

SHARED REGULATORY SERVICES JOINT COMMITTEE

Decision Notice – Remote Meeting – 28th September, 2021.

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

The Meeting recording is available [here](#).

Present:

Representing Bridgend County Borough Council - Councillor D. Patel.

Representing Cardiff City and County Council – Councillors M. Michael (Chair) and Mrs. N. Mackie.

Representing the Vale of Glamorgan Council – Councillors E. Williams (Vice-Chair) and P. Drake (Substituting for J.W. Thomas).

AGENDA ITEM 1. APOLOGIES –

These were received from Councillor D. Lewis (Bridgend County Borough Council) and Councillor J.W. Thomas (Vale of Glamorgan Council).

AGENDA ITEM 2. MINUTES –

RESOLVED – T H A T the minutes of the meeting held on 22nd June, 2021 be approved as a correct record.

AGENDA ITEM 3. DECLARATIONS OF INTEREST –

No declarations were received.

AGENDA ITEM 4. AUDIT WALES 2021 AUDIT PLAN (HoF/S1510) –

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

Reason for decision

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

AGENDA ITEM 5: AUDIT WALES – AUDIT ENQUIRIES TO THOSE CHARGED WITH GOVERNANCE AND MANAGEMENT (HoF/S1510) –

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

Reason for decision

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

AGENDA ITEM 6: AUDIT OF THE 2020/21 SRS FINANCIAL STATEMENTS (HoF/S151O) –

RESOLVED –

- (1) T H A T the Shared Regulatory Services 2020/21 Statement of Accounts be approved, signed and dated by the Chair of the Committee.
- (2) T H A T the Letter of Representation to Wales Audit for 2020/21 be agreed, signed and dated by the Chair of the Committee.
- (3) T H A T the report of the Appointed Auditor on the audit of the Shared Regulatory Service for 2020/21 be noted.
- (4) T H A T the Shared Regulatory Services Annual Governance Statement 2020/21 be approved, signed and dated by the Chair of the Committee, the Chair of the Shared Regulatory Services Management Board and the Head of Shared Regulatory Services.

Reasons for decisions

- (1) So that the Statement of Accounts be approved prior to the deadline.
- (2) So that the signed Letter of Representation be returned to Wales Audit.
- (3) Having regard to the results of the audit of the 2020/21 Financial Statements of the Shared Regulatory Service.
- (4) So that the Shared Regulatory Services Annual Governance Statement 2020/21 be approved and signed.

AGENDA ITEM 7: OVERVIEW AND UPDATE ON SHARED REGULATORY SERVICES (DEH) –

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

Reason for decision

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

AGENDA ITEM 8: SHARED REGULATORY SERVICES HEALTH AND SAFETY ENFORCEMENT SERVICE PLAN 2021/22 (DEH) –

RESOLVED –

- (1) T H A T the 2021/22 Health and Safety Enforcement Service Plan be approved.
- (2) T H A T the Head of the Shared Regulatory Service be authorised to make administrative amendments to the 2021/22 Health and Safety 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 allow the Head of the Shared Regulatory Service to make administrative amendments should the need arise.

AGENDA ITEM 9: SHARED REGULATORY SERVICES FOOD AND FEED LAW ENFORCEMENT SERVICE PLAN 2021/22 (DEH) –

RESOLVED –

- (1) T H A T the Food and Feed Law Enforcement Service Plan 2021/22 be approved.
- (2) T H A T the Head of Shared Regulatory Services investigate the possibility of financial charges being levied for enforcement action brought against any high risk businesses.
- (3) T H A T the Head of the Shared Regulatory Service be authorised to make administrative amendments to the Food and Feed Law Enforcement Service Plan 2021/22 should the need arise.

Reasons for decisions

- (1) Having regard to the contents of the report and discussions at the meeting.
- (2) Following a request by the Joint Committee for an investigation into the possibility of financial charge being levied for enforcement action brought against high risk businesses.
- (3) To allow the Head of the Shared Regulatory Service to make administrative amendments should the need arise.

AGENDA ITEM 10: HEAD OF SHARED REGULATORY SERVICES (DEH) –

RESOLVED – T H A T the Shared Regulatory Services Management Board be authorised to begin a recruitment process to appoint a new Head of Shared Regulatory Services.

Reason for decision

To ensure the Shared Regulatory Service has a Head of Service in post from 1st April, 2022 to comply with the requirements of the Joint Working Agreement.