

# FAREHAM

BOROUGH COUNCIL

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

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

**Date:** Tuesday, 23 July 2013

**Venue:** Collingwood Room - Civic Offices, Fareham

**PRESENT:**

Councillor D L Steadman (Vice-Chairman in the Chair)

**Councillors:** Mrs P M Bryant, G Fazackarley and Mrs S Pankhurst  
(deputising for Mrs S M Bayford)

**Also Present:** Councillor T M Cartwright (Executive member for Public Protection) (minutes 7 and 9)



**1. APOLOGIES FOR ABSENCE**

Apologies for absence were received from the Chairman, Councillor Mrs K Mandry and from Councillors Mrs S M Bayford, Mrs M E Ellerton and J M Englefield.

**2. MINUTES**

It was AGREED that the minutes of the meeting of the Public Protection Policy Development and Review Panel held on 21 May 2013 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. PUBLIC PROTECTION POLICY DEVELOPMENT AND REVIEW PANEL WORK PROGRAMME 2013/14**

The Panel considered a report by the Director of Regulatory and Democratic Services on the Panel's work programme for 2013/14.

It was AGREED that:-

- (a) the programme items as set out in Appendix A to the report be confirmed; and
- (b) the progress on actions since the last meeting, as set out in Appendix B to the report, be noted.

**7. ANNUAL HEALTH AND SAFETY PERFORMANCE 2012/13**

The Panel considered a report by the Director of Regulatory and Democratic Services on the Council's health and safety performance in 2012/13.

At the invitation of the Chairman, Councillor Cartwright addressed the Panel during the consideration of this item.

It was AGREED that:-

- (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 2012/13 be noted;
- (b) it be noted 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;
- (c) the officers be congratulated on the overall performance in relation to health and safety and the Health and Safety Officer be thanked for the report; and
- (d) subject to the inclusion of a statement concerning health and safety training for members, the report be commended to the Executive.

## **8. REPORT ON FOOD STANDARDS AGENCY AUDIT**

The Panel considered a report by the Director of Regulatory and Democratic Services on the Food Standards Agency Audit of the Council's Food Law Enforcement arrangements.

It was AGREED that:-

- (a) it be noted that the audit had taken place and that the recommendations made, as set out in the Audit Action Plan (Appendix A to the report), also be noted;
- (b) an update report showing progress against the plan be submitted to the Panel when it considers the Food Safety Service Plan, on 11 March 2014; and
- (c) the officers concerned be commended on the outcome of the Food Standards Agency Audit.

## **9. ANNUAL REPORT ON FAREHAM PARKING ENFORCEMENT SERVICE**

The Panel considered a report by the Director of Regulatory and Democratic Services on the operation of the Fareham Parking Enforcement Service during the last twelve months.

Members received a presentation from the Head of Community Safety and Enforcement illustrating various aspects of the report. The presentation included an overview of the service and details of on/off-street enforcement, correspondence dealt with during 2012/13, PCNs issued and performance summary by year and reason for issue and challenges received, enforcement budget details, off-street issues, on-street issues and issues by ward.

At the invitation of the Chairman, Councillor Cartwright addressed the Panel during the consideration of this item.

It was AGREED that the report be commended to the Executive.

**10. EMERGENCY PLANNING - ANNUAL REPORT**

The Panel considered a report by the Director of Regulatory and Democratic Services on work undertaken by the Council to enable it to effectively respond to emergencies.

It was AGREED that the work undertaken to enhance the Council's emergency response capability be noted and commended to the Executive.

(The meeting started at 6.00 pm  
and ended at 7.18 pm).