

ENVIRONMENT COMMITTEE
21 JANUARY 2016

The following references to officers are outstanding as at 21 January 2016:-

Date of Reference/ Item	Title and Nature of Report Required	Officers	Report Due	Position as at last meeting	Latest Position
16/10/14 Min 17	Hook Road Car Park – Review of Opening Hours	Head of Customer Services and Business Support	Report pending	No adjustments be made at the present time to the opening hours of the Hook Road car park but a further report be submitted to the Committee once the works to the roof section are completed.	The works to the roof section are now complete and is open. It is proposed to monitor usage and review the position in six months.
16/10/14 Min 13 16/06/15 Min 6 27/10/15 Min 15	Future Structure of Refuse and Recycling Collections	Transport and Waste Services Manager	Report pending	Detailed launch and communications plans, timings and funding requirement be presented to the Committee at a future date. Green and black bins are switched i.e. green 240-litre bin becomes for recycling; black 180-litre bin becomes for refuse and that detailed operational plans and funding requirement be presented to the Committee at a future date.	In progress

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27/10/15 Min 18	Car Parking Working Group – Terms of Reference	Head of Customer Services and Business Support	January 2016 Meeting	Report to January 2016 Meeting	Report to January 2016 Meeting

Annual reports

The Committee will receive the following reports annually:

Date of Reference/item	Title and nature of annual report	Responsible Officer	Next report to be received
16/10/13 Min 14	Budget Targets	Director of Finance and Resources	October 2016
16/10/13 Min 15	Parking Fees & Charges – initial views on next year’s tariffs	Head of Customer Services and Business Support	October 2016
12/03/14 Min 41	Biodiversity Action Plan – Annual Progress Report	Countryside Manager	March 2016
05/06/12 Min 6	Building Control Fees & Charges – Annual Report.	Building Control Manager	October 2016