

SHARED REGULATORY SERVICES JOINT COMMITTEE

Decision Notice –Remote Meeting, 27th September, 2023.

The Committee agenda is available [here](#).

The recording of the meeting is available [here](#).

Present:

Representing Bridgend County Borough Council – Councillor M. Lewis.

Representing Cardiff City and County Council – Councillors D. De’Ath (Vice-Chair in the Chair).

Representing the Vale of Glamorgan Council – Councillors R. Sivagnanam and P. Drake.

AGENDA ITEM 1. APOLOGIES FOR ABSENCE –

These were received from Councillors R. Goode (Chair) (Bridgend County Borough Council) and M. Michael (Cardiff City and County Council)

AGENDA ITEM 2. MINUTES –

RESOLVED – T H A T the minutes of the Annual Meeting held on 21st June, 2023 be approved as a correct record.

AGENDA ITEM 3. DECLARATIONS OF INTEREST –

No declarations of interest were received.

AGENDA ITEM 4. SHARED REGULATORY SERVICES AUDIT WALES 2023 AUDIT PLAN (HF/S1510) –

RESOLVED – T H A T the contents of the report and appendix be noted.

Reason for decision

Having regard to the contents of the report and discussions at the meeting.

AGENDA ITEM 5. OVERVIEW AND UPDATE ON SHARED REGULATORY SERVICES (DEH) –

RESOLVED –

- (1) T H A T the contents of the report be noted.
- (2) T H A T the 2023/24 Communicable Disease Plan and 2023/24 Port Health Plan be approved.
- (3) T H A T the Head of Shared Regulatory Services be authorised to make administrative amendments to be Communicable Disease and Port Health Plans, should the need arise.

Reasons for decisions

- (1) Having regard to the contents of the report and discussions at the meeting.
- (2) To ensure that the Shared Regulatory Service has robust arrangements in place to deliver its obligations in respect of communicable disease and port health.
- (3) To enable minor changes to be made, should the need arise, during the lifetime of the Communicable Disease and Port Health Plans, without the need for them to be brought back to the Joint Committee.

AGENDA ITEM 6. SHARED REGULATORY SERVICES FOOD AND FEED LAW ENFORCEMENT SERVICE PLAN 2023-24 (DEH) –

RESOLVED –

- (1) T H A T the 2023/24 Food and Feed Law Enforcement Service Plan be approved.
- (2) T H A T the Head of Shared Regulatory Services be authorised to make administrative amendments to the 2023/24 Food and Feed Law Enforcement Service Plan should the need arise.

Reasons for decisions

- (1) Having regard to the contents of the report and discussions at the meeting.
- (2) To ensure the Plan remains up to date should any changes in law or best practice be introduced during the period.

AGENDA ITEM 7. REVIEW OF THE SHARED REGULATORY SERVICES COMPLIANCE AND ENFORCEMENT POLICY (DEH) –

RESOLVED –

- (1) T H A T the updated Enforcement Policy and annexes be approved for use by the Shared Regulatory Services.
- (2) T H A T it be recommended the revised Policy to be adopted by the respective Councils for those functions undertaken by the Shared Service on their behalf.
- (3) T H A T the Head of Shared Regulatory Services be authorised to make minor administrative amendments and updates to the revised Compliance and Enforcement Policy, once implemented, should the need arise.

Reasons for decisions

- (1) Having regard to the contents of the report and discussions at the meeting.
- (2) The decision to prosecute breaches of legislation enforced by the Shared Regulatory Service rests with each Council and, as such, the revised Policy would need to be adopted of each of the three partner authorities.
- (3) To ensure that during the lifetime of the revised Policy (i.e. prior to its next full review), minor amendments and updates could be incorporated without the need to seek approval on each occasion from the Joint Committee.