DIRECT & TRADING ADVISORY COMMITTEE

Minutes of the meeting held on 19 January 2017 commencing at 7.00 pm

Present: Cllr. Dickins (Chairman)

Cllr. Mrs. Bayley (Vice Chairman)

Cllrs. Barnes, Mrs. Bosley, McGregor, Pett and Thornton

Apologies for absence were received from Cllrs. Cooke, Esler, Kelly, Maskell and Parson

Cllr. Dr. Canet was also present.

21. Minutes

Resolved: That the minutes of the meeting held on 1 November 2016, be approved and signed by the Chairman as a correct record.

22. Declarations of Interest

No additional declarations of interest were made.

23. Actions from Previous Meeting

There were none.

24. Referrals from Cabinet or the Audit committee

There were none.

CHANGE IN ORDER OF AGENDA ITEMS

The Chairman advised that Agenda Item 8 would be taken after Agenda Item 6 and that he would give his Portfolio Holder update before Agenda Item 9.

25. Household waste, Recycling, and Composting Campaigns update - Presentation

The Recycling and Commercial Manager gave a presentation which updated Members on the ongoing campaign to increase the collection of good quality dry recycling, garden waste from kerbside collections, and other materials particularly glass, from the Council cycling sites. He advised that a new campaign would run in February and March 2017.

In response to questions the Recycling and Commercial Manager advised that in the glass recycling locations across the District, many had graphics on them to advise
that metal lids and tops could be left on glass bottles and jars and be put into the glass recycling banks at collection points. The Committee was reminded that plastic bags or black plastic could not be put into the weekly clear sack recycling bags.

It was queried if information on the smaller garden waste bins could be sent to the Town and Parish Councils.

**Action 1: For the Recycling and Commercial Manager to send details of smaller garden waste collection bins to the Town and Parish Councils.**

Resolved: That the report be noted.

26. **Environmental Health Partnership - Charging for Support Advice to Food Businesses**

The Environmental Health Manager presented a report which provided an overview of a new scheme for charging for support advice given to food business. The scheme was Accelerating Compliance and Economic Success (ACCESS) and would provide enhanced support for food businesses and tailored to suit each business. The minimum charge for a basic package of £100 plus VAT for 2 hours work with the ability to purchase additional time. Food Safety Officers within the EH Commercial team would carry out the ACCESS Visits and a different office would do any rescore visits to avoid conflict of interest. Free information would be provided on the Council’s website and via associated links.

**Public Sector Equality Duty**

Members noted that consideration had been given to impacts under the Public Sector Equality Duty.

Resolved: That it be recommended to Cabinet that

a) it be agreed for the Environmental Health Partnership charging for bespoke food safety advice for new businesses; and

b) a minimum fee be charged of £100 plus VAT for 2 hours work, and £50 per hour thereafter, on a cost recovery basis.

27. **Progress report on the Bradbourne Car Park Development**

The Parking Manager gave a presentation on the progress of the Bradbourne multi-decked car park site which provided Members with the progress made so far, future works, key facts and innovations and facilities. Members were advised that the car park would open in early April 2017.

Resolved: That the report be noted.
28. **Update from Portfolio Holder**

The Portfolio Holder and Chairman reported the following, that:

- New signage for refuse freighters had been agreed for the phase, ‘see you next week.’
- There had been lots of compliments received in regards to the Christmas collections.
- Most of the refuse and recycling collections had taken place when it had snowed with only a few missed.
- The end of year projections was forecast to be comfortably above target.

The Committee expressed their thanked to their refuse teams for their hard work.

29. **Work Plan**

The Chairman advised the following changes and additions to the work plan:

- Bradbourne lakes would be moved to the June meeting
- SCIs, Christmas Parking and Parking Charges would be added to the November 2017 meeting.

The possibility of a general discussion about markets in the District was suggested. The Chairman advised that although markets were under the Direct & Trading Portfolio, the Council did not operate them. Members were advised that an email would be circulated detailing information on markets in the District.

*Action 2: For Chief Officer, Environmental and Operational Services to email the Committee in regards to markets in the District.*

THE MEETING WAS CONCLUDED AT 8.03 PM

CHAIRMAN