of Service Requests / Advice *****	104	118	112
Samples Taken: • Food • Swimming Pool	 113 79	 104 88	 0 45
Written Warnings	372	320	145

Improvement Notices	13	8	3
Prohibition / Closure	0	0	0
Voluntary Closure	2	1	0
Prosecution	0	0	0
Infectious Disease Notifications*	126	124	72
Health & Safety			
RIDDOR Accident Notifications *	53	74	54
Complaints Investigated *	7	5	3
Improvement Notices	2	1	0
Prohibition Notices	1	0	0

Some of the main projects or investigations undertaken in the previous year include:

- Participation and promotion of the National Food Hygiene Rating Scheme.
- Covid 19 Investigation and track / trace. Promotion of Covid safe measures
- Participation in local Health & Safety projects concerning Covid 19. Promotion of Covid Health and Safety measures.

COVID-19:

2020 was an unprecedented year, with the covid-19 pandemic bringing in restrictions to the way that we work, enforced closure of a number of premises that we regulate and a raft of new regulatory responsibilities relating to Covid-19 controls, outbreaks, enforcement, testing and reporting.

Much of this work was and is still being undertaken by officers from the Food and Safety team however, support had also been diverted from all other teams to support the work responding to the pandemic as necessary. This has impacted all team's ways of working. The following provides details of the work undertaken in relation to the pandemic:

Covid-19	**2020-21**
Outbreaks investigated*	305
Complaints*	272
Marshal Visits*	29 on APP
Advice*	150
Closure Breach*	85
Covid Notifications*	160
Enforcement	1

2.2 **Environmental Protection:**

The team undertakes the following activities: Monitoring smoke control areas, issuing, monitoring and regulating environmental permitted processes. Assessment and monitoring of local air quality, investigating atmospheric pollution complaints. Monitoring, investigating noise complaints, investigating other statutory nuisance complaints including premises, accumulations, smoke, fumes and gases, odour, noise, light, dust, fumes, animals or insects. Dealing with asbestos removal notifications and answering queries, or dealing with complaints of damaged asbestos in both commercial and residential premises. Consultee to Borough Council and County Council Planning Departments for applications and enforcement including environmental impact assessments. Investigation and remediation of contaminated land. Investigation and sampling of private water supplies.

The team fulfils pollution control activities for maintaining and improving air quality and contaminated land. This work is carried out in partnership with DEFRA and Environment Agency (EA).

The objectives of the services are:

- Protection of the air and land within the Borough.
- Maintain the health and wellbeing of residents within the Borough.
- Monitor, maintain and, where needed, reduce pollution.
- Proactively prevent detriment to the amenity of the area of proposed new developments.

Activity	**2018-19**	**2019-20**	**2020-21**
Risk Based Inspections of Permitted Processes	9 Part A2 17 Part B	5 Part A2 15 Part B	0 Part A2 0 Part B
Notices to Permitted Processes	8	6	3
Complaints about noise *****	814	717	757
Noise APP subscribers active during period (Application introduced Autumn 2018)	154	163	209
Number of noise incidents reported by Noise APP*	2543	1980	2511
Complaints about dust *****	3	3	14
Complaints about odour (WQ Not Specified)*	27	28	36
Complaints about odour (WQ specified)*	63	143	9665
Complaints about smoke *****	140	134	222
Complaints about artificial light *****	16	30	8
Number of abatement notices served for noise	1	8	7
Seizure of noise making equipment	0	0	0
Number of Community Protection Warning Notices served	1	1	8
Number of Community Protection Notices served	2	5	9
Number of Fixed Penalty Notices served and paid for breach of community protection notice	0	2	1
Injunctions obtained under Anti-Social Behaviour Crime and Policing Act 2014	0	0	1
Prosecutions	1	0	0
Planning Consultations *****	479	462	366
Environmental Information Requests (fee paying)	19	17	13
Air Quality Monitoring Samples (***number of diffusion tubes installed***)	624	902	1,216
Contaminated land studies: Phase 1 (desk study) Phase 2 (Site Investigation)	 6 1	 4 1	 1 0

Some of the main projects or investigations undertaken in the previous year include:

- The latter part of the year was dominated by Walleys Quarry Landfill Odour Investigations.
- Development of Outline business case to improve air quality along A53 along with Staffordshire County Council and Stoke-on-Trent City Council to meet the requirements of Ministerial Direction.
- Progress works for retrofitting 25 busses operating along the A53 to provide cleaner engines and to meet the requirements of Ministerial Direction.
- Successfully worked with Stoke-on-Trent City Council and Stafford Borough Council to prepare a grant bid for electric vehicle changing infrastructure for taxis and other vehicles.
- Active involvement in HS2 Phase 2A meetings concerned with noise and environmental issues.
- Continued to work with a number of partner organisations (Staffordshire Local Authorities, Aspire Housing, Staffordshire Housing, Staffordshire Police, Staffordshire Fire & Rescue, Mental Health, Social Services, Environment Agency, Health & Safety Executive, Victim Support, and ADSIS).

2.3 **Licensing Administration Team:**

The team undertakes the following activities: the administration of all applications and policy development for the Private Hire and Hackney Carriage regime, the Licensing Act 2003, Gambling Act 2005, Scrap Metal Dealers Act 2013, charity collections and Business and Planning Act 2020.

The objectives of the service are:

- Protection of the public in relation to taxi licensing.
- To ensure all applications are dealt with efficiently and within legislative timescales where necessary.

Activity	**2019-2020**	**2020-2021**
TAXIS		
Number of dual driver licenses issued	303	170
Number of licenses referred to Committee	105	61
Number of hackney carriage vehicle licenses issued	176	171
Number of private hire vehicle licenses issued	751	585
Number of Officer Written warnings issues	7	68
Number of licence suspensions	0	26
Number of License Revocations	5	1
Number of hearings	21	17
Number of appeals	11	9
LICENSING ACT 2003		
Number of Temporary Event Notices	303	46
Number of premises licences issued	115	98
Licensed Premises complaints	69	29
Licensed Premises inspections	123	81
SCRAP METAL DEALERS		
Number of licences issued	13	3
GAMBLING ACT 2005		
Number of premises licences issued	2	1
Number of permits issued	33	14
PAVEMENT LICENCES		
Number of Pavement licences issued	N/A	12

Some of the main projects undertaken in the previous year include:

- Review of Licensing Act Policy;
- Review of Taxi Licensing Policy;
- Ensure vehicles licensed during Covid period were inspected for safety;
- Creation of Pavement Licensing Regime under Business and Planning Act 2020.

2.4 **Environmental Services:**

The team undertakes the following activities; enforcement activities in relation to hackney carriage and private hire. Monitoring and regulation of Private Hire Marshalling Scheme. Investigation of fly tipping, fly posting, littering. Planning (Town and Country Planning Act) and building control enforcement including open to access, high hedges and untidy land complaints. Issuing fixed penalty notices and enforcement of clean neighbourhood legislation. Operation of the litter enforcement scheme.

The team delivers the Councils Dog Warden and Pest Control functions.

Dog Wardens are responsible for:

- Seizing stray dogs.
- Enforcing dog fouling controls and other dog control orders.
- Promoting responsible dog ownership – including microchipping.
- Investigating dangerous dog related complaints.
- Inspecting and licensing animal relating businesses including Riding Establishments, Pet Shops, Animal Boarding and Dog Breeding Establishments.

Pest Control Officers deliver a variety of insect and rodent treatments to homes and businesses across the Borough. They also monitor and treat sewers to manage rodent populations. The team offers both advice and treatment services.

The objectives of the service are:

- Protection of the public using taxis.
- Ensure that anti-social activities and littering is deterred.
- Protection of the public from public health pests.
- Delivery of a high quality commercial and domestic pest control service.
- Control of dogs throughout the Borough.

Activity	**2018-19**	**2019-20**	**2020-21**
Taxis			
Taxi/Driver Complaints *****	176	186	96
Enviro Crime			
Fly Tipping Complaints*****	189	118	255
Overgrown Garden Complaints *****	166	192	206
Complaints of illegal eviction *****	0	0	0
Enforcement Notices			
• Community Protection Notices (ASB)	1	2	8
• Flytipping	0	9	14
• Litter Fixed Penalties	44	72	5
• Prevention of Damage by Pests	29	18	18
• Smoking	5	12	2

• Other Total Notices Issued	34 113	39 152	39 86
Pest Control • Rats & Mice (treatment requests) • Insect treatments including wasps, ants, cockroaches, bedbugs, fleas • Advice on requests/complaints • Commercial Service Clients • Other requests Total Pest Control Requests	 403 422 138 52 44 1059	 360 305 114 52 34 865	 360 234 174 61 44 873
Dog Warden Complaints Stray Dogs • Dogs kept by finder • Dogs returned to / collected by owner • Dogs rehomed Total Stray Dogs Seized Other Dog Warden Complaints Total Dog Related Requests	 5 35 21 65 285 545	 4 38 24 66 211 382	 0 9 7 16 245 317
Animal Activities Licencing • Dog Breeder Licences • Kennel & Cattery Licences • Dog Day-care Licences • Riding Establishment Licences • Pet Sales Licences	 8 19 0 2 4	 8 18 0 2 4	 9 20 1 2 4
TOTAL SERVICE REQUESTS	**2,356**	**1,937**	**1,951**

Some of the main projects or investigations undertaken in the previous year include:

- Using Anti-Social Behaviour powers to resolve dog-related nuisance, through the issue of Community Protection Notices and Fixed Penalties on breach.
- Taking enforcement actions where residents are not taking appropriate action to control infestations.
- Revising working practices to follow the Campaign for Responsible Rodenticide Use (CRRU) code of practice to safeguard wildlife and implement new Stewardship obligations.

Priorities for 2021/22:

2.5 The pandemic has had a significant impact on both the way that the Service works and also what we have had to deliver over the past year, and this is continuing. The planned pre-programmed activities and reactive duties as detailed within this report are now able to recommence through our normal procedures. However in some areas, there is significant backlog and catch-up activities which are being factored into the work plan. In addition to these activities, the service is directed by a number of Government department's as to priorities and work to be undertaken. In addition, some of the work, projects or enforcement action commenced in 2020-21 will continue into 2021-22.

2.6 The additional projects or priorities are listed below:

- Walleys Quarry Odour Complaints
- Air Quality project to deliver compliance with the Ministerial Direction
- One Council, to include website replacement
- Covid works
- Service recovery plan
- Progress mobile and agile working, adopt corporate record retention policies and review business continuity arrangements.
- Participate in public health agenda and undertake specific projects.
- Taxi enforcement operations with partner agencies

3. **Proposal**

3.1 That Committee receives the report and supports the priorities for 2021-22 work plan.

4. **Reasons for Preferred Solution**

4.1The service plan and priorities for 2021-22 supports both statutory requirements and also the national and local priorities for Environmental Health Services.

5. **Options Considered**

5.1 Consideration has been given to a variety of methods of reporting the enforcement activity of the service, the direction selected, shows service demands as well as enforcement activity.

6. **Legal and Statutory Implications**

6.1 Environmental Health is a regulatory service, which is underpinned by a wide range of legal duties or responsibilities from a wealth of Acts and separate pieces of legislation.

6.2 In terms of enforcement the service has to have regard to the Councils 'Corporate Enforcement Policy 2018-2021'. The aim of this policy is to set out the principles that apply when the Council conducts it's enforcement work and should be read in conjunction with the scheme of delegation. By applying the same principles, everyone involved in the decision making process is treated fairly and our business is conducted effectively. This enforcement policy provides guidance to officers, businesses and the general public on the range of options that are available to achieve compliance with legislation enforced by Newcastle-under-Lyme Borough Council.

6.3 The Council seeks to follow the principles of good enforcement contained in the Regulators' Code. These principles help businesses and individuals to comply with regulations, and help enforcers to achieve higher levels of voluntary compliance. Our key approach is summarised as follows:
• Focused enforcement - Our enforcement resources will be targeted primarily on activities giving rise to the most serious risks to the environment, health and safety or the public.
• Any enforcement will be fair, accountable, consistent, proportionate, transparent and firm.
• The burden on business will be reduced through improved partnership working and more consistent working as a Council
• The public and businesses will be involved in our enforcement approach and policies.
• Improved communication.

7. **Equality Impact Assessment**

7.1 Activities are in line with the statutory duty of the Council and in accordance with the advice and guidance of the relevant Government bodies.

8. **Financial and Resource Implications**

8.1 Environmental Health regulation and enforcement is met through existing budgets.

8.2 The licensing regime is met through either fees set on a cost recovery basis or on statutory fees.

8.3 In 2020-2021 additional funding was provided for Covid activities, which has supported additional temporary staff to assist with the delivery of the service.

8.4 In 2020-21 Cabinet approved £50,000 additional budget in respect of Walleys Quarry.

9. **Major Risks**

9.1 Environmental Health Services undertake statutory duties. Failure to deliver these duties adequately, competently or thoroughly would be a risk to the authority.

10. **UN Sustainable Development Goals (UNSDG)**

10.1

11. **Key Decision Information**

11.1 This is not a key decision.

12. **Earlier Cabinet/Committee Resolutions**

12.1 None.

13. **List of Appendices**

13.1 None.

14. **Background Papers**

14.1 Councils ‘Corporate Enforcement Policy 2018-2021’

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NEWCASTLE-UNDER-LYME BOROUGH COUNCIL

EXECUTIVE MANAGEMENT TEAM'S
REPORT TO ECONOMY, ENVIRONMENT AND PLACE SCRUTINY COMMITTEE

Choose an item.
29 September 2021

Report Title: **Streetscene – Position Statement**

Submitted by: **Executive Director – Operational Services**

Portfolios: **Environment and Recycling**

Ward(s) affected: **All**

Purpose of the Report To provide the committee with a report on the current position with the Streetscene team in relation to staffing, fleet, customer satisfaction and benchmarking
Recommendation **That** **1. The committee receives the report and acknowledges the current position in relation to Streetscene**
Reasons To respond to a request from the chair of the committee for an update on the current position with the Streetscene team in relation to staffing, fleet, customer satisfaction and benchmarking

1. **Background**

1.1 The Chair of the Economy, Environment and Place Scrutiny Committee has requested a report on the current position with Streetscene, in response to concerns he has relating to staffing, fleet, customer satisfaction and benchmarking.

2. **Issues**

2.1 Staffing and Succession Planning

Attendance – attendance levels in the Streetscene team are currently very good, with low levels of both short and long term sickness absence.
Reasons for sickness absence are generally those which would be expected in an operational workforce carrying out street cleansing and grounds maintenance activities.
A data sheet is attached to this report at Appendix 1 which provides detail on the above issues and a comparison with corporate figures.
Attendance issues are monitored on a monthly basis and pro-actively managed via the Council's approved policies, with support provided to staff where appropriate to encourage prompt return to work and to achieve full attendance.

Impact of Covid 19 – the Streetscene team continued to operate a business as usual service throughout the lockdown periods with staff responding admirably to the challenges

and adapting to covid secure measures well. Indeed, the Streetscene team provided invaluable support to the Recycling and Waste collection service for a significant proportion of the pandemic, with large numbers of staff transferring into the Recycling and Waste team to ensure that residents received this prioritised service with minimum disruption. This was at the expense of Streetscene core work which was deprioritised and delayed as a result. Parts of the Streetscene service, particularly litter collection and street sweeping are consequently still behind schedule as the team attempt to catch up, whilst still providing intermittent support to Recycling and Waste collections if needed as a result of spikes in infections or self-isolation. This is exacerbated further by the suspension of key partner activity in litter clearance, such as Community Payback and resident volunteering.

Succession Planning – the Streetscene team has an ageing profile, with a number (14) of employees on the Council's Flexible Early Retirement (FER) scheme and working reduced hours. The team currently comprises a total of 77 employees in the following structure:

Business Manager x 1	
Neighbourhood Manager x 4 (2 x FER)	(4 employees)
Arboricultural Officer x 1	
Parks Project Officer x 0.5 (1 x FER)	(1 employees)
Neighbourhood Supervisor (working supervisor role) x 9 (4 x FER)	(9 employees)
Streetscene Operatives x 47 (7 x FER)	(47 employees)
Park Attendants x 2	
Public Convenience Attendant x 0.5	(1 employees)
Business Support Officers x 2 (Part Time)	(2 employees)
Apprentices x 2	
Seasonal Temporary Operatives x 7	

In order to respond to modern and different ways of working, as employees retire or move on, job roles are reviewed and adapted where appropriate to ensure that new recruits have the required skill sets to deliver services in a more efficient and effective way. This is supplemented by training and upskilling of existing team members where appropriate and affordable, and by investing in modern equipment, technology and machinery to reduce the physical demands and risks of work tasks, and to improve systems for receiving, allocating and actioning service requests. The team has achieved successes over recent years in progressing apprentices into seasonal or permanent operative roles where vacancies exist at the completion of their training, and onwards into a supervisory role in one particularly notable case.

2.2 Fleet Provision and Procurement

The Council has a Fleet Replacement Programme for all of its operational vehicles which is funded by the capital programme and is regularly reviewed with a view to staggering fleet replacement to spread expenditure more evenly over each year, rather than have significant peaks and troughs. This, as it is a 10 year rolling strategy, assists with long to medium term financial planning and allows flexibility to move items back or forward in the programme in accordance with their remaining useful life. It also helps to maximise the economic life of particular vehicles and ensure that the Council achieves the best value for money possible for each vehicle and item of machinery/equipment. The Streetscene fleet is included in this replacement programme and has been regularly renewed at appropriate junctures. The fleet includes the road sweepers (large, medium and small), the mowers (ride-on, stand-on and tractor pulled), tractors, civic amenity vehicle with tail lift, crew cabs, caged vehicles (bin servicing), lorries, pick ups, trailers, chipper and cherry picker as well as a variety of smaller vehicles, hand held tools and other kit.

Procurement is currently in progress for the second large road sweeper, the other having been purchased earlier this year, and specifications are being prepared for the tractors. The new medium size sweepers were purchased last year, along with the cherry picker.

2.3 Customer Satisfaction

The Streetscene team carry out a customer satisfaction survey (managed by the corporate Communications team) most years to guage high level satisfaction around key issues such as cleanliness of streets, maintenance of parks and open spaces etc. The most recent headline results from the last 2 years are as follows:

In relation to litter free streets:
2020/21 - 86% thought the street in which they lived was litter free or had low level litter
2019/20 - 86% thought the street in which they lived was litter free or had low level litter

2020/21 - 73% thought their neighbourhood was litter free or had low level litter
2019/20 - 70% thought their neighbourhood was litter free or had low level litter

2020/21 - 75% thought the borough was litter free or had a low level of litter
2019/20 - 100% thought the borough was litter free or had a low level of litter

In relation to detritus (grit /twigs and similar) to streets and footpaths:
2020/21 - 62% thought the streets/pavements were mostly or sometimes free of detritus
2019/20 - 59% thought the streets/pavements were mostly or sometimes free of detritus

In relation to parks and open spaces:
2020/21 - 71% thought the parks and open spaces were well maintained
2019/20 - 70% thought the parks and open spaces were well maintained

In addition, Streetscene engage with our community via attendance at LAPs and other partner and stakeholder meetings, and through meetings and discussions with ward councillors and parish or town councils over particular operational issues, with a view to finding practical solutions.
Anecdotal feedback from these activities appears to indicate a good general level of satisfaction with Streetscene's responsiveness and willingness to collaborate, taking into account resource limitations.

2.4 Benchmarking and Performance

The Streetscene team regularly benchmark performance via a number of mechanisms. As a member of the APSE (Association of Public Sector Excellence) Performance Networks, the team submit annual data on performance for comparison with other local authorities across England and Wales and receive reports on direction of travel in key areas such as street cleansing and parks, open spaces and horticultural services. The service has compared well with other similar sized authorities, reaching top 8 nationally in best performing or most improved categories on a number of occasions in recent years.
The service also has key performance indicators in the Council Plan, including Local Environmental Quality (LEQ) which measures street cleanliness and is monitored quarterly. Over the last 3 years the targets have been met and exceeded in this indicator.
External quality validation is also part of the teams' benchmarking system, and this is currently measured through participation in the regional Britain in Bloom campaign, where a gold award has been achieved for the last 18 years in succession and in addition, the Council won the national finals in 2017 and achieved a gold award in the Champion of Champions category in 2018. It is also measured via the Green Flag Awards for parks where the Council has 6 strategic sites currently holding a Green Flag.

2.5 Planning for Future Service Demand

Future service demands are considered as part of the service and budget planning which is undertaken each year and reviewed periodically in response to known or anticipated changes. This can involve additional resources being made available to address particular demands or, more often, by driving out efficiencies to enable additional demand to be absorbed within existing resources. An example of this is adopting a “demand led” or performance approach, rather than a frequency approach. This involves, for example, cutting grass only when it grows above an agreed maximum acceptable height, rather than cutting it a prescribed number of times per year, whether it has reached that height or not. This allows greater flexibility and responsiveness, freeing up resources to be deployed on other identified priority tasks.

2.6 Next Steps

It should be noted that although at present, Streetscene appears to be performing well taking account of the budget and staff resource constraints in play, and has robust management systems in place for control and challenge, the team are continually seeking opportunities to improve efficiency and effectiveness and to respond to the changing demands and expectations of the community. The One Council programme may present opportunities to develop and improve the service further, particularly around the themes of technology, productivity and prioritisation, and the team will embrace this fully.

3. Proposal

That

3.1 The committee receives the report and acknowledges the current position in relation to Streetscene

4. Reasons for Proposed Solution

4.1 To respond to a request from the chair of the committee for an update on the current position with the Streetscene team in relation to staffing, fleet, customer satisfaction and benchmarking

5. Options Considered

5.1 The options considered are set out in the body of this report.

6. Legal and Statutory Implications

6.1 The council has a number of statutory duties in relation to street cleansing, grounds maintenance and other activities which are delivered by the Streetscene team.

7. Equality Impact Assessment

7.1 No negative equality impacts have been identified as part of this report.

8. Financial and Resource Implications

8.1 There are no new financial and resource implications arising from this report.

9. Major Risks

9.1 There are major risks associated with the council's statutory duties and other activities delivered by the Streetscene team. These risks are recorded and managed via a number of mechanisms, including health and safety risk assessment, monitoring and recording, budget management, business continuity planning, inspection and repair and legislative compliance.

10. UN Sustainable Development Goals (UNSDG)

10.1

The council's Streetscene function contributes towards the UN Sustainable Development Goals 3, 13 and 15 and the council's Environmental Sustainability Strategy.

https://sdgs.un.org/goals

LGA Guidance is here:-

https://30312f94-9adb-4918-80dd-708c590bada3.usrfiles.com/ugd/30312f_79b08331d11e44bc888e1ee08c05474e.pdf

11. Key Decision Information

11.1 This report does not require a key decision.

12. Earlier Cabinet/Committee Resolutions

12.1 None

13. List of Appendices

13.1 Appendix 1 – HR data sheets for Streetscene and corporate HR Dashboard

14. Background Papers

14.1 None

ECONOMY, ENVIRONMENT AND PLACE SCRUTINY COMMITTEE

Work Programme 2019/21

Chair: Councillor Gary White

Vice-Chair: Councillor Maxfield

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

Portfolio Holders covering the Committee's remit:

Councillor S Tagg, Leader – One Council, People and Partnerships (for Economic Development Strategy)

Councillor Sweeney, Deputy Leader – Finance, Town Centres and Growth

Councillor Heesom – Cabinet Member – Community Safety and Wellbeing

Councillor Johnson - Cabinet Member – Environment and Recycling

Councillor Northcott - Cabinet Member – Strategic Planning

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	

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 4th land)	Report to include action taken to lobby for the scheme to include Junction 15 – requested by Member of the Committee
	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	
	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.
	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
Thursday 17 December, 2020	Town Deals Update	To provide the Committee with an update on how the two Town Centre Bids for Newcastle and Kidsgrove are progressing, the current position and which schemes were being worked up to.

	Review of Planning Enforcement	To provide the Committee with an overview of the processes undertaken by the team. The effect that Covid has had on the number of reported enforcements and the potential to lobby MPs to discuss enforcement in Parliament.
	Review of litter bins in the Borough	To give the Committee the opportunity to consider what to include in the review of litter bins across the Borough
11 March, 2021	Sustainable Environment Strategy Future High Streets Fund update Town Investment Plans for Newcastle and Kidsgrove – update on progress Borough Local Plan	Request from the Chair
17 June, 2021	Aboriculture update Future High Streets Fund update Town Investment Plans for Newcastle and Kidsgrove – update on progress	
29 September, 2021	Environmental Enforcement Sustainable Environment Strategy, Action Plan Streetscene	Request from the Chair 6 monthly review requested by Committee
16 December 2021	Streetscene update including opportunities through One Council programme	
17 March 2022	Sustainable Environment Strategy, Action Plan	6 monthly review requested by Committee
To keep under review: • Recycling Service Update		

- Development of the Ryecroft area
- Update report following review of the tree management contract in February 2020
- Bradwell Crematorium
- Local Plan – proposals to undertake a Borough Plan

June 2021

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