

**Housing and Public Protection Policy Development Advisory Group**  
**3 JULY 2017**

Present: Councillors: Kate Rowbottom (Chairman), Andrew Baldwin, Alan Britten, Nigel Jupp, Paul Marshall, Mike Morgan, Jim Sanson and David Skipp

Apologies: Councillors: Matthew French

Also Present: Councillor Leonard Crosbie

1 **TO APPROVE THE NOTES OF THE PREVIOUS MEETING**

The Group approved the notes of the meeting held on 15<sup>th</sup> May 2017, subject to the addition of the following sentence to item 23: 'Members were advised that the Bishopric temporary accommodation, which had been due to open at the end of 2016, had been delayed until August 2017 because of issues beyond the Council's control.'

2 **FOOD SAFETY AND HEALTH & SAFETY SERVICE PLAN**

The Principal Environmental Health Officer presented the Environmental Health Commercial Team's draft annual Food Safety and Health & Safety Service Plan. The team provided a statutory service that protected the public and enabled businesses to function safely.

The Food Standards Agency (FSA) required local authorities to produce an annual Food Safety Service Plan, and the Council was also required to produce an annual Health & Safety Service Plan and make adequate arrangements to enforce it.

Members were advised of how the Council worked with local businesses to encourage compliance with the law and improve standards. The demands on the service, including the number of type of premises visited for inspection, were noted. The Principle Environmental Health Officer confirmed that almost all inspections were unannounced. The Service Plan also outlined the budgetary allocation for both Food Hygiene and Health & Safety at work for 2017/2018.

Members noted the contents of the Service Plan and recommended its approval. The Cabinet Member agreed to the adoption of the Service Plan and signed the Notice of Decision.

3 **HOMELESS REDUCTION ACT**

The Head of Housing Services briefed Members on the Homeless Reduction Act, which had been passed in April 2017 and is anticipated to be implemented

in 2018. Members were advised on how the Act would broaden the Council's areas of responsibility towards those at risk of becoming homeless.

The Housing Services team were looking at possible options on how best to enable the Council to fulfil its new responsibilities under the Act and Members discussed the implications for the Council and possible measures that were being considered by the team.

The PDAG would receive progress updates later in the year, prior to the implementation of the Act in 2018.

4      **COMMUTED SUMS**

The Head of Housing Services reminded Members of the process by which the Council provides financial support to housing associations for the provision of affordable housing, through the use of commuted sums paid to the Council by developers.

Members discussed housing need in the district and how best the commuted sums currently held by the Council could be used. It was agreed that a policy should be developed to facilitate the effective allocation of existing funds, and that this should be discussed at a future meeting of the PDAG. It was also suggested that the Cabinet Member for Finance & Assets be invited to attend.

5      **EMERGENCY PLANNING**

Members requested that details of the Council's Emergency Planning strategy be circulated to District Councillors. It was also suggested that the Emergency Planning Officer be invited to a future PDAG to brief Members on the Council's strategy for preparing, responding and recovering from emergencies and major incidents.

*The meeting closed at 6.56 pm having commenced at 5.30 pm*

**CHAIRMAN**