

FAREHAM

BOROUGH COUNCIL

Minutes of the Public Protection Policy Development and Review Panel

Minutes of a meeting held on 12 March 2013
at the Civic Offices, Fareham

PRESENT:

Councillor Mrs K Mandry
(Chairman)

Councillor Mrs S Pankhurst
(Vice-Chairman)

Councillors: Mrs S M Bayford, Mrs M E Ellerton, G Fazackarley, J S Forrest and
D L Steadman (deputising for Mrs P M Bryant)

(Also present: Councillor T M Cartwright, Executive Member for
Public Protection (minutes 6 and 7))



1. APOLOGY FOR ABSENCE

An apology for absence was received from Councillor Mrs P M Bryant.

2. MINUTES

It was AGREED that the minutes of the meeting of the Public Protection Policy Development and Review Panel held on 13 November 2012 be confirmed and signed as a correct record. ([ppp-121113-m](#)).

3. CHAIRMAN'S ANNOUNCEMENTS

The Chairman made an announcement concerning the Food Standards Agency audit of Fareham Borough Council's food safety service, which was taking place from 12 - 14 March 2013. A report on the audit would be submitted to a future meeting of the Panel.

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. REVIEW OF ANNUAL WORK PROGRAMME FOR 2012/13 AND FINAL CONSIDERATION OF DRAFT WORK PROGRAMME FOR 2013/14

The Panel considered a report by the Director of Regulatory and Democratic Services reviewing the outcome of the current 2012/13 work programme and seeking to agree a proposed draft work programme for 2013/14 (copy of report [ppp-130312-r01-gwh](#) circulated with agenda).

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

It was AGREED that:-

- (a) the outcome of the work programme for 2012/13, as shown in Appendix A to the report, be noted;
- (b) the draft work programme for 2013/14, as shown in Appendix B to the report, be amended as follows:
 - (i) the meeting on 21 May 2013 as far as possible be allocated for one specific item, a presentation covering the Services Falling Within the Public Protection Remit;

- (ii) the Annual Health and Safety Performance 2012/13 and Emergency Planning - Annual Report items be moved to 23 July 2013;
 - (iii) the Unauthorised Encampment Policy item be removed from 21 May 2013, as this policy had now been considered and agreed by the Executive;
 - (iv) an item be added to the work programme to enable the Panel to receive an update on the Air Quality Action Plan;
 - (v) the Community Safety Update item on 14 January 2014 include reference to the Police and Crime Commissioner;
 - (vi) with reference to (v) above, the officers prepare a scoping report for the meeting on 10 September 2013 to enable members to agree which points should be covered at the meeting on 14 January;
 - (vii) the report of the Food Standards Agency audit be added to the work programme for 23 July 2013;
- (c) the proposed work programme for 2013/14, as set out in Appendix A to these minutes, be approved; and
- (d) the proposed work programme for 2013/14 be submitted to the Council for approval.

7. FOOD STANDARDS AGENCY FOOD SAFETY SERVICE PLAN

The Panel considered a report by the Director of Regulatory and Democratic Services on the Food Standards Agency Food Safety Service Plan (copy of report [ppp-1300312-r02-jtr](#) circulated with agenda). The report was the annual review required by the Food Standards Agency (FSA), looking back on what had been achieved in 2012/13 and setting out the aims and objectives for 2013/14.

The Team Leader, Food, Health & Safety, and Licensing Team presented the report, drawing the Panel's attention to the changes to the plan and answering members' questions thereon.

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

It was AGREED that the Food Safety Service Plan, as shown in Appendix A to the report, be commended to the Executive.

8. CONTAMINATED LAND INSPECTION STRATEGY UPDATE

The Panel considered a report by the Director of Regulatory and Democratic Services on the Council's Contaminated Land Inspection Strategy (copy of report [ppp-130312-r03-wsh](#) circulated with agenda). The report gave details of revisions to the Council's inspection strategy in light of recent changes to the Government's Statutory Guidance. It was noted that the Contaminated Land Inspection Strategy would be reported to the Executive.

The Panel received a presentation from the Contaminated Land Officer illustrating various aspects of the revised strategy.

It was AGREED that the revised Contaminated Land Inspection Strategy 2013-2018, as shown in Appendix A to the report, be commended to the Executive.

(The meeting started at 6:00pm
and ended at 7:36pm)

APPENDIX A

**PUBLIC PROTECTION POLICY DEVELOPMENT AND REVIEW PANEL - DRAFT
WORK PROGRAMME 2013/14**

Date	Subject	Type of Item	Training Session/Workshop
21 May 2013	Work Programme 2013/14	Information/Consultation	
	Services Falling Within the Public Protection Remit	Presentation	
23 July 2013	Work Programme 2013/14	Information/Consultation	
	Annual Report on Fareham Parking Enforcement Service		
	Annual Health and Safety Performance 2012/13		
	Emergency Planning - Annual Report		
	Report on FSA Audit		
10 September 2013	Work Programme 2013/14	Information/Consultation	
	Scoping Report on Police and Crime Commissioner and Community Safety Update		
	Air Quality Action Plan Update		
12 November 2013	Work Programme 2013/14	Information/Consultation	
	Traffic Management Programme		
	Parking Enforcement Policy		

Date	Subject	Type of Item	Training Session/Workshop
14 January 2014	Preliminary review of work programme for 2013/14 and preliminary draft work programme for 2014/15	Monitoring/Programming	
	Community Safety Update		
11 March 2014	Review of annual work programme for 2013/14 and final consideration of draft work programme for 2014/15	Monitoring/Programming	
	Food Standards Agency Food Safety Service Plan	Consultation	

To be assigned/possible items for 2014/15: