

## **MAIDSTONE BOROUGH COUNCIL**

### **Community, Environment and Housing Overview and Scrutiny Committee**

#### **MINUTES OF THE MEETING HELD ON TUESDAY 14 APRIL 2015**

**Present:** Councillor J.A. Wilson (Chairman), and  
Councillors Mrs Joy, D Mortimer, Newton, Round,  
Sargeant, Vizzard and J.A. Wilson

96. THE COMMITTEE TO CONSIDER WHETHER ALL ITEMS ON THE AGENDA SHOULD BE WEB-CAST

**RESOLVED:** That all items on the agenda be webcast.

97. APOLOGIES

There were no apologies for absence.

98. NOTIFICATION OF SUBSTITUTE MEMBERS

There were no Substitute Members.

99. NOTIFICATION OF VISITING MEMBERS

It was noted that the Cabinet Member for Environment and Housing, Councillor Mrs Ring was in attendance as a Visiting Member.

100. DISCLOSURES BY MEMBERS AND OFFICERS

There were no disclosures.

101. TO CONSIDER WHETHER ANY ITEMS SHOULD BE TAKEN IN PRIVATE BECAUSE OF THE POSSIBLE DISCLOSURE OF EXEMPT INFORMATION

**RESOLVED:** That all items be taken in public as proposed.

102. MINUTES OF THE MEETING HELD ON 10 MARCH 2015.

**RESOLVED:** That the minutes of the meeting held on 10 March be approved and signed as a correct record by the Chairman.

103. MKIP ENVIRONMENTAL HEALTH SHARED SERVICE UPDATE.

Tracey Beattie, Mid Kent Environmental Health Manager and the Cabinet Member for Environment and Housing, Councillor Mrs Ring were invited to

update the Committee on the implementation of the MKIP Environmental Health Service 10 months on.

Ms Beattie highlighted the following points to the Committee during the course of the discussion:

- The initial focus had been on establishing and developing the team.
- There had initially been 7 vacant posts across the 3 authorities which had been filled.
- Phase one of the IDOX (Information Management Solution) project had been completed (December 2014).
- Phase two was underway; this was to develop a reporting system.
- A service plan and service level agreement had been produced for the service.
- An objective of the service was to standardise processes across the shared service authorities to ensure all officers were working to the same standards.
- A communications booklet had been produced for the Environmental Health Shared Service that would inform Councillors of the officer's roles and responsibilities and contact details.
- It was confirmed that the communications booklet was due to be produced at the end of April 2015

In response to questions as to whether or not Maidstone benefited from the shared service it was explained that good reporting processes were in place. These were in place as a result of the other established Shared Services. For example, there had been regular meetings with Heads of Service during the implementation phase.

Air Quality was considered and the council's responsibilities for reducing emissions in line with the EU's [air pollution directive](#). It was explained that Maidstone Borough Council was proactive in meeting with partners to tackle these issues however it was the Public Health authority (Kent County Council) who had the statutory responsibility.

The aims and objectives of the Shared Service were questioned. It was explained that the Environmental Health Shared Service had been established to increase Maidstone's resilience. Officers working within this service were highly qualified professionals. An example of the departure of John Newington, a highly qualified officer, was given and the partnership's ability to continue to function well as a result of this.

A member of the Committee questioned whether or not savings had been made as a result of the shared service. It was reiterated that the Shared Service had been established to increase Maidstone Borough Council's resilience in providing this regulatory function; however the project had remained cost neutral.

The Committee recommended that a report clarifying the initial aims and objectives of the project and whether or not these had been met be brought to the responsible Service Committee in the next municipal year.

**RESOLVED:** That a report be taken to the appropriate Service Committee in the next municipal year outlining the initial aims and objectives of the MKIP Environmental Heath Shared Service and how they have been met.

104. SCRUTINY COMMITTEE RECOMMENDATION ACTION AND IMPLEMENTATION PLAN (SCRAIP) END OF YEAR UPDATE REPORT.

The Committee considered the Scrutiny Committee Recommendation Action and Implementation Plan (SCRAIP) End of Year Update Report.

There were no responses to SCRAIPS that the Committee wished to consider further.

**RESOLVED:** That the report be noted.

105. DURATION OF MEETING.

6.30pm to 7.15pm