**Traffic and Waste Management Update
13/02/2017**

Attending:

Chris Clay
Jonathon Black

Melissa McVeigh

Apologies: Helen Thackeray

|  |  |
| --- | --- |
| **POINT** | **ACTION** |
| **1. Traffic Management** |  |
| CC to meet bus companies weekly from now onCC to speak to Mike Johnson (BBC) about bus station design Park & Ride sites yet to be confirmed4 suggested sites for Park & Ride:Walton Street / Saltend or ABP / The Old Council Depot or Army barracks (near Beverley)Interchange to be used for shuttle buses  | CCCC |
| **2. Security** |  |
| CC confirmed Showsec as security and stewarding company of choiceCC to share contact details and MM to complete AddendumRC to confirm Showsec have signed Framework Agreement and NDA | CC / RC |
| **3. Procurement**  |  |
| RFQ – 3 x Waste Management responses received*Biffa, Ryan’s Cleaning, East Riding Council*RFQ – 3 x Medical responses received *St. John’s, North East Medical, Event Medical Services*RFQ - H&S due back 15/02/2017 MM / HT / CC to go through RFQs w/c 13th February | MM/HT/CC |
| **4. BBC visit** |  |
| BBC agenda for w/c 20/02/2017RC to invite HT/JB/MM to following meetings:

|  |
| --- |
| **MONDAY 20TH – onsite at Burton Constable** |
| 11:00 | O2 Mobile mast site visit |
| 11:30 | KCOM site visit |
| 12:30 | Ticketmaster site visit |
| 13:30 | Proposed Showsec site visit |
| 14:30 | Proposed Bars & Concession supplier site visit |
| 15:30 | Venue meeting (can we move this from 14:00?) |
| TBC | Production / Site contractor visits |
| **TUESDAY 21ST – Venue TBC** |
| 09:30 – 10:30 | Traffic management (TBC) |
| 10:30 – 12:00 | Security & Stewarding / DPS & Alcohol Management |
| 13:00 – 14:30 | SAG |

 | RC |
| **5. Volunteer Requirement** |  |
| Volunteers required at: * Transport hubs (tbc)
* Outside fence to do wayfinding at on-site bus station and marshalling bus queues

Jack May (BBC) to speak to MM about volunteer requirements inside the fence. CC to share JM contact details with MMMM to discuss volunteer requirements with HJ/SC | CCMM |
| **6. Resident Liaison** |  |
| Resident liaison – next Skirlaugh residents meeting tbcHT to attend | HT |