

Supplement to the agenda for

Environment and Sustainability Scrutiny Committee

Monday 12 May 2025

10.00 am

**Conference Room 1 - Herefordshire Council, Plough Lane
Offices, Hereford, HR4 0LE**

8. WORK PROGRAMME

Pages

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Title of report: Work programme 2024/5

Meeting: Environment and Sustainability Scrutiny Committee

Meeting date: 12 May 2025

Report by: Statutory Scrutiny Officer

Classification

Open

Decision type

This is not an executive decision

Wards affected

All Wards

Purpose

To consider the draft work programme for the Environment and Sustainability Scrutiny Committee for 2025/26.

Recommendation(s)

That:

- a) **The committee agree the draft work programme for the Environment and Sustainability Scrutiny Committee contained in the work programme report attached as appendix 1, which will be subject to monthly review, as the basis of their primary focus for 2025/26**

Alternative options

1. The committee could decline to agree a work programme for its future committee meetings. This would likely result in unstructured and purposeless meetings.
2. The committee could also decline to identify areas of potential collaboration or alignment of work with other committees. This could result in duplication or overlap of work.

Key considerations

3. A fundamental part of good scrutiny is planning and agreeing a programme of work for the committee to undertake. A well-considered work programme:
 - a. identifies priorities for the committee's work that align with corporate and partnership priorities, as well as reflecting community concern;
 - b. ensures that each identified topic has clear objectives that focus the committee's work;

- c. creates a timetable for the committee's programme of work so that the committee carry out its work at the optimal time; and
 - d. provides officers and partners with requirements for evidence that will support the committee in providing evidence-based scrutiny
4. To prepare this work programme, the committee chair has met with officers of the council to identify potential priority areas of work for the committee. These priority areas have been scheduled within the work programme to ensure the committee considers topics when it is most useful to do so. A draft of this work programme has then been circulated to the council's corporate leadership team and other key senior directors, alongside committee chairs, for further comment and refinement.
 5. Attached as Appendix 2 to this report is the council's most recently published forward plan of key decisions.

Community impact

6. Effective scrutiny enables the committee to reflect community concern, one of the four purposes of scrutiny as outlined by the Centre for Governance and Scrutiny.

Environmental impact

7. This report contains no direct environmental impacts. However the work that the committee will undertake resulting from agreeing this work programme may have direct impacts. Reports arising from or supporting this work will outline their potential environmental impact.

Equality duty

8. The public sector equality duty (specific duty) requires us to consider how we can positively contribute to the advancement of equality and good relations, and demonstrate that we are paying 'due regard' in our decision making in the design of policies and in the delivery of services. This report contains no direct equality impacts. However the reports and issues that the committee will consider may have direct impacts. Reports arising from or supporting this work will outline the any associated equality impacts for committee consideration.

Resource implications

9. This report constitutes part of the typical function of this committee. Similarly, a programme of work undertaken by committee is an integral part of the council's 'business as usual'. There is no resource implication in setting or agreeing a work programme. However agreed topics in the work programme, in particular any requests for bespoke research or the involvement of outside experts or community groups, may incur resource costs. These will be contained in any reporting or planning of agreed topics within this work programme.

Legal implications

10. The remit of the scrutiny committee is set out in part 3 section 4 of the constitution and the role of the scrutiny committee is set out in part 2 article 6 of the constitution.
11. The Local Government Act 2000 requires the council to deliver the scrutiny function.

Risk management

12. There are no risks identified in the committee agreeing an effective and timely programme of work. However there is a risk to the council's reputation if committees fail to set a work programme, or set a programme of work that does not address local authority, partnership or community priorities.

Consultees

13. In drafting this work programme, consideration has been given to:
 - a. The previous work of scrutiny committees;
 - b. Priorities suggested by members of the committee; and
 - c. Work with Herefordshire Council officers to develop topics and agree optimum timings to bring items for consideration.
14. This work programme is subject to ongoing review, which may involve additional consultees.

Appendices

Appendix 1 – Environment and Sustainability Scrutiny Committee work programme May 2025
Appendix 2 – Herefordshire Council Forward Plan 2 May 2025

Background papers

None



Environment and Sustainability Scrutiny Committee

Committee Meeting

12 May 2025 **report deadline 29 April 2025** pre meeting lines of enquiry planning May 2025

Topic and Objectives	Evidence required	Attendees*
Road User Safety <ul style="list-style-type: none"> Look at best practice on the provision of road architecture. Understand the impact of speed limits on road user safety and the current council policy. Evaluate the effectiveness of the School Street Safety initiative. Scrutinise the administration of TROs across the council. Scrutinise the enforcement of road safety measures, including speed limits. 	<ul style="list-style-type: none"> Relevant evidence from the LTP consultation Examples of road safety engineering measures Examples and overview of road safety education and awareness campaigns Evidence on the effectiveness of speed limit zones A map of existing/pending 20 mph speed zones across the county Research on motor vehicle operation and air quality Pre-meeting briefing 	<ul style="list-style-type: none"> West Mercia Police Head of Highways and Traffic Simon Hobbs - Highways Accident Investigation and Safety Manager Julie Freeman - Road Safety Education Officer Scott Tompkins - Herefordshire and Worcestershire Fire Authority
Work programme <ul style="list-style-type: none"> Review work programme 	<ul style="list-style-type: none"> Draft work programme 	<ul style="list-style-type: none"> Statutory Scrutiny Officer

Committee Meeting

7 July 2025 **report deadline 25 June 2025** pre meeting lines of enquiry planning June/July 2025

Topic and Objectives	Evidence required	Attendees*
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Bus Services task and finish group Agree a task and finish group to scrutinise provision of passenger transport services across the county which will: <ul style="list-style-type: none"> Consider the council's response to the government white paper on authorities running their own bus services. Examine the opportunities to develop 'on-demand' bus services. Scrutinise council policy on free access to public transport for disadvantaged groups. Understand how we make best use of existing bus services. Scrutinise the outcome of the £1,064,000 grant allocation to Herefordshire Council by the Department for Transport to improve bus services. 	<ul style="list-style-type: none"> Evidence from the local transport plan consultation. Best practice examples from other local authorities. 	<ul style="list-style-type: none"> Head of Transport and Access Services Bus services user groups
Work programme <ul style="list-style-type: none"> Review work programme 	<ul style="list-style-type: none"> Draft work programme 	<ul style="list-style-type: none"> Statutory Scrutiny Officer

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Committee Meeting
8 September 2025 report deadline **27 August 2025** pre meeting lines of enquiry planning August/September 2025

Topic and Objectives	Evidence required	Attendees*
Local Cycling and Walking Infrastructure Plan <ul style="list-style-type: none"> Objectives to be agreed. 	<ul style="list-style-type: none"> Evidence to be agreed 	<ul style="list-style-type: none"> Attendees to be agreed
Zero carbon housing <ul style="list-style-type: none"> Consider whether new houses and self – build properties are 'zero carbon ready'. The role of fuel replacement to heat homes. 	<ul style="list-style-type: none"> Evidence to be agreed 	<ul style="list-style-type: none"> Attendees to be agreed
Work programme <ul style="list-style-type: none"> Review work programme 	<ul style="list-style-type: none"> Draft work programme 	<ul style="list-style-type: none"> Statutory Scrutiny Officer

Committee Meeting**November 2025 (date to be agreed)**

Topic and Objectives	Evidence required	Attendees*
Land management and use <ul style="list-style-type: none"> Objectives to be agreed 	<ul style="list-style-type: none"> Evidence to be agreed 	<ul style="list-style-type: none"> Attendees to be agreed
Work programme <ul style="list-style-type: none"> Review work programme 	<ul style="list-style-type: none"> Draft work programme 	<ul style="list-style-type: none"> Statutory Scrutiny Officer

*The Corporate Director, Economy and Environment and Cabinet Member, Environment, both have a standing invitation to the meeting.

HEREFORDSHIRE COUNCIL FORWARD PLAN



This document, known as the Forward Plan, sets out the decisions which are expected to be taken during the period covered by the Plan by either Cabinet as a whole, or by individual Cabinet Members. The Plan is updated regularly and is available on the Herefordshire Council website (www.herefordshire.gov.uk) and from Council Offices. This edition supersedes all previous editions.

The council must give at least 28 days' notice of key decisions to be taken. A key decision is one which results in the council incurring expenditure or making savings of £500,000 or more, and/or is likely to be significant in terms of the strategic nature of the decision or its impact, for better or worse, on the amenity of the community or quality of service provided by the council to a significant number of people living or working in the locality affected.

Current cabinet members are listed below. For more information and links papers for Cabinet meetings please visit <https://councillors.herefordshire.gov.uk/mgCommitteeDetails.aspx?ID=251>

Councillor Jonathan Lester	Corporate Strategy and Budget (Leader of the Council)
Councillor Elissa Swinglehurst	Environment (Deputy Leader of the Council)
Councillor Carole Gandy	Adults, Health and Wellbeing
Councillor Ivan Powell	Children and Young People
Councillor Harry Bramer	Community Services and Assets
Councillor Graham Biggs	Economy and Growth
Councillor Pete Stoddart	Finance and Corporate Services
Councillor Barry Durkin	Roads and Regulatory Services
Councillor Philip Price	Transport and Infrastructure

Documents submitted in relation to each decision will be a formal report, which may include one or more appendices. Reports will usually be made available on the council website at least 5 clear working days before the date of the decision. Occasionally it will be necessary to exempt part or all of a decision report from publication due to the nature of the decision, for example if it relates to the commercial or business affairs of the council. Other documents may be submitted in advance of the decision being taken and will also be published on the website unless exempt.

To request a copy of a decision report or related documents please contact governancesupportteam@herefordshire.gov.uk or telephone 01432 261699.

FORWARD PLAN FOR 1 June 2025 ONWARDS

The following information is provided for each entry in the Forward Plan:

Heading	Contains
Report title and purpose	A summary of the proposal
Decision Maker and Due date	Who will take the decision and the date the decision is expected to be made
Lead cabinet member and officer contact(s)	The cabinet member with responsibility for this decision and the officers producing the decision report.
Directorate	The directorate of the council responsible for the decision.
Date uploaded onto plan	The date the decision was first uploaded and the notice period started for key decisions.
Decision type, exemptions and urgency	Whether the decision is a Key or Non-Key decision, if the report is expected to be fully open, partly exempt or fully exempt and if urgency procedures are being followed.

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Decisions to be taken by Cabinet at a formal meeting are listed first, ordered by date, and include both Key and Non-Key decisions. Decisions to be taken by individual Cabinet Members are then listed, grouped by portfolio area and sorted by date. These include Key decisions only.

Report title and purpose	Decision Maker and Due date	Lead cabinet member and officer contact(s)	Directorate	Date uploaded onto plan	Decision Type, exemptions and urgency
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Cabinet decisions by date (Key and Non-key listed)

Q4 2024/25 Budget Report To report the provisional financial outturn position for 2024/25 for revenue and capital budgets, subject to external audit.	Cabinet 5 June 2025	Cabinet member finance and corporate services Rachael Sanders, Director of Finance <small>Rachael.sanders@herefordshire.gov.uk Tel: 01432 383775</small>	Corporate Support Centre	2 May 2025	Non Key Open
Q4 Performance Report Review performance for Q4 2024/25; and agree any outstanding key milestones in Appendix A to be carried forward to the Delivery Plan 2025/26.	Cabinet 5 June 2025	Cabinet member finance and corporate services Jessica Karia, Head of Corporate Performance and Intelligence <small>jessica.karia@herefordshire.gov.uk Tel: 01432 260976</small>	Corporate Support Centre	2 May 2025	Non Key Open

Report title and purpose	Decision Maker and Due date	Lead cabinet member and officer contact(s)	Directorate	Date uploaded onto plan	Decision Type, exemptions and urgency
Domestic Abuse Strategy for Herefordshire 2025 to 2028 To approve the new strategy for reducing the prevalence of and preventing domestic abuse throughout the county.	Cabinet 17 July 2025	Cabinet member adults, health and wellbeing Kayte Thompson-Dixon, Contracts officer <small>Kayte.Thompson-Dixon@herefordshire.gov.uk Tel: 01432 260727</small>	Community Wellbeing	2 May 2025	KEY Open
New care facility To consider and agree the business case to invest in and develop the council's own care facility in Herefordshire to meet future demand	Cabinet 25 September 2025	Cabinet member adults, health and wellbeing Hilary Hall, Corporate Director Community Wellbeing, Hayley Doyle, Service Director - All Age Commissioning <small>Hilary.Hall@herefordshire.gov.uk, Hayley.Doyle@herefordshire.gov.uk Tel: 01432 260832</small>	Community Wellbeing	2 May 2025	KEY
Cabinet Member Decisions (Key decisions only)					
Portfolio: adults, health and wellbeing					

Report title and purpose	Decision Maker and Due date	Lead cabinet member and officer contact(s)	Directorate	Date uploaded onto plan	Decision Type, exemptions and urgency
Recommissioning of Stop Smoking Services This report is to set out the recommendations for recommissioning the Pharmacotherapy function of the Herefordshire Stop Smoking Service.	Cabinet member adults, health and wellbeing 5 May 2025	Cabinet member adults, health and wellbeing Natalie Johnson-Stanley, Public Health Lead - Substance Misuse / Tobacco <small>Natalie.Johnson-Stanley@herefordshire.gov.uk Tel: 01432 383230</small>	Community Wellbeing	2 May 2025	Non Key Open
Portfolio: children and young people					
Housing related support for children in care and care leavers aged 16-25 To seek approval to commission, by means of a competitive tender process in line with the council's contract procedure rules, a housing related support service for 16–25-year-old children in care and care leavers	Cabinet member children and young people 4 July 2025	Cabinet member children and young people Wendy Dyer, Commissioning Officer Communities <small>Wendy.Dyer@herefordshire.gov.uk Tel: 01432 261673</small>	Community Wellbeing	2 May 2025	KEY Open
Portfolio: community services and assets					

Report title and purpose	Decision Maker and Due date	Lead cabinet member and officer contact(s)	Directorate	Date uploaded onto plan	Decision Type, exemptions and urgency
Property Services Estate Capital Building Improvement Programme 2025/28 To agree the proposed programme of works as set out in appendices incorporating a series of planned project works to enable Council to deliver on its obligations to maintain buildings fit for purpose.	Cabinet member community services and assets 9 May 2025	Cabinet member community services and assets Michael Griffin, Head of Major Projects, Anthony Oliver, Interim Director of Commercial Services <small>Michael.Griffin2@herefordshire.gov.uk, anthony.oliver@herefordshire.gov.uk Tel: 01432 383519</small>	Economy and Environment	2 May 2025	KEY Open
Play Area Investment The purpose of this report is to set out how the £1 million for Play Area Investment is proposed to be spent and to seek the necessary approvals to do so.	Cabinet member community services and assets 12 May 2025	Cabinet member community services and assets Ed Bradford, Head of Highways and Traffic <small>Edward.Bradford@herefordshire.gov.uk Tel: 01432 260786</small>	Economy and Environment	2 May 2025	KEY Open

Report title and purpose	Decision Maker and Due date	Lead cabinet member and officer contact(s)	Directorate	Date uploaded onto plan	Decision Type, exemptions and urgency
Retaining of the swimming pool at Peterchurch Primary School To approve the retention of and structural improvements to the swimming pool at Peterchurch Primary School	Cabinet member community services and assets 15 May 2025	Cabinet member community services and assets Quentin Mee, Head of Educational Development <small>Quentin.Mee@herefordshire.gov.uk</small>	Children and Young People	2 May 2025	Non Key Open
Bromyard Employment Land and Leominster Business Hub Development To seek approval to allocate and spend the Employment Land capital budget to bring forward detailed designs and accompanying business case for the development of business space on the former Bromyard Depot site, and to establish a business hub facility on the ground floor of the Buttercross Building in Leominster.	Cabinet member community services and assets Before 16 May 2025	Cabinet member economy and growth David Wright, Head of Economy and Regeneration <small>David.Wright3@herefordshire.gov.uk</small> <small>Tel: 01432 383039</small>	Economy and Environment	2 May 2025	KEY Open
Portfolio: economy and growth					

Report title and purpose	Decision Maker and Due date	Lead cabinet member and officer contact(s)	Directorate	Date uploaded onto plan	Decision Type, exemptions and urgency
Hereford Enterprise Zone Retained Business Rates – Herefordshire Growth Programme To approve the expenditure of the retained business rates from the Hereford Enterprise Zone, to deliver a county wide business growth, skills and inward investment programme	Cabinet member economy and growth 8 May 2025	Cabinet member economy and growth Roger Allonby, Service Director Economy and Growth <small>Roger.Allonby@herefordshire.gov.uk Tel: 01432 260330</small>	Economy and Environment	2 May 2025	KEY Open
Portfolio: environment					
Malvern Hills National Landscape Management Plan To consider and adopt the new management plan for the Malvern Hills National Landscape.	Cabinet member environment 12 May 2025	Cabinet member environment James Bisset, Principal Countryside Officer, Ben Boswell, Head of Environment, Climate Emergency and Waste Services <small>bboswell@herefordshire.gov.uk Tel: 01432 261930</small>	Economy and Environment	2 May 2025	KEY Open

Report title and purpose	Decision Maker and Due date	Lead cabinet member and officer contact(s)	Directorate	Date uploaded onto plan	Decision Type, exemptions and urgency
Wye Valley National Landscapes - acceptance of grant funding This report seeks approval to accept a number of confirmed and indicative funding awards, allocations and bids from National Grid, DEFRA, Welsh Government and Natural Resources Wales for the future management and duties of the Wye Valley National Landscape, an Area of Outstanding Natural Beauty (AONB). This report also seeks approval to delegate the review of the AONB Management Plan and the renewal of a Memorandum of Understanding between the 4 constituent local authorities, on account of the complex nature of the cross-border designation.	Cabinet member environment 12 May 2025	Cabinet member environment Ben Boswell, Head of Environment, Climate Emergency and Waste Services bboswell@herefordshire.gov.uk Tel: 01432 261930	Economy and Environment	2 May 2025	KEY Open
Portfolio: finance and corporate services					
Debt Enforcement Contract Award (amended to non key due to monetary amount) To award the debt enforcement contract	Cabinet member finance and corporate services 9 May 2025	Cabinet member finance and corporate services Rachael Sanders, Director of Finance Rachael.sanders@herefordshire.gov.uk Tel: 01432 383775	Corporate Support Centre	2 May 2025	Non Key Open
Portfolio: roads and regulatory services					

Report title and purpose	Decision Maker and Due date	Lead cabinet member and officer contact(s)	Directorate	Date uploaded onto plan	Decision Type, exemptions and urgency
Road Safety Schemes The purpose of this report is to set out how the £3.0 million for Road Safety Schemes is proposed to be spent and to seek the necessary approvals to do so.	Cabinet member transport and infrastructure 23 May 2025	Cabinet member roads and regulatory services Ed Bradford, Head of Highways and Traffic Edward.Bradford@herefordshire.gov.uk Tel: 01432 260786	Economy and Environment	2 May 2025	KEY Open
Portfolio: transport and infrastructure					
Capability and Ambition Fund 2025/26 allocation The purpose of the report is to confirm what Herefordshire Council will deliver with the Capability and Ambition Fund grant	Cabinet member transport and infrastructure 9 May 2025	Cabinet member transport and infrastructure Ffion Horton, Transport Planning Services Manager, Scott Tompkins, Delivery Director - Infrastructure, Richard Vaughan, Sustainability & Climate Change Manager ffion.horton@herefordshire.gov.uk, scott.tompkins@herefordshire.gov.uk, Richard.Vaughan@herefordshire.gov.uk Tel: 01432 260192	Economy and Environment	2 May 2025	Non Key Open

Report title and purpose	Decision Maker and Due date	Lead cabinet member and officer contact(s)	Directorate	Date uploaded onto plan	Decision Type, exemptions and urgency
Bus Service Improvement Plan capital funding The purpose of this report is to set out how the £1.1 million of Bus Service Improvement Plan capital spend is proposed to be spent and to seek the necessary approvals to do so.	Cabinet member transport and infrastructure 12 May 2025	Cabinet member transport and infrastructure David Land, Head of Transport and Access Services david.land@herefordshire.gov.uk Tel: 01432 383484	Economy and Environment	2 May 2025	KEY Open
Herefordshire Flood Risk Mitigation The purpose of this report is to set out how the £2.055 million for Herefordshire Flood Risk Mitigation is proposed to be spent and to seek the necessary approvals to do so.	Cabinet member transport and infrastructure 23 May 2025	Cabinet member transport and infrastructure Ed Bradford, Head of Highways and Traffic Edward.Bradford@herefordshire.gov.uk Tel: 01432 260786	Economy and Environment	2 May 2025	KEY Open
Local Transport Grant allocation To delegate authority to the Corporate Director, Economy and Environment to spend the Local Transport Grant, Local Transport Resource Fund and Integrated Transport Block funding from the Department for Transport	Cabinet member transport and infrastructure May 2025	Cabinet member transport and infrastructure Scott Tompkins, Delivery Director - Infrastructure scott.tompkins@herefordshire.gov.uk	Economy and Environment	2 May 2025	KEY Open Urgent

