

Notice of Meeting

Buckinghamshire Council and Surrey County Council Joint Trading Standards Service Committee

**Date & time**

Thursday, 9
November 2023 at
10.30 am

Place

Paralympic Room,
Gateway Offices,
Gatehouse Road,
Aylesbury,
Buckinghamshire,
HP19 8FF

Contact

Angela Guest
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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 at angela.guest@surreycc.gov.uk.

Members of the Committee

Mark Winn (Co-Chairman) and Kevin Deanus (Co-Chairman)

Advisory Members:

Scott Lewis and Carl Jackson

AGENDA

1 APOLOGIES FOR ABSENCE

To receive any apologies for absence and substitutions.

2 MINUTES OF THE PREVIOUS MEETING [18 MAY 2023]

(Pages 5
- 10)

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 (03/11/2023).

b Public Questions

The deadline for public questions is seven days before the meeting (02/11/2023).

c Petitions

The deadline for petitions was 14 days before the meeting and none have been received.

5 ACTION TRACKER AND FORWARD PLAN

(Pages
11 - 16)

To review the Action Tracker and Forward Plan.

- 6 2023/24 FIRST SIX MONTHS PERFORMANCE** (Pages
17 - 78)
- The committee is asked to note the performance of the service for the first six months of 2023-24 (April to September) (Annex A).
- 7 TRADING STANDARDS VAPES ENFORCEMENT UPDATE** (Pages
79 - 88)
- This report follows up the report brought to the Joint Committee in May 2023.
- 8 JOINT SERVICE BUDGET** (Pages
89 - 92)
- The Committee is asked to note the forecast outturn for the joint service budget for 2023/24.
- 9 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 10 April 2024.

Joanna Killian
Chief Executive
Published: Wednesday, 1 November 2023

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