

HUNTINGDONSHIRE DISTRICT COUNCIL

MINUTES of the meeting of the LICENSING AND PROTECTION PANEL held in Civic Suite 0.1A, Pathfinder House, St Mary's Street, Huntingdon, PE29 3TN on Tuesday, 23 June 2015.

PRESENT: Councillor R Fuller – Chairman.
Councillors K M Baker, Mrs S Conboy,
J W Davies, Ms L Kadic, D J Mead and
R J West.

APOLOGIES: Apologies for absence from the meeting were submitted on behalf of Councillors D Brown, R S Farrer, R Harrison, S M Van De Kerkhove and P D Reeve.

5. MINUTES

The Minutes of the meetings held on 24th March and 20th May 2015 were approved as a correct record and signed by the Chairman.

6. MEMBERS INTERESTS

No declarations of interest were received.

7. SERVICE PLAN FOR FOOD LAW ENFORCEMENT

Pursuant to Minute No. 15/24, the Panel considered a report by the Head of Community (a copy of which is appended in the Minute Book) to which was attached a draft Service Plan for Food Law Enforcement for 2015/16. Members were reminded that consideration of the Plan had been deferred from the Panel's last meeting in view of Members concerns regarding the uncertainty of resources within the Commercial team.

By way of introduction, the Head of Community explained that the Service Plan had been updated since the Panel's last meeting to incorporate the outturn data for 2014/15 and had been reviewed against the current position of holding a vacant post. Members were informed that it was the intention to report on performance to the Panel on a quarter by quarter basis to give them a greater ownership of the Plan. Indications for the first quarter of 2015/16 suggested that programmed activity was on target or exceeding target despite there being a vacancy within the team and that unplanned activity was showing a similar trajectory to the previous year. The real risk to the Service Plan from holding a vacancy was to the Development Plan for 2015/16.

The Head of Community then responded to a number of questions concerning his plans to fill the vacancy in the longer term and the extent to which current levels of activity were sustainable within the reduced resources available. Members were assured that he was confident that he could deliver the programmed activity and unprogrammed activity set out in tables 2 and 3 of the report based upon

the indicative quarter 1 performance data. However some of the activities within the development plan might be at risk.

In response to comments regarding the process for approving the annual Service Plan, the Head of Community outlined his intention to seek to delegate its approval to the Licensing and Protection Panel. This would enable the Plan to be completed much earlier and work to commence on its delivery. Members also welcomed the suggestion that performance against the Service Plan should be reported to the Panel on a regular basis. The monitoring role would become more important as resources within the Authority became further reduced.

In response to other questions from the Panel, Members were advised of the options which would be available to the Head of Community to meet the Service Plan in the event of their being further reductions to the team. He reiterated that in his opinion the Service Plan was robust. Whilst it was not possible to control the outbreaks of infectious diseases, the statistics within the Service Plan were based upon industry trends, FSA advice and government guidance. Similarly whilst the number of activities may be increasing, the resource requirements to meet them may be reducing.

Finally, the Head of Community responded to a question regarding the number of prosecutions made for food hygiene offences. He drew attention to the fact that the Commercial Team often go above and beyond to deliver the Plan.

Whereupon, it was

RESOLVED

that the Council be recommended to approve the Service Plan for Food Law Enforcement 2015-16.

8. HEALTH AND SAFETY REGULATION SERVICE PLAN 2015-16

The Panel considered a report by the Head of Community (a copy of which is appended in the Minute Book) to which was appended a draft Service Plan for Health and Safety Regulation for 2015/16. The Plan had been reviewed in light of current resources and included outturn data for the 2014/15 financial year,

Having received an assurance by the Head of Community that the draft Plan is robust and noted the intention for reports on quarterly performance to be submitted to future meetings of the Panel, it was

RESOLVED

that the 2015/16 Service Plan for Health & Safety Regulation be approved.

9. REPRESENTATIONS ON EXTERNAL ORGANISATIONS

RESOLVED

that nominations be made to the following organisations as indicated in the table below-

Organisation	Representative for 2015/16
Cambridgeshire Consultative Group for the Fletton Brickworks Industry	Councillor E R Butler and Head of Community or his nominee
Little Barford Power Station Liaison Committee	Councillor A Hansard and Head of Community or his nominee
Needingworth Quarry Local Liaison Committee	Councillors R Carter, M Francis and Head of Community or his nominee.
Warboys Landfill Local Liaison Committee	Councillor P L E Bucknell and Head of Community or his nominee

10. LICENSING AND PROTECTION APPLICATIONS SUB GROUP

With the aid of a report by the Elections and Democratic Services Manager (a copy of which is appended in the Minute Book) the Panel noted details of the five meetings of the Applications Sub-Group that had taken place between 22nd April and 11th June 2015.

Chairman