

SOUTH CAMBRIDGESHIRE DISTRICT COUNCIL

Minutes of the Environmental Services Portfolio Holder's Meeting held on
Thursday, 23 July 2015 at 11.00 a.m.

Portfolio Holder: Mick Martin

Councillors in attendance:

Scrutiny and Overview Committee monitors: David Bard

Opposition spokesmen: Anna Bradnam and Janet Lockwood

Also in attendance: Kevin Cuffley and Bunty Waters

Officers:

Gemma Barron	Sustainable Communities & Partnerships Manager
Myles Bebbington	Head of Service, Environmental Health & Licensing
Mike Hill	Director, Health & Environmental Services
Maggie Jennings	Democratic Services Officer
Kirsty Simmons	Programme Manager

1. DECLARATIONS OF INTEREST

None.

2. MINUTES OF PREVIOUS MEETING

The minutes of the meeting held on 25 February 2015 were agreed as a correct record.

3. OUT OF HOURS SERVICE REVIEW

The Head of Service, Environmental Health and Licensing outlined the salient points contained within the report and appendices. He then responded to queries raised by those present as follows:

- A 24/7 system would be maintained with one telephone number to ring to report any problems relating to all the Council's services. Police related issues and emergencies such as flooding would also be escalated to be dealt with appropriately
- Individual Parishes had been reminded of the importance of preparing emergency plans
- Details of the revised 24/7 system would be published via the council's Communications Team

The Portfolio Holder **AGREED** the proposed changes to the Environmental Health and Licensing 'Out of Hours' service to a risk-based approach, maintaining a 24/7 contact service for the public to deal with significant emergencies such as fatalities, infectious disease outbreaks, and adopting a logging service with next working day response to all other enquiries.

4. FOOD SAFETY PLAN

The Head of Service, Environmental Health and Licensing informed the Portfolio Holder

that the council was required to provide a Food Safety Service Plan each year. Changes from the previous Plan related to the National Regulators Code, Home Authority Principle and Primary Authority Scheme, and Food Premises Inspections. Staffing levels were sufficient to carry out the required inspections.

Responses to questions raised were as follows:

- Mobile food outlets required a certificate to indicate that they were fit to serve food. The certificate should be displayed in a prominent place on the vehicle
- Organisers for major events in the district that included the selling of food were encouraged to attend meetings of the council's Safety Advisory Group to receive advice from Environmental Health, the Police and the Fire authority
- The Environmental Health Service had 7 full-time Environmental Health Officers and 1 Part-time. 5 of those officers had specific food competencies.

The Portfolio Holder **ADOPTED** the Environmental Health and Licensing Food Safety Service Plan 2015/16, subject to the correction of a typographical error at paragraph 2.2.

Councillors Anna Bradnam, Janet Lockwood and Bunty Waters left the meeting after this item.

5. **ACTIVE AND HEALTHY FOR LIFE**

The Sustainable Communities and Partnerships Manager presented the report and in particular highlighted the achievements reached during the previous 6 months. It was noted that the scheme had been brought in-house with a dedicated officer project-managing it, together with help from two other members of staff. The Portfolio Holder noted the contents of the appendices and in particular that the scheme had worked particularly well in Linton.

As a result of the ensuing discussion, the following points were raised:

- Similar schemes in the County were partly public health funded
- It was difficult to offer the scheme for free as we did not manage the centres and to do so would have been unsustainable
- The success of the scheme was dependent on GP referrals and that referrals were being made for the appropriate medical reasons. A programme of visits to referring agencies had commenced
- The schemes were held for a 12-week period and persons attending were encouraged to continue with other community led activities once they had completed the course
- The schemes were aimed at over 18s only

The Environmental Services Portfolio Holder:

- (a) Noted the progress and achievements made since December 2014
- (b) Noted the action plan at Appendix 1 to the report
- (c) Agreed to a further update of the Active and Health for Life (exercise referral) scheme in approximately 6 months time

The Sustainable Communities and Partnerships Manager and Programme Manager left the meeting after this item.

6. SINGLE SHARED WASTE SERVICE MEMORANDUM OF UNDERSTANDING

The Director of Health and Environmental Services presented the report and appendix to the Portfolio Holder and in particular informed him of the following:

- The City Council waste service would re-locate to Waterbeach on 9 November 2015
- Appointments to 2 of the 3 senior management posts had been made
- The costs and benefits would be shared equally, unless it was unfair or inequitable
- The Memo of Understanding acknowledged that each local authority would make individual decisions
- It was recognised that each authority would need to cater for the different needs of an urban and city environment
- Savings would be shared proportionately
- Account would be taken for differences relating to, eg, proposed new house build, cross-border collections. SCDC would retain the winter collection arrangements

The Portfolio Holder **NOTED** the latest draft Memorandum of Understanding relating to the Single Shared Waste Service between this Council and Cambridge City Council.

7. LOCAL TRAFFIC & DOG WARDENS

This item was deferred.

8. MENTAL HEALTH CRISIS CARE CONCORDAT

The Portfolio Holder **AGREED** to SCDC signing up to the Cambridgeshire & Peterborough Mental Health Crisis Care Concordat Declaration and Action Plan.

9. FORWARD PLAN

The Portfolio Holder **REQUESTED** that an update be given in 6 months time on the item relating to Active and Health for Life item.

10. DATE OF NEXT MEETING

The Portfolio Holder **AGREED** that his next meeting be held in October 2015 to discuss, *inter alia* the Environmental Health and Licensing Service Plan objectives.

The Meeting ended at 12.30 p.m.
