

Notice of Meeting

Buckinghamshire Council and Surrey County Council Joint Trading Standards Service Committee

**Date & time**

Thursday, 18 May
2023 at 2.00 pm

Place

Woodhatch Place, 11
Cockshot Hill,
REIGATE
RH2 8EF

Contact

Angela Guest
angela.guest@surreycc.gov.uk

If you would like a copy of this agenda or the attached papers in another format, eg large print or braille, or another language please either call 07929 724773 or email angela.guest@surreycc.gov.uk.

This meeting will be held in public. If you would like to attend and you have any special requirements, please contact Angela Guest on angela.guest@surreycc.gov.uk

Members of the Committee

Mark Winn (Co-Chairman) and Denise Turner-Stewart (Co-Chairman)

Advisory Members:

Beville Stanier and Scott Lewis

AGENDA

1 APOLOGIES FOR ABSENCE

To receive any apologies for absence and substitutions.

2 MINUTES OF THE PREVIOUS MEETING - 22 NOVEMBER 2022

(Pages 5
- 8)

To agree the minutes of the previous meeting.

3 DECLARATIONS OF INTEREST

All Members present are required to declare, at this point in the meeting or as soon as possible thereafter

- (i) Any disclosable pecuniary interests and / or
- (ii) Other interests arising under the Code of Conduct in respect of any item(s) of business being considered at this meeting

NOTES:

- Members are reminded that they must not participate in any item where they have a disclosable pecuniary interest
- As well as an interest of the Member, this includes any interest, of which the Member is aware, that relates to the Member's spouse or civil partner (or any person with whom the Member is living as a spouse or civil partner)
- Members with a significant personal interest may participate in the discussion and vote on that matter unless that interest could be reasonably regarded as prejudicial.

4 PROCEDURAL ITEMS

a Members' Questions

The deadline for Member's questions is 12pm four working days before the meeting (12/05/2023).

b Public Questions

The deadline for public questions is seven days before the meeting (11/05/2023).

c Petitions

The deadline for petitions was 14 days before the meeting.

5 ACTION TRACKER AND FORWARD PLAN

(Pages 9
- 14)

To review the Action Tracker and Forward Plan.

- 6 2022/23 SERVICE REVIEW INCLUDING KEY PERFORMANCE INDICATORS** (Pages 15 - 54)
- The Buckinghamshire Council and Surrey County Council Trading Standards Service Joint Committee is asked to note the performance of the service for 2022-23.
- 7 WORK TO SUPPORT COMMUNITIES AND INDIVIDUALS DURING PRESSURES CAUSED BY COST-OF-LIVING PRESSURES** (Pages 55 - 70)
- Report for noting.
- 8 TRADING STANDARDS VAPES ENFORCEMENT** (Pages 71 - 80)
- Report for noting.
- 9 TRADING STANDARDS COMMUNICATIONS** (Pages 81 - 90)
- This report outlines the different channels and methods used to communicate work and advice for residents and businesses, as well as giving examples of the Services communications.
- 10 JOINT SERVICE BUDGET** (Pages 91 - 98)
- The Joint Committee regularly reviews and sets the Service budget.
- 11 TRADING STANDARDS TOBACCO WORK** (Pages 99 - 106)
- The Children and Young Person's (Protection from Tobacco) Act 1991 requires Local Authorities to consider, at least once in every period of twelve months, the extent to which it is appropriate to carry out enforcement action to ensure that the provisions of the Children and Young Persons Act 1933, are effected.
- 12 DATE OF THE NEXT MEETING**
- The next meeting of the Buckinghamshire County Council and Surrey County Council Joint Trading Standards Service Committee will be held on 21 September 2023 and will be hosted by Buckinghamshire County Council.

**Joanna Killian
Chief Executive**

Published: Wednesday, 10 May 2023

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