

# FAREHAM

BOROUGH COUNCIL

## AGENDA

### HEALTH AND PUBLIC PROTECTION POLICY DEVELOPMENT AND REVIEW PANEL

**Date:** Tuesday, 14 November 2017

**Time:** 6.00 pm

**Venue:** Collingwood Room - Civic Offices

**Members:**

Councillor M J Ford, JP (Chairman)

Councillor Mrs T L Ellis (Vice-Chairman)

Councillors K A Barton  
F Birkett  
Mrs M Brady  
Mrs P M Bryant  
J M Englefield

**Deputies:** P J Davies  
Mrs K K Trott



**1. Apologies for Absence**

**2. Minutes (Pages 5 - 10)**

To confirm as a correct record the minutes of the meeting of the Health and Public Protection Policy Development and Review Panel held on 12 September 2017.

**3. Chairman's Announcements**

**4. Declarations of Interest and Disclosures of Advice or Directions**

To receive any declarations of interest from members in accordance with Standing Orders and the Council's Code of Conduct and disclosures of advice or directions received from Group Leaders or Political Groups, in accordance with the Council's Constitution.

**5. Deputations**

To receive any deputations of which notice has been lodged.

**6. Presentation by Hampshire Police**

To receive a presentation from Hampshire Constabulary on local police matters.

**7. Police Crime Panel Update**

To receive a verbal update by the Executive Member for Health and Public Protection on the Police Crime Panel.

**8. Health Update**

To receive a verbal update by the Executive Member for Health and Public Protection on Local Strategic Health issues.

**9. Annual Health and Safety Performance 2016/17 (Pages 11 - 16)**

To receive a report from the Head of Environmental Health on the Council's Annual Health and Safety Performance 2016/17.

**10. Air Quality Update**

To receive a presentation by the Head of Environmental Health on Air Quality.

**11. Health and Public Protection Policy Development and Review Panel Work Programme (Pages 17 - 24)**

To receive a report by the Director of Planning and Regulation, which reviews the Panel's Work Programme for 2017/18.



P GRIMWOOD  
Chief Executive Officer

Civic Offices  
[www.fareham.gov.uk](http://www.fareham.gov.uk)  
3 November 2017

**For further information please contact:  
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# FAREHAM

BOROUGH COUNCIL

## Minutes of the Health and Public Protection Policy Development and Review Panel

**(to be confirmed at the next meeting)**

**Date:** Tuesday, 12 September 2017

**Venue:** Collingwood Room - Civic Offices

**PRESENT:**

Councillor M J Ford, JP (Chairman)

Councillor Mrs T L Ellis (Vice-Chairman)

**Councillors:** Mrs M Brady, Mrs P M Bryant, J M Englefield and P J Davies  
(deputising for F Birkett)

**Also Present:** Councillor T M Cartwright, MBE (for items 6 and 7)



**1. APOLOGIES FOR ABSENCE**

Apologies for absence were received from Councillor F W Birkett and Councillor K A Barton.

**2. MINUTES**

It was AGREED that the minutes of the meeting of the Health and Public Protection Policy Development and Review Panel held on 25 July 2017 be confirmed and signed as a correct record.

**3. CHAIRMAN'S ANNOUNCEMENTS**

There were no Chairman's announcements.

**4. DECLARATIONS OF INTEREST AND DISCLOSURES OF ADVICE OR DIRECTIONS**

There were no declarations of interest or disclosures of advice or directions made at this meeting.

**5. DEPUTATIONS**

There were no deputations made at this meeting.

**6. HEALTH UPDATE**

The Panel received a verbal update on Local Strategic Health issues from Councillor T M Cartwright, MBE, the Executive Member for Health and Public Protection.

Councillor Cartwright was pleased to report that following a recent meeting to discuss and agree how partner authorities can work together in meeting the growing demand for health care services in the Borough, the Fareham and Gosport Clinical Commissioning Group has now confirmed that provision will be made for a health and wellbeing hub in the new Welborne Garden Village.

Councillor Cartwright announced that he has been appointed as a co-opted member of the Hampshire Health and Adult Social Care Select Committee and will report on this further to the Panel once he has attended his first meeting on the 21 September 2017. In addition, Councillor Cartwright advised the Panel that he has made a request that he be invited to a future meeting of the Fareham Community Hospital Task Force that is run by Suella Fernandez, MP. He will report back to Members on this in due course.

Members raised concerns regarding the potential travelling difficulties that some residents will encounter in using the new GP same-day service scheme that has been set up at Fareham Community Hospital. It was noted that the scheme is being run on a trial basis and will be reviewed to assess whether it has been successful. Patients will still be able to see their own GP for routine

appointments if they wish to do so and with those patients making use of the scheme who are more able to do so, appointments should be freed up to offer to patients who are less able to travel.

It was AGREED that Councillor Cartwright be thanked for providing his verbal update.

## **7. POLICE CRIME PANEL UPDATE**

The Panel received a verbal update on the Police Crime Panel from Councillor T M Cartwright, MBE, the Executive Member for Health and Public Protection.

Councillor Cartwright reported that the Police Crime Panel met on the 07 July 2017. In addition to appointing the Chair and Vice Chair of the Panel and welcoming newly elected Members, the meeting received announcements by the Police Crime Commissioner, heard feedback from the Chief Constable on the Six Areas of Focus, discussed progress being made in the PEEL inspection assessment, reviewed the Estates Strategy and received an update on the Police and Crime Delivery Plan. Councillor Cartwright advised that the Police Crime Panel continues to be frustrated with format of the plan which makes it difficult to identify how progress is being made. The Panel has asked that the plan provides greater clarity on actions to be taken and the end dates for achievement.

It was AGREED that Councillor Cartwright be thanked for providing his presentation.

## **8. FAREHAM TOWN CENTRE PUBLIC SPACES PROTECTION ORDER - UPDATE**

The Panel received a presentation by the Community Safety Manager on the Fareham Town Centre Public Spaces Protection Order (PSPO).

The presentation highlighted:-

- the training undertaken by the Neighbourhood Police teams, Enforcement Officers, Community Safety staff and Environmental Health Officers;
- the clear signage that has been provided to advise residents of the PSPO;
- the communication of the PSPO through the Neighbourhood Watch Newsletter and Fareham Today Magazine;
- the work done with Partnership Agencies such as Licensing colleagues and the Department for Work and Pensions in dealing with vulnerable people;
- the significant reduction in crime figures over a comparable period of time; and
- the work done by the Partnership Action Group to share information and support the PSPO.

Moving forward, work will continue with the Partnership Action Group, reviews and risk assessments on Council owned land and buildings will take place and more work will be done with the Pharmacies Network and Public Health England. Regular reviews of the PSPO will also continue to take place.

It was AGREED that the Community Safety Manager be thanked for her very informative presentation.

## **9. PRESENTATION: PROPOSALS FOR VIRTUAL PARKING PERMITS**

With the agreement of the Chairman, this item was brought forward on the agenda.

The Panel received a presentation from the Head of Parking and Enforcement on proposals to introduce virtual parking permits.

The presentation provided an overview of how a virtual parking permit system would work and highlighted the advantages it would produce against the current system. Taking into account officer time, postage charges and the cost of materials the Head of Parking and Enforcement explained that the current cost of producing the Borough's various 2,400 parking permits is around £10 per permit. This compares to a cost of 98p per permit through a virtual parking permits system. The entire process of purchasing and recording permits would be handled by an outside company who would download details of valid permits to the hand-held devices that Enforcement Officers use.

The Head of Parking and Enforcement advised that once discussions have taken place with the Council's Data Protection Manager to ensure that any system taken up is data protection compliant, a report will be prepared for the Executive Member for Health and Public Protection to make a decision on whether to implement a virtual parking permit system.

It was AGREED that the Head of Parking and Enforcement be thanked for his presentation.

## **10. THE FOOD STANDARDS AGENCY'S PLANS FOR THE FUTURE REGULATION OF FOOD**

The Panel received a presentation by the Head of Environmental Health on the Food Standards Agency's draft plans for the future regulation of food.

The presentation outlined that the draft plans will change the way in which Food Safety is regulated from 2019 onwards. This will involve businesses being responsible for producing food that is safe and a requirement that they can demonstrate that they do so. Businesses that are doing the right thing for consumers will be recognised; action will be taken against those that are not. Businesses will be expected to meet the costs of this new regulation.

A centralised database of all food businesses will be created and a digitally enabled approach will make it easier for businesses to get information.



Evidence of compliance will be required before trading commences and in the longer term there will be a requirement for businesses to secure a permit before trading.

Those businesses that are able to demonstrate sustained compliance will be recognised by a reduction in the regulatory burden on them. For some businesses, the risk will be so low that they do not merit inspection. For others, inspection could be more intrusive and rigorous.

A wider range of information sources will be used to base judgements on Food Safety and Standards, including Private Assurance Schemes, Primary Authority arrangements and Certified Regulatory Audits.

The Local Authority Role in future regulation will involve approval of registration/issuing permits to trade, the issue of mandatory food hygiene ratings, desk top assessment of exempted businesses and enforcement when things go wrong.

It was AGREED that the Head of Environmental Health be thanked for providing his presentation.

#### **11. PUBLIC PROTECTION POLICY DEVELOPMENT AND REVIEW PANEL WORK PROGRAMME**

The Panel considered a report by the Director of Planning and Regulation which reviews the Panel's Work Programme for 2017/18.

Members were invited to note the proposed revisions to the current Work Programme for 2017/18 as detailed in paragraph 3 of the report.

It was AGREED that the Panel:

- (a) approves the programme of items for 2017/18, as set out in Appendix A to the report; and
- (b) notes the progress on actions since the last meeting, as set out in Appendix B to the report.

(The meeting started at 6.00 pm  
and ended at 7.19 pm).



# FAREHAM

## BOROUGH COUNCIL

### **Report to the Health and Public Protection Policy Development and Review Panel**

**Date**                    **14 November 2017**

**Report of:**           **Head of Environmental Health**

**Subject:**             **ANNUAL HEALTH AND SAFETY PERFORMANCE 2016/17**

#### **SUMMARY**

The report is primarily concerned with highlighting how the Council as an employer and provider of services, works to continually monitor and improve health and safety performance for the benefit of all concerned by summarising the Council's health and safety performance during the period 2016/17.

The Chief Executive is regularly briefed throughout the year on health and safety matters and performance and as the Council's Health and Safety responsibility comes under the Public Protection Portfolio, it is also presented to the Public Protection Policy Development and Review Panel before being considered by the Executive.

#### **RECOMMENDATION**

It is recommended that the Health and Public Protection Policy Development and Review Panel is asked to note:

- (a) the work undertaken by all employees to maintain health and safety standards and, where necessary, improve health and safety performance for the benefit of all concerned during 2016/17, and
- (b) that the Council as an employer continues to achieve a standard of health and safety management within its activities that meets statutory requirements and demonstrates competence in health and safety management.

## **INTRODUCTION**

1. Protecting the health and safety of employees is governed by health and safety laws which place duties on the Council in its capacity as an employer and on the Chief Executive, Directors, Managers and employees in particular, all of whom have collective and individual responsibility for managing health and safety - including both criminal and civil liability should these duties be breached.
2. Within Fareham Borough Council it is established good practice that health and safety is integrated into the main governance structure and that the Chief Executive's Management Team and members are kept informed of health and safety performance on an annual basis. This report provides a summary of Fareham Borough Council's health and safety performance during 2016/2017.

## **MANAGEMENT OF HEALTH & SAFETY**

3. The need to manage health and safety is well recognised by elected members, the Chief Executive Officer, Directors and all managers who, via management systems and practices, continue to pursue the control of the following health and safety risks in order to support the Council:
  - Comply with its responsibilities as an employer
  - Implement the Council's Health and Safety Policy
  - Maximise the well-being and productivity of its employees
  - Prevent injury, ill health or worse to its employees and others
  - Avoid damage to the Council's reputation in the eyes of its customers
  - Minimise the likelihood of enforcement actions by the enforcing authorities (e.g. Health & Safety Executive (HSE) and Fire Authority) whilst at the same time avoiding consequent penalties, and
  - Provide a safe and healthy place for its employees to work.
4. Measuring performance is one of the key tasks of effective safety management and monitoring accident data is one method that gives an indication of performance as well as providing the opportunity to learn from mistakes and to improve both risk management systems and the control of particular health and safety risks.

## **ACCIDENTS**

5. An accident can be defined as an unplanned event which caused (or could have caused) injury to persons, damage to property or a combination of both. In addition to the internal reporting of accidents, the Council has legal obligations under the Reporting of Injuries, Diseases & Dangerous Occurrences Regulations (RIDDOR), to report to the Health & Safety Executive certain types of defined accident, which are generally those that result in more serious injuries or absence from work that arise 'out of or in connection with work'.

6. There have been no incidents occurring within the Council that required a report to the HSE under RIDDOR during 2016/2017.

### **ACCIDENT DATA**

7. There were 31 injury-causing incidents recorded during the period 1 April 2016 to 31 March 2017 - a decrease of 38 on the total 69 for the same period in 2015/16.

### **OBSERVATIONS**

8. Analysis of accident reports established that not all reported 'accidents' were attributable to a specific work-related cause. The total figure for actual injury causing accidents at work was 31, a decrease of 38 on the previous year's total of 69. It is important to note that all accidents were of a minor nature with no serious injury attached.

### **EMPLOYEE NEAR-MISS**

9. During the 2016/2017 period, there was 2 records for near-miss incidents. Both incidents involved FBC vehicles.

### **VIOLENT INCIDENT REPORTS**

10. The total of reported incidence of 'violence' in 2016 /2017 was 4 and occurred to employees of the following work groups:

- Operations 2
- Community 2

### **INCIDENTS INVOLVING MEMBERS OF THE PUBLIC & CONTRACTORS**

11. The Council's primary concern is directly associated with accidents to employees. However, in the current economic and 'conditional fee' climate, where incidents involving members of the public or contractors carrying out work on Council premises are reported they are recorded for insurance purposes. Eleven such reports were received but none of the incidents was attributed to any fault or negligence related to the Council's undertakings.

### **POLICIES AND SYSTEMS REVIEWS**

12. All departments are undertaking a health and safety review with the Council's Safety Officer. These will be completed during 2018.
13. As part of the monitoring of health and safety management, an ongoing programme of workplace H&S inspections is taking place with UNISON Health and Safety Representatives. Any Health and Safety issues were discussed with managers prior to reports, where appropriate, being finalised and issued to the Director and subsequently reported where necessary to the Health & Safety Committee.

## **CONSULTATION**

14. The Council has a duty to consult union appointed health and safety representatives and within the Council this is achieved on a quarterly basis via the Council's Health and Safety Committee which acts as the formal platform for dealing with all matters affecting employee health and safety.
15. The Committee consists of departmental managers/representatives and trade union representatives, and in 2016, was under the chairmanship of the Head of Environmental Health with Member participation by Councillor Cartwright. In June 2017, the Committee has expanded the group to include safety representatives from Fareham Borough Council Tenants that work and operate in offices within the Civic building
16. Minutes of meetings are publicised using the Council's 'intranet' with hard copies made available to the Depot and other work groups without direct access to electronic communication.

## **HEALTH & SAFETY TRAINING**

17. During 2016/17, 6 dedicated 1 day Conflict Management training courses were held in Ferneham Hall. A total of 92 staff attended. First aid courses for 3 day, 1 day and requalification were carried out throughout the year. Induction courses for new employees and tenants were undertaken as required. Specific task-related training due to the development of the new corporate computer based training programmes (e-learning) also took place. The Skillgate eLearning system was used to deliver Corporate fire training (e-learning). The Regulatory eLearning modules incorporate a range of Health & Safety topics. Skillgate learning has also been used as a means of training and refreshing knowledge for staff using the Identicom lone workers devices. New topics are being added to the library yearly.

## **HEALTH AND SAFETY**

18. Health and safety work carried out during the 2016/17 period:

### **Depot**

- Building services, reviewed and updated Risk assessments and their Operational Health and Safety Essentials
- Asbestos (software) register progressing
- Asbestos refresher training ongoing
- Asbestos information for Householders/Tenants produced
- Frail system an external system for glass carrying on vehicles being fitted
- Tool box talks for staff
- Fire organisation being reviewed and updated
- Fire risk assessment update and review comments within the document
- Waste crews operational monitoring with domestic, garden, white goods, glass, trade and NAV minimum of 2 hours minimum with a crew
- Look at FBC waste vehicles that have been fitted with 360 degree cameras
- Grave digging review and update safe working procedures, risk assessments current equipment in use also look at the cemeteries

- Road risk assessments for waste and street cleansing assist with the ongoing review and updating of these documents
- Countryside and parks look at and review the usage of personal protective flotation equipment (Lifebuoys) for both inland water/lakes and open water and sea/foreshore.
- Leisure access all areas continue to support and assist with risk assessments and contractors H&S checks

#### Civic

- SID and Health and Wellbeing pages are being redesigned and easier to read with additional information and links to outside websites (HSE, IOSH, ROSPA)
- Fire safety evolving with offices and floor changes nearly complete. Tenants induction and fire safety information up to date.
- Tenants health and safety involvement within the Civic. Invitation to attend quarterly Health and safety committee meeting
- Risk assessments are being reviewed, up dated and in the process of changing the current style and the format from Excel to word
- Supporting HR with occupational health assistance
- Organising 6 conflict management courses identified from section head meeting from 2015/16. 92 staff attended the courses. Requirement for telephone and additional conflict management courses has come out from the feedback from the course attendees
- Identicom lone worker devices FBC now operate a total of 60 devices with up to 80 FBC staff using these devices. There is a need for a possible rise in the number maybe another 10.  
2 devices have been allocated for use by CSC staff for use when carrying reception duties in reception.

#### Ferneham Hall

- Fire checks and evacuation drills up to date 3 carried out
- Equipment found to assist staff with manual handling of awkward loads up and down stairs. Also in moving heavy loads more safely.
- Health and safety briefing for all staff
- Identicom lone worker devices now being used by staff

### **EMPLOYEE HEALTH**

19. Promoting and raising awareness of health-related issues to employees can benefit the Council by reducing absenteeism and increasing productivity and motivation.

### **HEALTH AND SAFETY EXECUTIVE (HSE)**

20. There were no reportable accidents or incidents requiring HSE involvement during this period.

### **RISK ASSESSMENT**

21. Failure to comply with health and safety law may have serious consequences for the Council, members and all individual employees. Sanctions may include fines, imprisonment, or both. Addressing health and safety issues likely to

affect employees is not viewed as a regulatory burden, but an opportunity to reduce risk to the Council, members, and its employees from potential sanctions whilst at the same time benefitting from reduced costs associated with lower employee absence/turnover rates, fewer accidents and the lessening of the threat of legal action.

## **CONCLUSIONS**

22. The need to be aware of workplace health and safety issues and the ability to manage it sufficiently is very much embedded in the Council as evidenced, for example, by the positive outcomes following the HSE waste management inspection and the Council's insurers audit referred to in this document.

23. The Council can be assured that much has and will continue to be achieved by its managers to encourage a proactive approach to managing health and safety during 2017/18 so that the Council, its managers and employees achieve a standard of health and safety that not only continues to meet statutory requirements but also demonstrates competence in health and safety management.

**Background Papers: None**

**Reference Papers: None**

**Enquiries:**

For further information on this report please contact. Ian Rickman (Ext 4773)



# FAREHAM

## BOROUGH COUNCIL

### **Report to the Health and Public Protection Policy Development and Review Panel**

**Date**                    **14 November 2017**

**Report of:**            **Director of Planning and Regulation**

**Subject:**              **REVIEW OF WORK PROGRAMME 2017/18**

#### **SUMMARY**

The Work Programme for the year 2017/18 was reviewed by the Panel at its meeting on 12 September 2017 and is attached as Appendix A. Progress on actions since the last meeting are set out in Appendix B.

Members are now invited to further review the Work Programme for the year 2017/18 and add to the Work Programme, as appropriate, any proposed additional items agreed generally by the Panel or put forward by individual Members and accepted by the Panel.

#### **RECOMMENDATION**

It is recommended that the Health and Public Protection Policy Development and Review Panel:-

- (a) approves the programme of items for 2017/18, as set out in Appendix A to the report; and
- (b) notes the progress on actions since the last meeting, as set out in Appendix B to the report.

## **INTRODUCTION**

1. At the last meeting of the Panel, on 12 September 2017, members reviewed and agreed the Work Programme for 2017/18 which is attached as Appendix A to this report.
2. The progress on actions since the last meeting of the Panel is attached at Appendix B for information.

## **REVISIONS TO THE CURRENT WORK PROGRAMME 2017/18**

3. There are no revisions to the work programme.

## **RISK ASSESSMENT**

4. There are no significant risk considerations in relation to this report.

## **CONCLUSION**

5. The Panel is now invited to:-
  - (i) approve the programme of items for 2017-18, as set out in Appendix A to the report; and
  - (ii) note the progress on actions since the last meeting, as set out in Appendix B to the report.

## **Appendices**

**Appendix A:** Health and Public Protection Policy Development and Review Panel Work Programme 2017/18.

**Appendix B:** Health and Public Protection Policy Development and Review Panel - Progress on actions since the last meeting.

## **Background Papers:**

None

## **Reference Papers:**

None

## **Enquiries:**

For further information on this report please contact Richard Jolley. (Ext 4388)

**APPENDIX A**

**HEALTH AND PUBLIC PROTECTION POLICY DEVELOPMENT AND REVIEW PANEL –  
WORK PROGRAMME 2017/18**

<b>Date</b>	<b>Subject</b>
30 May 2017	Police Crime Panel Update
	Health Update
	Annual Update on Fareham & Gosport Environmental Health Partnership
	Review of Work Programme 2017/18
25 July 2017	Police Crime Panel Update
	Health Update
	Biennial Review of Fareham's Parking Enforcement Policy
	Annual Report on Fareham Parking Enforcement Service
	Review of Work Programme 2017/18
12 September 2017	Police Crime Panel Update
	Health Update
	Presentation: Fareham Town Centre Public Spaces Protection Order - Update
	Presentation: The Food Standard's Agency plans for the future Regulation of Food
	Presentation: Proposals for Virtual Parking Permits
	Review of Work Programme 2017/18
14 November 2017	Presentation by Hampshire Police
	Police Crime Panel Update
	Health Update
	Annual Health & Safety Performance 2016/17
	Presentation: Air Quality Update
	Review of Work Programme 2017/18
16 January 2018	Police Crime Panel Update
	Health Update
	Presentation: Enforcement and CCTV Update
	Preliminary review of Work Programme for 2017/18 and preliminary draft Work Programme for 2018/19
06 March 2018	Police Crime Panel
	Health Update
	Annual Update on Fareham Community Safety Partnership
	Final Review of Work Programme for 2017/18 and draft Work Programme for 2018/19

**Health and Public Protection Policy Development and Review Panel – 14 November 2017  
Progress on Actions Since 12 September 2017**

<b>Date of Meeting</b>	<b>12 September 2017</b>
<b>Subject</b>	<b>Health Update</b>
<b>Type of Item</b>	Verbal Update
<b>Action by Panel</b>	<p>The Panel received a verbal update on Local Strategic Health issues from Councillor T M Cartwright, MBE, the Executive Member for Health and Public Protection.</p> <p>Councillor Cartwright was pleased to report that following a recent meeting to discuss and agree how partner authorities can work together in meeting the growing demand for health care services in the Borough, the Fareham and Gosport Clinical Commissioning Group has now confirmed that provision will be made for a health and wellbeing hub in the new Welborne Garden Village.</p> <p>Councillor Cartwright announced that he has been appointed as a co-opted member of the Hampshire Health and Adult Social Care Select Committee and will report on this further to the Panel once he has attended his first meeting on the 21 September 2017. In addition, Councillor Cartwright advised the Panel that he has made a request that he be invited to a future meeting of the Fareham Community Hospital Task Force that is run by Suella Fernandez, MP. He will report back to Members on this in due course.</p> <p>Members raised concerns regarding the potential travelling difficulties that some residents will encounter in using the new GP same-day service scheme that has been set up at Fareham Community Hospital. It was noted that the scheme is being run on a trial basis and will be reviewed to assess whether it has been successful. Patients will still be able to see their own GP for routine appointments if they wish to do so and with those patients making use of the scheme who are more able to do so, appointments should be freed up to offer to patients who are less able to travel.</p> <p>It was AGREED that Councillor Cartwright be thanked for providing his verbal update.</p>
<b>Outcome</b>	Complete

Link Officer	N/A
Subject	<b>Police Crime Panel Update</b>
Type of Item	Verbal Update
Action by Panel	<p>The Panel received a verbal update on the Police Crime Panel from Councillor T M Cartwright, MBE, the Executive Member for Health and Public Protection.</p> <p>Councillor Cartwright reported that the Police Crime Panel met on the 07 July 2017. In addition to appointing the Chair and Vice Chair of the Panel and welcoming newly elected Members, the meeting received announcements by the Police Crime Commissioner, heard feedback from the Chief Constable on the Six Areas of Focus, discussed progress being made in the PEEL inspection assessment, reviewed the Estates Strategy and received an update on the Police and Crime Delivery Plan. Councillor Cartwright advised that the Police Crime Panel continues to be frustrated with format of the plan which makes it difficult to identify how progress is being made. The Panel has asked that the plan provides greater clarity on actions to be taken and the end dates for achievement.</p> <p>It was AGREED that Councillor Cartwright be thanked for providing his presentation.</p>
Outcome	Complete
Link Officer	N/A
Subject	<b>Fareham Town Centre Public Spaces Protection Order - Update</b>
Type of Item	Presentation
Action by Panel	<p>The Panel received a presentation by the Community Safety Manager on the Fareham Town Centre Public Spaces Protection Order (PSPO).</p> <p>The presentation highlighted:-</p> <ul style="list-style-type: none"> <li>• the training undertaken by the Neighbourhood Police teams, Enforcement Officers, Community Safety staff and Environmental Health Officers;</li> <li>• the clear signage that has been provided to advise residents of the PSPO</li> <li>• the communication of the PSPO through the Neighbourhood Watch Newsletter and Fareham Today Magazine;</li> </ul>

	<ul style="list-style-type: none"> <li>the work done with Partnership Agencies such as Licensing colleagues and the Department for Work and Pensions in dealing with vulnerable people;</li> <li>the significant reduction in crime figures over a comparable period of time; and</li> <li>the work done by the Partnership Action Group to share information and support the PSPO.</li> </ul> <p>Moving forward, work will continue with the Partnership Action Group, reviews and risk assessments on Council owned land and buildings will take place and more work will be done with the Pharmacies Network and Public Health England. Regular reviews of the PSPO will also continue to take place.</p> <p>It was AGREED that the Community Safety Manager be thanked for her very informative presentation.</p>
Outcome	Complete
Link Officer	Narinder Bains
Subject	<b>The Food Standard's Agency Plans for the future Regulation of Food</b>
Type of Item	Presentation
Action by Panel	<p>The Panel received a presentation by the Head of Environmental Health on the Food Standards Agency's draft plans for the future regulation of food.</p> <p>The presentation outlined that the draft plans will change the way in which Food Safety is regulated from 2019 onwards. This will involve businesses being responsible for producing food that is safe and a requirement that they can demonstrate that they do so. Businesses that are doing the right thing for consumers will be recognised; action will be taken against those that are not. Businesses will be expected to meet the costs of this new regulation.</p> <p>A centralised database of all food businesses will be created and a digitally enabled approach will make it easier for businesses to obtain information. Evidence of compliance will be required before trading commences and in the longer term there will be a requirement for businesses to secure a permit before trading.</p> <p>Those businesses that are able to demonstrate sustained compliance will be recognised by a reduction in the regulatory burden on them. For some businesses, the risk will be so low that they do not merit inspection. For others, inspection could be more intrusive and rigorous.</p>

	<p>A wider range of information sources will be used to base judgements on Food Safety and Standards, including Private Assurance Schemes, Primary Authority arrangements and Certified Regulatory Audits.</p> <p>The Local Authority Role in future regulation will involve approval of registration/issuing permits to trade, the issue of mandatory food hygiene ratings, desk top assessment of exempted businesses and enforcement when things go wrong.</p> <p>It was AGREED that the Head of Environmental Health be thanked for providing his presentation.</p>
Outcome	Complete
Link Officer	Ian Rickman
Subject	<b>Proposals for Virtual Parking Permits</b>
Type of Item	Presentation
Action by Panel	<p>The Panel received a presentation from the Head of Parking and Enforcement on proposals to introduce virtual parking permits.</p> <p>The presentation provided an overview of how a virtual parking permit system would work and highlighted the advantages it would produce against the current system. Taking into account officer time, postage charges and the cost of materials the Head of Parking and Enforcement explained that the current cost of producing the Borough's various 2,400 parking permits is around £10 per permit. This compares to a cost of 98p per permit through a virtual parking permits system. The entire process of purchasing and recording permits would be handled by an outside company who would download details of valid permits to the hand-held devices that Enforcement Officers use.</p> <p>The Head of Parking and Enforcement advised that once discussions have taken place with the Council's Data Protection Manager to ensure that any system taken up is data protection compliant, a report will be prepared for the Executive Member for Health and Public Protection to make a decision on whether to implement a virtual parking permit system.</p> <p>It was AGREED that the Head of Parking and Enforcement be thanked for his presentation.</p>
Outcome	Complete
Link Officer	Kevin Wright

Subject	<b>Work Programme 2017/18</b>
Type of Item	Report
Action by Panel	<p>The Panel considered a report by the Director of Planning and Regulation which reviews the Panel's Work Programme for 2017/18.</p> <p>Members were invited to note the proposed revisions to the current Work Programme for 2017/18 as detailed in paragraph 3 of the report.</p> <p>It was AGREED that the Panel:</p> <p style="padding-left: 40px;">(a) approves the programme of items for 2017/18, as set out in Appendix A to the report; and</p> <p style="padding-left: 40px;">(b) notes the progress on actions since the last meeting, as set out in Appendix B to the report.</p>
Outcome	Complete
Link Officer	Richard Jolley