

Democratic Services

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Date: 23rd February 2015
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To: All Members of the Planning, Transport and Environment Policy Development and Scrutiny Panel

Councillor Marie Longstaff
Councillor Lisa Brett
Councillor David Martin
Councillor Douglas Nicol
Councillor Liz Richardson
Councillor Roger Symonds
Councillor Les Kew

Cabinet Member for Homes & Planning: Councillor Tim Ball
Cabinet Member for Neighbourhoods: Councillor Dave Dixon
Cabinet Member for Transport: Councillor Caroline Roberts

Chief Executive and other appropriate officers
Press and Public

Dear Member

Planning, Transport and Environment Policy Development and Scrutiny Panel: Tuesday, 3rd March, 2015

You are invited to attend a meeting of the **Planning, Transport and Environment Policy Development and Scrutiny Panel**, to be held on **Tuesday, 3rd March, 2015 at 9.30 am** in the **Council Chamber - Guildhall, Bath.**

The agenda is set out overleaf.

Yours sincerely



Mark Durnford
for Chief Executive

If you need to access this agenda or any of the supporting reports in an alternative accessible format please contact Democratic Services or the relevant report author whose details are listed at the end of each report.

This Agenda and all accompanying reports are printed on recycled paper

NOTES:

- 1. Inspection of Papers:** Any person wishing to inspect minutes, reports, or a list of the background papers relating to any item on this Agenda should contact Mark Durnford who is available by telephoning Bath 01225 394458 or by calling at the Guildhall Bath (during normal office hours).
- 2. Public Speaking at Meetings:** The Council has a scheme to encourage the public to make their views known at meetings. They may make a statement relevant to what the meeting has power to do. They may also present a petition or a deputation on behalf of a group. Advance notice is required not less than two full working days before the meeting (this means that for meetings held on Wednesdays notice must be received in Democratic Services by 4.30pm the previous Friday)

The public may also ask a question to which a written answer will be given. Questions must be submitted in writing to Democratic Services at least two full working days in advance of the meeting (this means that for meetings held on Wednesdays, notice must be received in Democratic Services by 4.30pm the previous Friday). If an answer cannot be prepared in time for the meeting it will be sent out within five days afterwards. Further details of the scheme can be obtained by contacting Mark Durnford as above.

3. Recording at Meetings:-

The Openness of Local Government Bodies Regulations 2014 now allows filming and recording by anyone attending a meeting. This is not within the Council's control.

Some of our meetings are webcast. At the start of the meeting, the Chair will confirm if all or part of the meeting is to be filmed. If you would prefer not to be filmed for the webcast, please make yourself known to the camera operators.

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- 4. Details of Decisions taken at this meeting** can be found in the minutes which will be published as soon as possible after the meeting, and also circulated with the agenda for the next meeting. In the meantime details can be obtained by contacting Mark Durnford as above.

Appendices to reports are available for inspection as follows:-

Public Access points - Reception: Civic Centre - Keynsham, Guildhall - Bath, The Hollies - Midsomer Norton. Bath Central and Midsomer Norton public libraries.

For Councillors and Officers papers may be inspected via Political Group Research Assistants and Group Rooms/Members' Rooms.

- 5. Attendance Register:** Members should sign the Register which will be circulated at the meeting.

6. THE APPENDED SUPPORTING DOCUMENTS ARE IDENTIFIED BY AGENDA ITEM NUMBER.

7. Emergency Evacuation Procedure

When the continuous alarm sounds, you must evacuate the building by one of the designated exits and proceed to the named assembly point. The designated exits are sign-posted.

Arrangements are in place for the safe evacuation of disabled people.

**Planning, Transport and Environment Policy Development and Scrutiny Panel - Tuesday,
3rd March, 2015**

at 9.30 am in the Council Chamber - Guildhall, Bath

A G E N D A

1. WELCOME AND INTRODUCTIONS

2. EMERGENCY EVACUATION PROCEDURE

The Chair will draw attention to the emergency evacuation procedure as set out under Note 6.

3. APOLOGIES FOR ABSENCE AND SUBSTITUTIONS

4. DECLARATIONS OF INTEREST

At this point in the meeting declarations of interest are received from Members in any of the agenda items under consideration at the meeting. Members are asked to indicate:

(a) The agenda item number in which they have an interest to declare.

(b) The nature of their interest.

(c) Whether their interest is **a disclosable pecuniary interest** or an **other interest**, (as defined in Part 2, A and B of the Code of Conduct and Rules for Registration of Interests)

Any Member who needs to clarify any matters relating to the declaration of interests is recommended to seek advice from the Council's Monitoring Officer or a member of his staff before the meeting to expedite dealing with the item during the meeting.

5. TO ANNOUNCE ANY URGENT BUSINESS AGREED BY THE CHAIRMAN

6. ITEMS FROM THE PUBLIC OR COUNCILLORS - TO RECEIVE DEPUTATIONS, STATEMENTS, PETITIONS OR QUESTIONS RELATING TO THE BUSINESS OF THIS MEETING

At the time of publication no notifications had been received.

7. MINUTES - 13TH JANUARY 2015 (Pages 7 - 14)

8. CABINET MEMBER UPDATE

The Cabinet Member(s) will update the Panel on any relevant issues. Panel members may ask questions.

9. HIGHWAYS CONTRACTS - DUE DILIGENCE & COMMISSIONING (Pages 15 - 16)

This report informs the Panel of the procurement arrangements for Highways works and civil engineering schemes.

10. PUBLIC SPACE PROTECTION ORDERS (Pages 17 - 18)

This paper seeks to update the Panel on the progress made in relation to the public consultation into the proposed banning of amplification used by street entertainers in the Abbey Church Yard, Kingston Parade and Abbey Green.

11. LOCAL RECYCLING COLLECTION POINTS (Pages 19 - 22)

This report provides information on communal recycling facilities called Mini Recycling Centres (MRC's) provided for people living in flats or similar accommodation.

12. PANEL WORKPLAN (Pages 23 - 26)

This report presents the latest workplan for the Panel.

The Committee Administrator for this meeting is Mark Durnford who can be contacted on 01225 394458.

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BATH AND NORTH EAST SOMERSET COUNCIL

PLANNING, TRANSPORT AND ENVIRONMENT POLICY DEVELOPMENT AND SCRUTINY PANEL

Tuesday, 13th January, 2015

Present:- Councillors Marie Longstaff (Chair), Lisa Brett (Vice-Chair), David Martin, Douglas Nicol, Liz Richardson and Anthony Clarke (In place of Les Kew)

Also in attendance: Simon De Beer (Policy & Environment Manager), Richard Daone (Planning Policy Team Leader), Chris Major (Group Manager, Transport & Parking) and Andy Strong (Public Transport Team Leader)

58 WELCOME AND INTRODUCTIONS

The Chair welcomed everyone to the meeting.

59 EMERGENCY EVACUATION PROCEDURE

The Chair drew attention to the emergency evacuation procedure.

60 APOLOGIES FOR ABSENCE AND SUBSTITUTIONS

Councillor Les Kew had sent his apologies to the Panel and Councillor Anthony Clarke was present as his substitute for the duration of the meeting.

61 DECLARATIONS OF INTEREST

There were none.

62 TO ANNOUNCE ANY URGENT BUSINESS AGREED BY THE CHAIRMAN

The Chair announced that she had received a letter of thanks from the residents of Stowey following the introduction of the 7.5 tonne HGV weight restriction TRO. The residents wished to thank the Panel for the part they played in the process.

63 ITEMS FROM THE PUBLIC OR COUNCILLORS - TO RECEIVE DEPUTATIONS, STATEMENTS, PETITIONS OR QUESTIONS RELATING TO THE BUSINESS OF THIS MEETING

Councillor Brian Webber had submitted two questions to the Panel regarding residual waste collection and recycling. A copy of the questions and the responses can be found on the Panel's Minute Book and online as an appendix to these minutes.

He said that he was grateful for the answers and added that he recognised the practical difficulties of collections from flats and that he appreciated that officers would need to investigate what further work could be done. He said that he wished to encourage all residents to separate their recycling as much as possible.

Councillor Liz Richardson suggested that collection points could be set up locally for recycling.

Councillor Douglas Nicol agreed with this suggestion.

Councillor Lisa Brett informed the Panel that such a collection point was in place at Snow Hill.

The Chair said that the Panel would consider this as a future item for their workplan.

64 MINUTES - 11TH NOVEMBER 2014

Councillor Anthony Clarke said that he would like his comment relating to cycling provision on page 56 of the minutes to be quantified by stating that this would not provide a solution to pollution.

With that amendment the Panel confirmed the minutes of the previous meeting as a true record and they were duly signed by the Chair.

65 CABINET MEMBER UPDATE

Councillor Caroline Roberts, Cabinet Member for Transport addressed the Panel. She informed them of the following points.

- The Kelston Road reopened ahead of schedule and within budget.
- Work is again underway on Widcombe Parade.
- Next Bike has been nominated for a Shared Travel Award
- Somerset County Council have been asked to reconsider their proposals over the 776 and 424 bus services.
- Work to commence shortly on cycle routes for Queens Square and Bath Spa University
- Government made a positive statement and have asked to see the business case to support the proposal of an East of Bath Park & Rail service.

Councillor Anthony Clarke asked when the works associated with London Road and Newbridge Park & Ride would be completed.

Councillor Caroline Roberts replied that the work at Newbridge Park & Ride would be complete by the end of February 2015. She added that she was unsure of the dates of the London Road project.

Councillor Lisa Brett commented that she believed that the work on the London Road would be complete by the end of March.

66 PLACEMAKING PLAN

The Group Manager for Policy & Environment introduced this item to the Panel. He explained that the purpose of the Placemaking Plan is to complement the strategic framework in the Core Strategy by setting out detailed development principles for identified development sites and other policies for managing development across Bath and North East Somerset.

He stated that the Placemaking Plan is at the options stage and therefore provides the opportunity for the Council to test different options with local communities, stakeholders and the development industry without a formal commitment to a policy. He said that the Options document therefore sets out policy approaches for consultation although in some cases a preferred option is expressed. This will enable the demonstration at examination that the alternatives options have been considered in the process of identifying the “most appropriate strategy”.

He said that the Council has been progressing the Enterprise Area Masterplan which includes a spatial vision and sets out development aspirations for various sites along the river corridor. He added that the Placemaking Plan Options consultation enables the opportunity to formally test this evidence through the statutory plan-making process, alongside reasonable alternatives.

He informed the Panel that preparation of the options document entailed the involvement of other Services, partnership working with Town and Parish councils, input from key stakeholders and advice from the LDF Steering Group. He said that sites could still be suggested to form part of the Plan.

He notified the Panel that this current consultation would conclude on 30th January 2015 and that officers would welcome their comments either individually or as a group.

The Chair suggested that the Panel sets up a small working group to collate their views.

Councillor Liz Richardson asked if new sites were now proposed how they would be consulted upon.

The Group Manager for Policy & Environment replied that formal consultation of the Plan still needs to take place and so any new sites would be picked up at this stage. He added that he would be surprised if any did, but that the Council needed to be prepared.

Councillor Douglas Nicol commented that he felt that housing density should be as high as possible so as to lessen the impact on the Green Belt. He added that any

new developments within the City of Bath should not come with a car parking facility and that residents parking should be minimised.

The Group Manager for Policy & Environment replied that site requirements are being defined and that he would welcome any views on this process. Councillor Lisa Brett asked if the division of housing and retail in certain areas was flexible. She also asked if Georgian windows could be replaced by more environmentally friendly ones and if shop frontages on the London Road could be addressed following a change of use.

He replied that amongst the various plans there was some flexibility in the mix of housing and retail. He added that the matter of windows came under a separate Retrofitting SPD that the Council adopted around two years ago and was now due to be reviewed.

The Planning Policy Team Leader added that the current B&NES Local Plan policy generally protects ground floor retail uses and that the Placemaking Plan offers the opportunity to review the policy approach in relation to London Road, having regard to recent changes in permitted development rights made by the government.

The Chair suggested that the Retrofitting SPD be placed on the Panel's workplan.

Councillor Douglas Nicol commented that he believed that high street retail was shrinking and asked if this had been taken into account as part of this process.

The Planning Policy Team Leader replied that consultants had looked at these figures and that they would be continued to be monitored. He added that the assessment suggests a growth of comparison retail floorspace of around 20,000sqm by 2029 in Bath and that this assessment took account of increased use of internet shopping. Whilst the latest assessment shows a growth in retail floorspace this is at a reduced rate compared to the previous assessment which showed growth of around 25,000sqm to 2026.

The Chair asked if a briefing note on retail growth and housing density could be supplied to the working group for their meeting.

Councillor Anthony Clarke said that he was against a draconian clamp down on City parking and that a degree of fairness must be used. He added that many visitors come to Bath because of the diverse retail opportunities.

The Panel **RESOLVED** to agree to set up a cross party working group that would meet before 30th January to give their views on the Placemaking Plan.

67 WEST OF ENGLAND JOINT PLANNING STRATEGY

The Group Manager for Policy & Environment introduced this item to the Panel. He informed them that the Duty to Co-operate in the Localism Act 2012 places a legal duty on local planning authorities and public bodies to engage constructively, actively and on an ongoing basis to maximise the effectiveness of Local Plan preparation in the context of strategic cross boundary matters.

He added that Bristol were undertaking a Strategic Housing Assessment.

He explained that a Memorandum of Understanding had been drawn up that showed the broad remit of work required and quoted a paragraph from it.

The West of England joint planning strategy will identify: the overall quantum of housing and jobs within the West of England and their distribution across the sub-region; the overall spatial strategy; strategic priorities; and strategic infrastructure necessary to deliver the spatial strategy for the West of England. Joint studies will be procured to support this process such as spatial options.

Councillor Lisa Brett asked if the Council were prepared to defend its case should pressure relating to housing come from Bristol.

The Group Manager for Policy & Environment replied that a working group had been set up to monitor this area.

The Chair asked if a more detailed timetable for the strategy was available.

The Group Manager for Policy & Environment replied that there was one and that he would send it to the Democratic Services Officer for circulation.

Councillor David Martin asked how this work would affect a review of the Core Strategy.

The Group Manager for Policy & Environment replied that a partial review will take place as agreed with the Inspector.

The Panel **RESOLVED** to note the proposals for the preparation of the West of England Joint Strategic Planning Strategy.

68 BUS CONTRACTS (EQUALITIES)

David Redgewell, South West Transport Network addressed the Panel. He stated that there was a current blockade on signage at the Bath Bus Station and that First would prefer a permanent solution to be found. He added that he felt that the reason for non-occupancy of the café was the proposed high rental charge.

He called for the removal of the 'Gull Bins' from the Bath Bus Station as he said they were a security risk as they were not transparent.

He thanked officers for their report which responded to a number of his queries raised in November and that he was keen for progressed to be made on CCTV at railway stations.

He said that he had recently noticed that a bus supplying a service from Wiltshire into Bath did not have appropriate accessibility. He also wished to voice his concerns over the proposed cuts to bus services in Somerset that would affect residents in

Radstock & Midsomer Norton. He added that access to Shepton Mallet Hospital by bus would prove to be difficult.

He stated that feeder routes for the Metro Bus should take Keynsham, Whitchurch & South Bristol into account and that modern vehicles must be used on any of these routes.

The Public Transport Manager commented that he would take on board his comments about the bus station and wished to assure the Panel and Mr Redgewell that a new vehicle was now in place for the Freshford service.

He added that the proposed cuts to bus services by Somerset Council have been addressed by officers and the Cabinet Member for Transport and that they were awaiting their final decision.

On the matter of feeder routes he said that he was hopeful soon of a service to be introduced from Somerdale.

Councillor Lisa Brett commented that she felt the matter of CCTV at railway stations should be addressed directly to Councillor Roberts.

The Chair asked Councillor Roberts to pursue this matter and update the Panel at the next meeting.

Councillor David Martin asked if any further information was available on the bids to the Office for Low Emission Vehicles.

The Public Transport Manager replied this was still at an early stage and that the best results would be obtained through bidding as a sub-region.

Councillor Lisa Brett asked how much funding was available.

The Public Transport Manager replied that there was £30m available across the country.

69 PANEL WORKPLAN

The Chair introduced this item and asked for volunteers to take part in the Placemaking Plan Working Group.

Councillor Liz Richardson, Councillor Douglas Nicol and Councillor Lisa Brett all agreed to join the Chair as members of the Working Group and that they would meet before the end of January.

She reminded them that during the course of the meeting they had also agreed to add the following items to the workplan.

- Local Recycling Collection Points
- Review of the Retrofitting SPD

Councillor Lisa Brett commented that she was aware that a survey was due to be carried out on Upstream Flooding Risks and questioned if in light of that whether a report would be ready in time for the March meeting of the Panel.

The meeting ended at 11.10 am

Chair(person)

Date Confirmed and Signed

Prepared by Democratic Services

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Bath & North East Somerset Council	
MEETING/ DECISION MAKER:	Planning, Transport and Environment Policy Development & Scrutiny Panel
MEETING/ DECISION DATE:	03 March 2015
TITLE:	Highway Contracts – Due Diligence and Commissioning
WARD:	All
AN OPEN PUBLIC ITEM	
List of attachments to this report:	
None	

1 THE ISSUE

To inform Panel of the procurement arrangements for Highways works and civil engineering schemes.

2 RECOMMENDATION

2.1 The report is noted.

3 RESOURCE IMPLICATIONS (FINANCE, PROPERTY, PEOPLE)

3.1 All projects procured are part of the Council’s approved Capital and Revenue programmes of work

4 STATUTORY CONSIDERATIONS AND BASIS FOR PROPOSAL

4.1 Contracts are procured in accordance with the Public Contract Regulations (2006 and 2015) and the Council’s Contract Standing Orders.

5 THE REPORT

5.1 The Highways service procures most works through three main term contracts; Highways Maintenance and Minor Improvements, Street Lighting Maintenance and Improvements and the Traffic Signals contract. The Traffic Signals contract is a joint contract operated with West of England partners.

5.2 The contract for Highways maintenance is currently in an extension period and can run until April 2018. A new three year street lighting contract has recently been awarded and will run from April 2015. The traffic signals contract is a

minimum of eight years, with an extension provision that commenced in July 2014.

5.3 For other Works contracts (outside of the scope of the contracts highlighted in 5.2) such as major bridge refurbishments or high value improvement schemes a tender process is undertaken via Pro-Contract (the Council's electronic tendering system).

5.4 In line with central government guidance from Crown Commercial Services the Council uses appropriate accreditation systems to minimise the administrative burden on companies (in particular SME's). The Corporate Procurement Team is currently reviewing the arrangements in the light of the Public Contract Regulations 2015. In particular this has an impact on the financial checks that can be carried out on suppliers.

5.5 The current accreditation framework was developed with other south west Council's to manage risks relating to construction and civil engineering companies. It covers areas where the Council would otherwise seek information via a pre-qualification questionnaire. These include:

- Financial stability and viability of business
- Corporate governance
- Insurance
- Health and safety (in particular CDM compliance)
- Equal opportunities

5.6 Once contracts are signed and work commences appropriate contract management arrangements are put in place. Council's staff supervise the works, monitor progress, and undertake material and quality tests as well undertaking all necessary measurements and evaluation for payment in accordance with the contract. Works are also subject to post completion maintenance periods, usually 12 months, in which the Contractor is responsible for completion of any remedial work.

OTHER OPTIONS CONSIDERED

5.7 None

Contact person	Kelvin Packer 01225 394339/ Richard Howroyd 01225 477334
Background papers	<i>None</i>
Please contact the report author if you need to access this report in an alternative format	

Bath & North East Somerset Council	
MEETING	Planning, Transport and Environment Policy Development and Scrutiny Panel
MEETING	3rd March 2015
TITLE:	Public Space Protection Order Consultation Update
WARD:	Abbey
AN OPEN PUBLIC ITEM	
List of attachments to this report:	
None	

1 THE ISSUE

This paper seeks to update the Panel on the progress made in relation to the public consultation into the proposed banning of amplification used by street entertainers in the Abbey Church Yard, Kingston Parade and Abbey Green.

2 THE REPORT

Context

Complaints relating to busking have been increasing on an annual basis. Since 2009, there have been over 279 complaints specifically attributed to street entertainers.

Buskers have historically worked with the Council and others such as the Business Improvement District (BID) to produce a Bath Buskers Guide. Despite this guide asking for reasonable amplification, complaints continue to be received, primarily due to over - amplification.

Historically, officers applied the Environmental Protection Act 1990, but this has proved largely ineffective as this legislation was not written to apply to buskers and the threshold for enforcement is too high. This has led to increasing frustration from residents and businesses that are affected by buskers.

The Anti-social Behaviour, Crime and Policing Act 2014

The Anti-social Behaviour, Crime and Policing Act 2014 provides enforcement officers with alternative and additional powers to tackle and resolve Antisocial Behaviour.

A Public Space Protection Order (PSPO) is proposed, to prohibit the use of amplification by buskers, in specific areas of Bath City Centre (Abbey Church Yard, Kingston Parade and Abbey Green). It should be noted that unamplified busking will not be restricted in any way by the proposals.

Following discussion with informal Cabinet, a Single Member Decision by Cllr David Dixon approved the commencement of a 12 week public consultation. The consultation period commenced 5th January 2015.

The consultation seeks to achieve:

- A proportionate and transparent approach to policy making, as defined in Cabinet Office Guidance;
- To offer a range of ways to comment on the proposals so all who are interested have an opportunity to comment

Responses to date

Since the commencement of the consultation, there have been 1189 responses (1172-online & 17- post), as of 11/02/2015.

To avoid any suggestion of bias or predetermination, it is not appropriate to provide significant detail at this stage however the responses range from:

- The authority should not ban amplification anywhere to those requesting a complete ban on all amplification and those in agreement that Buskers add vibrancy to the city.

Consultation Event

A consultation event has been planned for February and key stakeholders have been invited including Councillors, Resident Associations, Trade Associations, Buskers and Officers. There will be presentations from Officers, Buskers, the Abbey and BID and the Antisocial Behaviour Coordinator for the Police.

After the consultation period has closed, all views will be considered, the responses will be collated, analysed, and a report produced. The Cabinet member for Neighbourhoods will make a recommendation in relation to the actions, if any that may be taken

In the meantime, Environmental Protection Officers will continue to investigate busker's noise complaints.

Contact person	Aled Williams Environmental Protection Manager 396625
Background papers	Nil
Please contact the report author if you need to access this report in an alternative format	

Bath & North East Somerset Council		
MEETING	Planning, Transportation & Environment Policy Development & Scrutiny Panel	
MEETING DATE:	3rd March 2015	EXECUTIVE FORWARD PLAN REFERENCE:
TITLE:	The provision of Mini Recycling Centres	
WARD:	All	
AN OPEN PUBLIC ITEM		
List of attachments to this report: None		

1 THE ISSUE

To provide information on communal recycling facilities called Mini Recycling Centres (MRC's) provided for people living in flats or similar accommodation.

2 RECOMMENDATION

2.1 The content of the report is noted.

3 RESOURCE IMPLICATIONS (FINANCE, PROPERTY, PEOPLE)

3.1 The cost of providing each new Mini Recycling Centres is approximately £1,500pa, which is funded through the Recycling Contract budget.

4 STATUTORY CONSIDERATIONS AND BASIS FOR PROPOSAL

4.1 This report is for information. The Council does not have a statutory duty to provide mini-recycling centres, but does now have a legal duty to collect paper, metal, plastic and glass by way of separate collection where it is "technically, environmentally and economically practicable". The mini-recycling centre service meets our statutory obligations.

5 THE REPORT

5.1 Communal recycling facilities called Mini Recycling Centres (MRC's) are provided for people living in flats or similar accommodation as an alternative to the recycling green box service which is not appropriate for this type of accommodation.

- 5.2 MRC's are provided as part of our kerbside recycling service which is carried out by a contractor, Kier.
- 5.3 MRC's have been provided for over 10 years and there are now 164 sites across the district. Each site is usually made up of 6 x 240litre wheeled bins collecting paper, mixed plastic & cans and mixed glass. In December 2010 card collections were also provided to all of the sites.
- 5.4 MRC's are emptied by two vehicles a standard refuse collection type vehicle for the cardboard and a specialist vehicle that has three different compartments to collect the other materials. Collections usually take place on a weekly basis.
- 5.5 The contract with our recycling services provider (Kier) has provision for the installation of up to 10 new MRC sites each year, with an annual contract payment made for each site. Additional sites above 10 can be negotiated if specifically required.
- 5.6 Residents and management companies (including CURO) can request a new MRC site; this request is usually made via Council Connect. Initial contact is then followed up by a site visit to agree a suitable location and once appropriate permissions have been given, it is added to the installation schedule.
- 5.7 When the bins are installed, officers from the waste campaigns team carry out door knocking visits to make residents aware of the new facilities and deliver leaflets to all residents.
- 5.8 When an MRC is installed, Kier will monitor the usage of the site. If a site has any specific issues such as less usage than expected or excess contamination, then the campaigns team will revisit the residents to carry out further door knocking activities to seek to resolve the issue or increase participation.
- 5.9 In Snow Hill specifically we have 3 MRC sites, located at Inman House, Saffron Court and Snow Hill House. They all have bins for paper, mixed plastics & cans, mixed glass and cardboard. Snow Hill was included in the original list of sites when MRC's were first introduced and is a long established site.
- 5.10 To continue to develop the range of materials collected at MRC sites between April and June 2014, food waste collections were introduced at 68 of the sites.
- 5.11 As this was a new material stream an information and education campaign was carried out at the start, which included door knocking residents. Ongoing detailed monitoring of the amount of material collected at the sites has been carried out, which has shown that some of sites are not being well used, with very low tonnages being collected.
- 5.12 In response to this a door knocking campaign is currently being carried out at the lower performing sites to establish why they are not being as well used and to raise awareness of the service.

6 RATIONALE

- 6.1 This report is for information only.

7 OTHER OPTIONS CONSIDERED

- 7.1 This report is for information only.

8 CONSULTATION

- 8.1 Consultation has been carried out with the section 151 officer.

9 RISK MANAGEMENT

A risk assessment related to the issue and recommendations has been undertaken, in compliance with the Council's decision making risk management guidance.

Contact person	<i>Sarah Alder 01225 394187</i>
Background papers	<i>None</i>
Please contact the report author if you need to access this report in an alternative format	

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PLANNING, TRANSPORT AND ENVIRONMENT PDS FORWARD PLAN

This Forward Plan lists all the items coming to the Panel over the next few months.

Inevitably, some of the published information may change; Government guidance recognises that the plan is a best assessment, at the time of publication, of anticipated decision making. The online Forward Plan is updated regularly and can be seen on the Council's website at:

Page 23

<http://democracy.bathnes.gov.uk/mgPlansHome.aspx?bcr=1>

The Forward Plan demonstrates the Council's commitment to openness and participation in decision making. It assists the Panel in planning their input to policy formulation and development, and in reviewing the work of the Cabinet.

Should you wish to make representations, please contact the report author or Mark Durnford, Democratic Services (01225 394458). A formal agenda will be issued 5 clear working days before the meeting.

Agenda papers can be inspected on the Council's website and at the Guildhall (Bath), Hollies (Midsomer Norton), Riverside (Keynsham) and at Bath Central, Keynsham and Midsomer Norton public libraries.

Planning, Transport and Environment PDS Forward Plan

Bath & North East Somerset Council
Anticipated business at future Panel meetings

Ref Date	Decision Maker/s	Title	Report Author Contact	Strategic Director Lead
PLANNING, TRANSPORT AND ENVIRONMENT POLICY DEVELOPMENT & SCRUTINY PANEL - 3RD MARCH 2015				
3 Mar 2015	PTE PDS	Highways Contracts - Due diligence & Commissioning	Richard Howroyd, Kelvin Packer Tel: 01225 477334, Tel: 01225 394339	Louise Fradd
3 Mar 2015	PTE PDS	Public Space Protection Orders	Cathryn Humphries, Aled Williams Tel: 01225 477645, Tel: 01225 396625	Louise Fradd
3 Mar 2015	PTE PDS	Local Recycling Collection Points	Sarah Alder Tel: 01225 394187	Louise Fradd
FUTURE ITEMS				
	PTE PDS	Gambling Policy Review	Cathryn Humphries Tel: 01225 477645	Louise Fradd
	PTE PDS	Core Strategy Review	Simon De Beer Tel: 01225 477616	Louise Fradd
	PTE PDS	Upstream Flooding Risk		Louise Fradd

Ref Date	Decision Maker/s	Title	Report Author Contact	Strategic Director Lead
	PTE PDS	Retrofitting SPD Review	Simon De Beer, Richard Daone Tel: 01225 477616, Tel: 01225 477546	Louise Fradd
The Forward Plan is administered by DEMOCRATIC SERVICES : Mark Durnford 01225 394458 Democratic_Services@bathnes.gov.uk				

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