

SHARED REGULATORY SERVICES JOINT COMMITTEE: UPDATE

Purpose of the Report

1. This report provides Members with an update on meetings of the Shared Regulatory Services (SRS) Joint Committee
2. The Committee heard from SRS regarding their Business Plan for 2022/23 in October 2022. However, the Committee needs to retain an oversight of the service and issues that may impact the delivery of services to Cardiff and its residents.

Background – Shared Regulatory Services

3. The Shared Regulatory Service (SRS) is a collaborative service that was formed between the partner local authorities of Bridgend, Cardiff and the Vale of Glamorgan on 1st May 2015. The new approach aimed to deliver a fully integrated service under a single management structure for Trading Standards, Environmental Health and Licensing functions with shared governance arrangements ensuring full Elected Member involvement.
4. The Shared Regulatory Service operates under a Joint Working Agreement with the Head of Service reporting on service provision to a Joint Committee of Elected Members drawn from the three partner local authorities. The detailed delegations of policy and functions from partners to the Joint Committee and Head of Service are set out in the Joint Working Agreement, these include:
 - a. The functions to be carried out by the joint service.
 - b. The terms of reference and constitution of the Joint Committee, the Management Board, etc.
 - c. The terms of the proposed Shared Regulatory Service such as staffing, the services to be provided by the host and other partners, financing, and other functional issues.
 - d. The financial operating model.

5. The five priorities of the SRS are:
 - i. Improving health and wellbeing
 - ii. Safeguarding the vulnerable
 - iii. Protecting the Environment
 - iv. Supporting the local economy
 - v. Maximising the use of resources.

Core Services Provided by the Shared Regulatory Service

6. The SRS provides a diverse and comprehensive range of services that safeguard the health, safety and economic wellbeing of consumers, businesses and residents. The services are covered under the three main areas of Environmental Health, Trading Standards and Licensing
7. These broad areas encompass a wide range of services that deal with issues that can have a huge impact upon people when things go wrong or have not been enforced properly.
8. The SRS has its own website at: [Shared Regulatory Services \(srs.wales\)](https://srs.wales). The website contains useful background information on the role of SRS and the services it provides as well as news about any prosecutions it has undertaken.

SRS Joint Committee (SRS JC)

9. The Joint Committee meets four times a year, usually March, June, September, and December. Following the Local Authority elections in May 2022 the representatives from Cardiff are Cllr Dan De'Ath, Cabinet Member for Transport Planning & Environment and Cllr Michael Michael, Chair of the Licencing Committee.
10. Details and papers for meetings since 2016 can be found here: [Shared Regulatory Services Joint Committee \(valeofglamorgan.gov.uk\)](https://valeofglamorgan.gov.uk)
11. You Tube recordings of meetings held since September 2020 can be found here: [Shared Regulatory Services - YouTube](#)

12. The SRS JC has met several times since May 2022. The agenda and papers for these meetings are available from the links below, with a list of items considered at each meeting:

[28 June 2022](#) Annual Meeting

- Appointment of Chair
- Appointment of Vice-Chair
- Reports of the Head of Finance/Section 151 Officer
 - SRS Unaudited Statement of Accounts 2021/22
 - Audit Wales 2022 Audit Plan
- Reports of the Director of Environment and Housing
 - SRS Annual Report
 - SRS Business Plan
 - SRS Health and Safety Enforcement Service Plan 2022/23

[27 September 2022](#)

- Reports of the Head of Finance/Section 151 Officer
 - Audit Wales – Audit Enquiries to Those Charged with Governance and Management
 - Audit of the 2021/22 SRS Financial Statements
- Reports of the Director of Environment and Housing
 - Overview and Update on SRS
 - SRS Food and Feed Law Enforcement Service Plan for SRS for 2022/23

[13 December 2022](#)

- Reports of the Director of Environment and Housing
 - SRS Overview and Update report
 - SRS Fees and Charges 2023/24
 - SRS 2021/22 Budget Underspend
 - SRS Budget 2023/24

CLOSED SESSION

- Reports of the Director of Environment and Housing
 - Shared Regulatory Services Budget 2023-24

13. The next meeting is scheduled for 21 March 2023.

14. Previously members Committees do not appear to have received regular updates following Joint Committee meetings. Going forward it is proposed that the Principal Scrutiny Officer actively monitors agenda items and attends the meetings virtually, when possible, in order to provide timely updates for members.

Way Forward

15. During their meeting, Members will have the opportunity to note the update provided in relation to the SRS Joint Committee.

Legal Implications

16. The Scrutiny Committee is empowered to enquire, consider, review, and recommend but not to make policy decisions. As the recommendations in this report are to consider and review matters, there are no direct legal implications. However, legal implications may arise if and when the matters under review are implemented with or without any modifications. Any report with recommendations for decision that goes to Cabinet/Council will set out any legal implications arising from those recommendations. All decisions taken by or on behalf of the Council must (a) be within the legal powers of the Council; (b) comply with any procedural requirement imposed by law; (c) be within the powers of the body or person exercising powers on behalf of the Council; (d) be undertaken in accordance with the procedural requirements imposed by the Council e.g. Scrutiny Procedure Rules; (e) be fully and properly informed; (f) be properly motivated; (g) be taken having regard to the Council's fiduciary duty to its taxpayers; and (h) be reasonable and proper in all the circumstances.

Financial Implications

17. The Scrutiny Committee is empowered to enquire, consider, review, and recommend but not to make policy decisions. As the recommendations in this report are to consider and review matters, there are no direct financial implications at this stage in relation to any of the work programme. However, financial implications may arise if and when the matters under review are implemented with or without any modifications. Any report with

recommendations for decision that goes to Cabinet/Council will set out any financial implications arising from those recommendations.

RECOMMENDATION

The Committee is recommended to note the update provided on the SRS Joint Committee.

DAVINA FIORE

Director of Governance & Legal Services

6 January 2023