

**Democratic Services**

Riverside, Temple Street, Keynsham, Bristol BS31 1LA  
Telephone: (01225) 477000 *main switchboard*  
Direct Lines - Tel: 01225 394452 Fax: 01225 394439  
Web-site - <http://www.bathnes.gov.uk>

**Your ref:**

**Our ref:**

**Date:** 11 November 2010

**E-mail:** [Democratic\\_Services@bathnes.gov.uk](mailto:Democratic_Services@bathnes.gov.uk)

**To: All Members of the Safer and Stronger Communities Overview and Scrutiny Panel**

**Councillors:** Chair 2010-2011 Councillor Caroline Roberts

Alan Hale, Steve Hedges, Brian Simmons, Roger Symonds, Shirley Steel and Gordon Wood

Copy to Cabinet members: Councillor Vic Pritchard, Bath & North East Somerset Council Councillor Charles Gerrish, Bath & North East Somerset Council Councillor Malcolm Hanney, Bath & North East Somerset Council

Chief Executive and other appropriate officers  
Press and Public

Dear Member

**Safer and Stronger Communities Overview and Scrutiny Panel: Thursday, 18th November, 2010**

You are invited to attend a meeting of the **Safer and Stronger Communities Overview and Scrutiny Panel**, to be held on **Thursday, 18th November, 2010 at 9.00 am** in the **Council Chamber - Guildhall, Bath.**

The agenda is set out overleaf.

Yours sincerely

Jack Latkovic  
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 Jack Latkovic who is available by telephoning Bath 01225 394452 or by calling at the Riverside Offices Keynsham (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 Jack Latkovic as above.

3. **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 Jack Latkovic as above.

Appendices to reports are available for inspection as follows:-

**Public Access points** - Riverside - Keynsham, Guildhall - Bath, Hollies - Midsomer Norton, and Bath Central, Keynsham and Midsomer Norton public libraries.

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

4. **Attendance Register:** Members should sign the Register which will be circulated at the meeting.
5. THE APPENDED SUPPORTING DOCUMENTS ARE IDENTIFIED BY AGENDA ITEM NUMBER.
6. **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.

**Safer and Stronger Communities Overview and Scrutiny Panel - Thursday, 18th  
November, 2010**

**at 9.00 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 UNDER THE LOCAL GOVERNMENT ACT 1972

Members who have an interest to declare are asked to:

- a) State the Item Number in which they have the interest
- b) The nature of the interest
- c) Whether the interest is personal, or personal and prejudicial

Any Member who is unsure about the above should seek advice from the Monitoring Officer prior to the meeting in order to expedite matters at the meeting itself.

5. TO ANNOUNCE ANY URGENT BUSINESS AGREED BY THE CHAIR

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 OF PREVIOUS MEETING - 23RD SEPTEMBER 2010 (Pages 7 - 54)

To confirm the minutes of the above meeting as a correct record.

**(ALL TIMINGS BELOW ARE APPROXIMATE)**

8. MEDIUM TERM SERVICE & RESOURCE PLANNING - 2010 TO 2013 (1 HOUR AND 30 MINUTES) (Pages 55 - 108)

The draft Service Delivery Medium Term (Service & Resource) Plan (MTSRP) is presented for consideration by the Panel:

1. To set out the overall Medium Term plans at Departmental level, before more detailed Service Action Plans are considered at Divisional level in January;
  2. To enable comment on the strategic choices inherent in the medium term plan;
  3. To enable issues to be highlighted for further consideration in January by the Panel; and
- To enable issues to be referred to the relevant Portfolio holder at an early stage.

The Panel is asked to:

- Comment on the medium term plan for Service Delivery;
- Identify any issues requiring further consideration at the January meeting of the Panel; and
- Identify any issues arising from the draft plan it wishes to refer to the relevant portfolio holder for further consideration.

9. WINTER MAINTENANCE ARRANGEMENTS UPDATE (30 MINUTES) (Pages 109 - 112)

10. FOOD WASTE RECYCLING COLLECTIONS (40 MINUTES) (Pages 113 - 116)

This briefing note is to bring the Safer & Stronger Communities O&S Panel up-to-date with the implementation and initial outcomes of the food waste recycling collections from 4 October 2010.

11. COMMERCIAL WASTE COLLECTION REVIEW UPDATE (30 MINUTES) (Pages 117 - 126)

It has been suggested that the Safer and Stronger Community Panel undertake a review of commercial waste services with the aim being to find out what services traders in Bath and North East Somerset would like and how to encourage more

commercial businesses to recycle.

It has been proposed that the Panel may wish to undertake this in the form of a 'Single Day Inquiry'. This would be the first time that Bath & North East Somerset Overview and Scrutiny has undertaken a single day inquiry but they have proven to be very effective at other local authorities.

The Safer and Stronger Community Panel is asked to:

1. Note the report and agree the proposal for the Panel to trail a single day inquiry investigation
  2. Nominate 2 Councillors from the Panel to act as key contacts for the co-ordination of the single day inquiry
- Make any initial suggestions for invitations to the inquiry day.

## 12. CABINET MEMBERS' UPDATES (30 MINUTES)

## 13. PANEL FUTURE WORKPLAN (Pages 127 - 130)

This report presents the latest future workplan for this Panel. The Panel are asked to review and note this work programme.

The Committee Administrator for this meeting is Jack Latkovic who can be contacted on 01225 394452.