

# NOTICE OF MEETING

---

## **CABINET MEMBER FOR ENVIRONMENT & COMMUNITY SAFETY**

**THURSDAY, 13 JULY 2017 AT 4.30 PM**

### **GROUND FLOOR MEETING ROOM 3 - CIVIC OFFICES**

Telephone enquiries to Jane Di Dino 023 9283 4060

Email: [jane.didino@portsmouthcc.gov.uk](mailto:jane.didino@portsmouthcc.gov.uk)

If any member of the public wishing to attend the meeting has access requirements, please notify the contact named above.

---

## **CABINET MEMBER FOR ENVIRONMENT & COMMUNITY SAFETY**

Councillor Robert New (Conservative)

### **Group Spokespersons**

Councillor Dave Ashmore, Liberal Democrat

Councillor Stephen Morgan MP, Labour

---

(NB This agenda should be retained for future reference with the minutes of this meeting).

Please note that the agenda, minutes and non-exempt reports are available to view online on the Portsmouth City Council website: [www.portsmouth.gov.uk](http://www.portsmouth.gov.uk)

**Deputations by members of the public may be made on any item where a decision is going to be taken. The request should be made in writing to the contact officer (above) by 12 noon of the working day before the meeting, and must include the purpose of the deputation (for example, for or against the recommendations). Email requests are accepted.**

## **AGENDA**

- 1 Apologies for Absence**
- 2 Declaration of Members' Interests**

**3 Assured Business Advice - Primary Authority Relationship 2017 / 2018**  
(Pages 5 - 18)

**Purpose**

The Government has produced a scheme whereby businesses can enter into a Primary Authority Partnership (PAP) with a Local Authority. This relationship involves the provision of assured advice to assist the way in which businesses comply with legislation. PAPs are especially attractive for businesses that trade across multiple local authority jurisdictions as the PAP creates a single point of contact.

The purpose of this report is to advise the Cabinet Member for Environment & Community Safety on:

- The Regulatory Services PAP business strategy
- The charging mechanisms involved
- Service and financial risks

**RECOMMENDED**

**That the Cabinet Member for Environment & Community Safety approves the manner in which Regulatory Services proposes to deliver 'paid for advice' to businesses through the Primary Authority Partnership scheme and to approve the advice costs and charges involved as outlined in section 6 of this report.**

**4 Food Safety Operating Plan 2017 / 2018** (Pages 19 - 64)

**Purpose**

The purpose of this report is to:

- Update the Cabinet Member for Environment and Community Safety on the current level of food business hygiene compliance in Portsmouth
- Define the scope of the Food Safety Service and demands made on it
- Provide an analysis of service delivery in 2016 / 2017
- Summarise the key service activities identified for 2017 / 2018

**RECOMMENDED**

**That the Cabinet Member for Environment and Community Safety:**

- a) Approves the continuation of a risk-based approach to the statutory and regulatory inspection and enforcement of food business operators and acknowledges the increased demands upon available resource**
- b) Acknowledges the key performance areas of the food safety team, the levels of service provided in 2016 / 2017 and the levels of resource available**
- c) Approves, in its entirety, the 2017 / 2018 Food Operating Plan attached as Appendix 1**

**5 Trading Standards Service Delivery Plan 2017 / 2018 (Pages 65 - 120)**

Purpose

The purpose of this report is to inform the Cabinet member as to how Regulatory Services will deliver its Trading Standards functions in 2017 / 2018.

A recent review of the Trading Standards, Environmental Health and Public Protection teams has resulted in an amalgamation of these services into a single Regulatory Services. The driver for this change was the need to deliver agreed savings and provide a foundation for a more flexible and resilient team in the mid to long term.

The loss of key experienced personnel necessitated a review of service functions and the need to devise a consolidated Trading Standards service delivery plan which is both realistic and best serves the residents and businesses of Portsmouth.

Trading Standards has had to make some difficult choices as to the allocation of its limited resources. A number of existing activities will not be pursued or downscaled in 2016 / 2017.

**RECOMMENDED that the Cabinet Member for Environment & Community Safety:**

- a. Approves the manner in which Regulatory Services proposes to deliver its Trading Standards functions in 2017 / 2018 as set out within this document.
- b. Endorses the comments made in respect to levels of available resource.

**6 Household Waste Recycling Centre - review of charging for 'DIY waste' (Pages 121 - 152)**

Purpose.

To review the impact of the decision made on 22 September 2016 to align with Hampshire County Council (HCC) and Southampton City Council (SCC) and begin charging for non-household waste items at the HWRC with effect from 01 October 2016. (for full list of items see appendix 1)

**RECOMMENDED that the Cabinet Member for Environment & Community Safety:**

- 1) Approves that charging continue and this be kept under review
- 2) Approves that the impact on fly tipping continue to be monitored

Members of the public are now permitted to use both audio visual recording devices and social media during this meeting, on the understanding that it neither disrupts the meeting or records those stating explicitly that they do not wish to be recorded. Guidance on the use of devices at meetings open to the public is available on the Council's website and posters on the wall of the meeting's venue.