**Traffic and Waste Management Update  
06/02/2017**

Attending:

Chris Clay

Helen Thackeray

Jonathon Black

Melissa McVeigh

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| **POINT** | **ACTION** |
| **1. Traffic Management** |  |
| Census information is being collated. CC to share when received  CC confirmed that the total number of buses needed is 280 - 2/3 journeys per bus, 2 hours round trip overall  CC to meet Bob Rackley at EYMS 07/01/2017 and feedback  CC confirmed there will be allocated bays at the interchange for R1BW buses CC to speak to Mike Johnson (BBC) about bus station design and request final layout plan  Park & Ride sites yet to be confirmed  JB suggested old park and ride site at Walton Street and putting on coaches from Driffield (for example) as this manages time efficiently.  This wholly depends on ticket distribution – tbc  HT confirmed Beverley racecourse pasture masters aren’t keen on using their grounds for park and ride  JB/HT suggested three sites for park & ride:  Walton Street / Interchange / Saltend\*  \*BP are a major sponsor – potential use of their car park at Saltend  CC to speak to LD for BP contact and discuss locations with BBC  For Information: Hull FC home match 26/05/2017 20:00 | CC  CC  CC    CC |
| **2. Security** |  |
| BBC security plan for Exeter 2016 – security patrol around the fences and manage the bus queues and arrival/departure points.  Designate Premise Supervisor before next SAG meeting  CC confirmed Showsec as security and stewarding company of choice  CC to share contact details and MM to complete Addendum RC to confirm Showsec have signed Framework Agreement and NDA | ALL    CC / RC |
| **3. Procurement** |  |
| RFQ - Waste Management due back 08/01/2017  RFQ - Medical due back 10/01/2017  RFQ - H&S due back 15/02/2017  CC has requested to see last year’s welfare spec. CC to confirm.  CC and MM suggested multi-agency for Welfare with one supplier to lead. Suppliers to self-appoint  MM / HT / CC to go through RFQs w/c 13th February |  |
| **4. Noise Management** |  |
| Noise Management – CC to pick this up | CC |
| **5. Volunteer Requirement** |  |
| Volunteers required at:   * Transport hubs (interchange, park and ride east/west/north and potential shuttle north) * Outside fence to do wayfinding at on-site bus station and marshalling bus queues   JB pointed out the Pod at the station will require extra volunteers for R1BW weekend  MM to discuss volunteer requirements with HJ/SC | MM |
| **6. Resident Liaison** |  |
| Resident liaison – Skirlaugh residents meeting  Waiting on BBC response (HT to chase – RS) | HT |