

**Minutes of a Meeting of the Licensing
Committee held at Council Chamber,
Surrey Heath House, Knoll Road,
Camberley, GU15 3HD on 2 October
2019**

+ Cllr David Mansfield (Chairman)
+ Cllr David Lewis (Vice Chairman)

+ Cllr Rodney Bates	+ Cllr Alan McClafferty
+ Cllr Vivienne Chapman	+ Cllr John Skipper
+ Cllr Colin Dougan	+ Cllr Pat Tedder
+ Cllr Tim FitzGerald	+ Cllr Helen Whitcroft
+ Cllr Sharon Galliford	+ Cllr Valerie White
+ Cllr Ben Leach	

+ Present

- Apologies for absence presented

Members in Attendance: Councillor Cliff Betton

Officers Present: Emma Bourne, Nathita Fleet, Stephen Moore and Eddie Scott

7/L Minutes of the Last Meeting

The minutes of the meeting held on 26 June 2019 were confirmed and signed by the Chairman.

8/L Food Safety Service Plan 2019-20

The Committee was informed that the Food Standards agency required all food authorities to have a Food Safety Service Plan to ensure that national priorities and standards were addressed and delivered locally.

In order to be considered 'broadly compliant' with food hygiene law, a business would be awarded a food hygiene score of 3 or above. It was noted that the number of food businesses which were 'broadly compliant' remained high at 95.4%. This figure had increased in the previous few years from a base of 87% in 2009/10. Officers continued to work with the businesses which were not broadly compliant in order to ensure that they improved their standards.

The Committee was advised that the Council continued to support its four Primary Authority Partnerships (PAPs) with Exclusive Hotels, the owner of Pennyhill Park, and Krispy Kreme Ltd, Kerry Food Ltd, and food importer: Manning Impex Ltd.

The report sets out the performance of the food safety service team during 2018/19, including inspections, complaint investigations and sampling activities, and provides information on expected demands on the service during 2019/20.

It was stated that there were no food businesses in the Borough with outstanding visits and gaps between visits were three years at most for very low risk premises.

Risk-ratings assigned during visits, as well as compliance scores determined the time periods between visits. Problem premises were told a certain time in which they needed to comply by and revisits were undertaken to make sure they were now 'broadly compliant'.

RESOLVED that the Food Safety Service Plan 2019/2020, as set out in the supplementary agenda papers be agreed.

9/L Health and Safety Service Plan

Under the Health and Safety at Work etc. Act 1974, local authorities were responsible for health and safety enforcement within their area of responsibility, which included a diverse range of premises. Pursuant to the "National Local Authority Enforcement Code" produced by the Health and Safety Executive, a Surrey Heath Health and Safety Service Plan had been developed.

The Environmental Health Team carried out planned risk based inspections of businesses to ensure they complied with health and safety legislation, and took appropriate enforcement as necessary. These inspections occurred at a frequency determined by the national code of practice and in accordance with HSE guidance. The Council's performance was subject to scrutiny by the HSE and the Council was required to complete an annual return of health and safety enforcement activity.

In 2019/20 the Council intended to continue to provide a high-quality health and safety service. This would include advising new and existing businesses on compliance, investigating complaints and accidents, taking enforcement action where necessary and participating in proactive health and safety campaigns.

RESOLVED that the Surrey Heath Health and Safety Service Plan 2019/2020, attached at Annex A to the agenda report, be approved.

10/L Licensing Sub Committee Minutes

The Chairman signed the minutes of the Licensing Sub Committee meetings which had taken place since the previous meeting.

11/L Committee Work Programme

The Committee noted its work programme for the rest of the 19/20 Municipal Year.

Chairman